



(TENTATIVE) BOARD OF COMMISSIONERS REGULAR MEETING AGENDA
Effingham County
Georgia
Board of Commissioners

November 21, 2023 – 5:00 PM

Effingham County Administrative Complex
Meeting Chambers

804 South Laurel Street, Springfield GA 31329

The Georgia Conflict of Interest in Zoning Action Statute (O.C.G.A. §§ 36-67A-1 et seq.) requires disclosure of certain campaign contributions made by applicants for rezoning actions and by opponents of rezoning application. A rezoning applicant or opponent of a rezoning application must disclose contributions or gifts which in aggregate total \$250.00 or more if made within the last two years to a current member of Effingham County Planning Board, Board of Commissioners, or other Effingham County official who will consider the application. The campaign contribution disclosure requirement applies to an opponent of a rezoning application who publishes his or her opposition by appearance before the Planning Board or Board of Commissioners or by any other oral or written communication to a member or members of the Planning Board or Board of Commissioners. Disclosure must be reported to the Board of Commissioners by applicants within ten (10) days after the rezoning application is filed and by opponents at least five (5) days prior to the first hearing by the Planning Board. Any person knowing failing to comply with these requirements shall be guilty of a misdemeanor.

"Individuals with disabilities who require special needs to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities should contact the County Clerk at 912-754-2123 promptly to afford the County time to create reasonable accommodations for those persons."

****PLEASE TURN OFF YOUR CELL PHONE**

Agenda

Watch us live on our YouTube page:

<https://www.youtube.com/channel/UC9wRzS6f2pHHZG3IgRk3OUQ>

- I. Call to Order**
- II. Roll Call**
- III. Invocation**
- IV. Pledge to the American Flag**
- V. Agenda Approval** - Consideration of a resolution to approve the agenda.
- VI. Minutes**
- VII. Public Comments** - Comments shall pertain to the agenda items only. Should you wish to make remarks, clearly state your full name into the microphone before commencing to speak.
- VIII. Correspondence** - Documents from this meeting are located in the Clerk's Office and on the Board of Commissioner's website.
- IX. Appearance**
 - 1. **Appearance - 5:10 pm** (Melissa Calhoun)
- X. Consent Agenda** - This section shall include all routine items for which there will be no discussion. Should a need arise for a debate, the item can be moved to the appropriate area of the agenda.

1. [2023-595 Agreement]

Consideration to approve an amendment to the Coastal Incentive Grant award agreement for the Stormwater Master Plan, extending the timeframe for master plan completion

XI. Unfinished Business - Contains items held from a previous agenda.

1. [2023-561 Policy] *Sarah Mausolf*

Consideration to approve and publish an update to **2.15 Travel, Employment and Board of Commissioners Expenses, Section C. Guidelines - #3 Meals and Miscellaneous - #1 Per Diem Allowance** of the Human Resources Standards of Practice (*postponed 10/17/2023*)

2. [2023-580 Second Reading]

Consideration to approve the Second Reading to amend **Part II - Official Code, Chapter 10, Article IV - Animal Care; 10-112 - Keeping of Fowl** of the Effingham County Code of Ordinance (*1st reading approved 11/07/2023*)

3. [2023-583 Agreement] *Tim Callanan*

Consideration to approve an Intergovernmental Agreement between the Counties of Chatham, Liberty and Effingham with Live Oak Public Libraries (*postponed 11/7/2023*)

4. [2023-589 Public Hearing] *Chelsie Fernald*

The Planning Board recommends approving an application by **Marnier Group Ltd.** as Agent for **Robert Fletcher Waldour and Lynette Waldour** requests to **rezone** +/- 44.509 acres located on Blue Jay Road from **AR-1 to R-3** to allow for a multifamily residential development **Map# 326 Parcel# 17** in the **First District** (*postponed 11/07/2023*)

5. [2023-590 Second Reading]

Consideration to approve the Second Reading of an application by **Marnier Group Ltd.** as Agent for **Robert Fletch Waldour and Lynette Waldour** to **rezone** +/- 44.509 acres located on Blue Jay Road from **AR-1 to R-3** to allow for a multifamily residential development **Map# 326 Parcel# 17** in the **First District** (*postponed 11/07/2023*)

6. [2023-591 Public Hearing] *Chelsie Fernald*

The Planning Board recommends approving an application by **Marnier Group Ltd.** as Agent for **Robert Fletcher Waldhour and Lynette Waldhour** requesting a **Variance** to exceed the maximum building height allowed in the R-3 zoning district located on Blue Jay Road, **zoned AR-1**, proposed zoning R-3 **Map# 326 Parcel# 17** in the **First District** (*postponed 11/07/2023*)

7. [2023-592 Second Reading]

Consideration to approve the Second Reading of an application by **Marnier Group Ltd.** as Agent for **Robert Fletcher Waldour and Lynette Waldour** requesting a **Variance** to exceed the maximum building height allowed in the R-3 zoning district located on Blue Jay Road, **zoned AR-1**, proposed zoning R-3 **Map# 326 Parcel# 17** in the **First District** (*postponed 11/07/2023*)

XII. New Business

1. [2023-596 Purchase Order] *Alison Bruton*

Consideration to approve PO 23-REQ-047 for the Purchase of a Vibratory Smooth Drum Roller for Public Works

2. [2023-597 Purchase Order] *Alison Bruton*

Consideration to approve PO 23-REQ-045 for the Purchase of two (2) towable generators

3. [2023-598 Purchase Order]

Consideration to approve PO 23-REQ-046 for the purchase of a jetter trailer from Multitech Traders, LLC for the Public Works Department

4. [2023-599 Change Order] *Alison Bruton*

Consideration to approve Change Order #3 for Task Order 22-25-006 for the TSPLOST Intersections Design and Construction Management with Roberts Civil Engineering

5. [2023-600 Agreement] *Alison Bruton*

Consideration to approve a Purchase of Service Agreement between the Coastal Regional Commission and Effingham County Board of Commissioners

6. [2023-601 Contract] *Alison Bruton*

Consideration to approve Contract 23-RFP-042 with Foresite Group, LLC for the SS4A Action Plan

7. [2023-602 Agreement] *Alison Bruton*

Consideration to approve Amendment No. 1 to the McDaniel Supply Company Agreement with the Effingham County Prison

8. [2023-603 Resolution] *Mark Barnes*

Consideration to approve Resolution# 023- 029 to amend the 2023-2024 Fiscal Year Budget

9. [2023-604 Ordinance] *Steve Candler*

Consideration to approve the First Reading of an Ordinance for **Part II - Official Code, Appendix B - Subdivisions** of the Effingham County Code of Ordinances

10. [2023-605 Ordinance] *Steve Candler*

Consideration to approve the First Reading of an Ordinance to amend **Part II - Official Code, Appendix C - Article V - Table of Permitted Uses** of the Effingham County Code of Ordinances

11. [2023-606 Ordinance] *Steve Candler*

Consideration to approve the First Reading of an Ordinance for **Part II - Official Code, Chapter 42; Section 42-7 - Firearms** of the Effingham County Code of Ordinances

12. [2023-607 Application] *Tim Callanan*

Consideration to approve a request for Traffic Signal submitted by GDOT for the location of SR21 (Springfield Bypass) at McCall Road

13. **[2023-608 Public Hearing]** *Chelsie Fernald*

Staff recommends approving an application by Alex Long requesting a **Variance** from Section 5.8.6, to allow for smaller lots in a R-6 subdivision, located on Blue Jay Road, zoned R-6 **Map# 414 Parcel# 3** in the **Fourth District**

14. **[2023-609 Second Reading]**

Consideration to approve the Second Reading of an application by Alex Long requesting a **Variance** from Section 5.8.6, to allow for smaller lots in a R-6 subdivision, located on Blue Jay Road, zoned R-6 **Map# 414 Parcel# 3** in the **Fourth District**

15. **[2023-610 Map/Policy]** *Steve Candler*

Consideration to approve to adopt the Future Land Use Map (FLUM) as a policy document of Effingham County

16. **[2023-611 Plan/Resolution]** *Sarah Mausolf*

Consideration to approve the ACCG Retirement Plan Changes and Resolution# 023-030 to adopt the Adoption Agreement Amendment# 2

17. **[2023-612 Agreement]** *Sarah Mausolf*

Consideration to approve the Meritain Health Amendment to add the prescription (RX) smart savings program

18. **[2023-613 Contract]** *Sarah Mausolf*

Consideration to approve a Service Contract between Stealth Partner Group, LLC and Effingham County Board of Commissioners and approve Voya Stop Loss to aid in reduction of claims and cost

19. **[2023-614 Meeting]** *Stephanie Johnson*

Consideration to approve to cancel the January 2, 2024 Board of Commissioners meeting

XIII. Reports from Commissioners & Administrative Staff

XIV. Executive Session - Discussion of Personnel, Property and Pending Litigation

XV. Executive Session Minutes - No executive session was held, no minutes to be approved.

XVI. Adjournment



BOARD OF COMMISSIONERS OF EFFINGHAM COUNTY, GEORGIA

804 South Laurel Street Springfield, GA 31329 | phone: (912) 754-2123 | fax: (912) 754-4157

Website: www.effinghamcounty.org

Meeting Appearance/Presentation Procedures

(For completion by persons desiring to appear before the Board of Commissioners at a meeting)

PLEASE TYPE OR PRINT

DATE: 11/13/23

NAME: Judge Melissa M. Calhoun

ORGANIZATION: (if applicable) Juvenile Court

(REPRESENTATIVE NAME)

PHONE NUMBER: 912-856-9936

EMAIL: melissa@mmcfamilylaw.com

SUBJECT OF MATTERS YOU WISH TO DISCUSS:

Status of Juvenile Court — new programs

WHICH MEETING WOULD YOU LIKE TO ATTEND?

11/21/23

Is there material you wish to provide related to your topic of discussion? ☒ Yes ☐ No

If yes, you may email the documents to effinghamclerk@effinghamcounty.org or fax and/or hand deliver the details to the County Clerk's office at the address noted above.

Effingham County encourages community participation in the governmental process. Accordingly, the County would ask that all requests be in writing and that the request be made a week prior to the Commission meeting. Included with this written request should be any written information and/or documents that are supportive of the specific request. Public comments are limited to 10 minutes with a maximum of 15 minutes on topics where several persons of the same group or organization would like to speak.

Depending on the magnitude of the request, the Board and/or Staff may delay placing the item on the agenda until such a time as proper research can be completed to support the board's consideration of the request.

The Board of Commissioners of Effingham County meets the 1st and 3rd Tuesday of each month at 5:00 p.m. (dates are subject to change) Please inquire as to the date and time of the proposed meeting.

I certify I have read this form and understand the procedure and this information can be used for the purpose of processing my request:

Signature: 

Date: 11/13/23

Please return this form to the address below or by email:

Effingham County Board of Commissioners

Attn: County Clerk's Office

804 South Laurel Street

Springfield, GA 31329

Email: effinghamclerk@effinghamcounty.org

For Questions: (912)754-2123

BELOW FOR INTERNAL USE ONLY:

RECEIVED

11/13/2023

APPEARANCE DATE

11/21/2023

004 - Probate Court - Appropriations

Item IX. 1.

GL Account	GL Name	Actuals 2021	Actuals 2022	Budget 2023	Actuals 12/31/22	Dept Requested 2024	Adopted 2024
100-2450-004-51-1100	SALARIES	258,061	303,025	336,233	147,234	324,946	313,506
100-2450-004-51-1101	RAISES	-	26	5,697	-	-	25,081
100-2450-004-51-1300	OVERTIME	157	62	-	41	-	-
100-2450-004-51-2101	MEDICAL/LIFE INSURANCE	1,945	2,664	1,950	1,262	1,950	1,950
100-2450-004-51-2102	HEALTH INSURANCE	58,698	89,702	94,605	43,013	111,984	111,984
100-2450-004-51-2200	PAYROLL TAXES	19,381	27,834	26,158	10,718	24,858	25,902
100-2450-004-51-2401	RETIREMENT	12,117	15,171	16,733	8,630	17,634	18,370
100-2450-004-51-2600	UNEMPLOYMENT	326	404	281	-	365	365
100-2450-004-51-2700	WORKMEN'S COMPENSATION	874	884	957	412	715	745
Total Personnel		351,560	433,773	482,614	211,310	482,452	497,903
100-2450-004-52-1202	ATTORNEY & PROFESSIONAL SERVIC	-	450	5,000	150	5,000	5,000
100-2450-004-52-2208	COMPUTER MAINT. AGREEMNTS	-	900	5,400	1,800	5,400	5,400
100-2450-004-52-2211	COVID RELATED EXPENSES	200	-	-	-	-	-
100-2450-004-52-2321	OPERATING LEASES/RENTAL COPIER	3,782	-	3,700	1,891	3,700	-
100-2450-004-52-3103	PROF/GEN/LAW LIAB\INSURAN	1,655	2,136	2,200	1,644	2,200	1,700
100-2450-004-52-3201	TELEPHONE	1,717	1,365	1,400	687	1,400	1,400
100-2450-004-52-3701	PER DIEM & TRAVEL	533	213	1,200	81	1,200	1,200
100-2450-004-52-3702	TRAINING SCHOOLS & SEMINA	1,370	2,907	3,000	1,474	4,500	4,500
100-2450-004-52-3705	MEMBERSHIP DUES	641	300	650	260	1,000	1,000
100-2450-004-52-3801	GUN PERMIT FEES	18,852	14,911	15,000	2,871	15,000	15,000
100-2450-004-52-3901	MEDICAL	200	-	-	-	-	-
Total Services		28,950	23,182	37,550	10,857	39,400	35,200
100-2450-004-53-1101	OFFICE SUPPLIES	12,189	10,117	10,000	3,777	10,000	10,000
100-2450-004-53-1104	POSTAGE	5,447	5,554	5,000	1,957	5,000	5,500
Total Supplies		17,636	15,671	15,000	5,734	15,000	15,500
100-2450-004-54-2502	OTHER EQUIPMENT	18,600	-	-	-	-	-
100-2450-004-54-9999	LEASED EQUIPMENT	-	9,434	-	-	-	-
Total Capital		18,600	9,434	-	-	-	-
100-2450-004-58-1200	CAPITAL LEASE PRINCIPAL	-	3,601	-	-	-	3,751
100-2450-004-58-2200	CAPITAL LEASE INTEREST	-	150	-	-	-	-
Total Other		-	3,751	-	-	-	3,751
Total Appropriations		416,746	485,811	535,164	227,901	536,852	552,354

004 - Probate Court - Revenues

GL Account	GL Name	Actuals 2021	Actuals 2022	Budget 2023	Actuals 12/31/22	Dept Requested 2024	Adopted 2024
	PROPERTY TAX, TAVT, & PENALTIES	-	-	-	-	-	190,841
	LOCAL OPTION SALES TAX (LOST)	-	-	-	-	-	99,782
	OTHER GENERAL REVENUES	-	-	-	-	-	11,730
	COMBINED REVENUES PRIOR YEAR	172,265	235,151	325,164	166,485	-	-
100-35-1150	PROBATE JUDGE	244,481	250,660	210,000	61,417	-	250,000
Total Revenues		416,746	485,811	535,164	227,901	-	552,354
Net Surplus/(Deficit)		-	-	-	-	-	0

004 - Probate Court - Personnel

	Title	Full Time Equivalent (FTE)
	DEPUTY CLERK	1
	PROBATE JUDGE	1
	DEPUTY CLERK	0.5
	DEPUTY CLERK	1
	DEPUTY CLERK	0.5
	DEPUTY CLERK	1
	OFFICE ASSISTANT II	1
	CHIEF DEPUTY CLERK	1
Total Personnel		7

010 - Magistrate Court - Appropriations

Item IX. 1.

GL Account	GL Name	Actuals 2021	Actuals 2022	Budget 2023	Actuals 12/31/22	Dept Requested 2024	Adopted 2024
100-2400-010-51-1100	SALARIES	331,129	345,151	374,991	184,753	448,847	423,887
100-2400-010-51-1101	RAISES	-	-	12,306	-	-	33,527
100-2400-010-51-1300	OVERTIME	1,091	1,187	-	471	-	-
100-2400-010-51-2101	MEDICAL/LIFE INSURANCE	2,573	2,555	2,275	1,531	2,600	2,600
100-2400-010-51-2102	HEALTH INSURANCE	86,796	67,585	102,611	33,414	109,175	109,175
100-2400-010-51-2200	PAYROLL TAXES	23,728	25,523	29,628	13,854	34,337	34,992
100-2400-010-51-2401	RETIREMENT	13,668	13,483	21,703	7,190	26,069	26,514
100-2400-010-51-2600	UNEMPLOYMENT	352	602	316	27	410	410
100-2400-010-51-2700	WORKMEN'S COMPENSATION	5,150	4,683	2,610	2,449	2,863	3,031
Total Personnel		464,486	460,769	546,440	243,689	624,301	634,137
100-2400-010-52-2208	COMPUTER MAINT. AGREEMENTS	2,500	2,750	3,000	750	3,000	3,000
100-2400-010-52-2321	OPERATING LEASES/RENTAL COPIER	2,697	250	2,300	1,134	2,300	2,300
100-2400-010-52-3102	AUTO,TRK,EQ - INSURANCE	2,646	2,625	2,700	3,227	2,700	2,700
100-2400-010-52-3103	PROF/GEN/LAW LIAB\INSURAN	2,139	2,608	2,700	1,861	2,700	2,700
100-2400-010-52-3201	TELEPHONE	2,691	2,391	2,400	1,036	2,400	2,400
100-2400-010-52-3301	ADVERTISEMENT	-	-	100	-	100	100
100-2400-010-52-3701	PER DIEM & TRAVEL	2,026	161	3,600	716	3,600	3,600
100-2400-010-52-3705	MEMBERSHIP DUES	540	1,445	1,700	300	2,000	2,000
Total Services		15,239	12,231	18,500	9,024	18,800	18,800
100-2400-010-53-1101	OFFICE SUPPLIES	10,009	9,876	8,000	3,991	10,000	10,000
100-2400-010-53-1104	POSTAGE	3,616	5,536	5,200	3,488	5,500	5,500
100-2400-010-53-1270	GAS & DIESEL FUEL	2,525	7,539	6,450	3,942	7,000	7,000
100-2400-010-53-1701	UNIFORMS	1,864	4,222	4,000	743	4,000	4,000
Total Supplies		18,014	27,173	23,650	12,164	26,500	26,500
100-2400-010-54-2501	OFFICE EQUIPMENT	-	-	-	-	-	-
100-2400-010-54-2201	AUTOS & TRUCKS	-	44	-	-	-	-
100-2400-010-54-9999	LEASED EQUIPMENT	-	64,183	-	-	-	-
Total Capital		-	64,227	-	-	-	-
100-2400-010-58-1200	CAPITAL LEASE PRINCIPAL	-	5,857	13,507	5,732	13,507	15,240
100-2400-010-58-2200	CAPITAL LEASE INTEREST	-	799	-	1,021	-	-
Total Other		-	6,656	13,507	6,753	13,507	15,240
Total Appropriations		497,739	571,055	602,097	271,630	683,108	694,677

010 - Magistrate Court - Revenues

GL Account	GL Name	Actuals 2021	Actuals 2022	Budget 2023	Actuals 12/31/22	Dept Requested 2024	Adopted 2024
	PROPERTY TAX, TAVT, & PENALTIES	-	-	-	-	-	343,792
	LOCAL OPTION SALES TAX (LOST)	-	-	-	-	-	179,753
	OTHER GENERAL REVENUES	-	-	-	-	-	21,132
	COMBINED REVENUES PRIOR YEAR	370,920	433,585	452,097	212,373	-	-
100-35-1130	CHIEF MAGISTRATE FEES	126,820	137,470	150,000	59,258	-	150,000
Total Revenues		497,739	571,055	602,097	271,630	-	694,677
Net Surplus/(Deficit)		-	-	-	-	-	(0)

010 - Magistrate Court - Personnel

	Title	Full Time Equivalent (FTE)
	DEPUTY SHERIFF	1
	MAGISTRATE JUDGE	0.5
	DEPUTY CLERK	1
	DEPUTY CLERK	1
	CHIEF MAGISTRATE JUDGE	1
	DEPUTY SHERIFF	1
	SENIOR DEPUTY CLERK	1
	MAGISTRATE JUDGE	1
	DEPUTY CLERK	1
Total Personnel		8.5

009 - Juvenile Court - Appropriations

Item IX. 1.

GL Account	GL Name	Actuals 2021	Actuals 2022	Budget 2023	Actuals 12/31/22	Dept Requested 2024	2024
100-2600-009-51-1100	SALARIES	100,000	118,228	115,000	60,500	120,000	120,000
100-2600-009-51-1101	RAISES	-	-	5,750	-	-	9,600
100-2600-009-51-1300	OVERTIME	-	-	-	-	-	-
100-2600-009-51-2101	MEDICAL/LIFE INSURANCE	-	-	-	-	-	-
100-2600-009-51-2102	HEALTH INSURANCE	3,634	8,721	-	3,693	-	-
100-2600-009-51-2200	PAYROLL TAXES	7,650	9,044	9,237	4,628	9,180	9,914
100-2600-009-51-2401	RETIREMENT	5,000	5,000	5,000	2,500	5,000	5,000
100-2600-009-51-2600	UNEMPLOYMENT	99	122	70	-	91	91
100-2600-009-51-2700	WORKMEN'S COMPENSATION	339	348	338	169	264	285
Total Personnel		116,722	141,464	135,396	71,491	134,535	144,891
100-2600-009-52-1101	CONSULTANT	35,000	32,133	35,000	16,042	35,000	35,000
100-2600-009-52-1202	ATTORNEY & PROFESSIONAL SERVICES	-	100,000	120,000	50,000	120,000	120,000
100-2600-009-52-1204	MEDIATION SERVICES	-	-	-	-	-	-
100-2600-009-52-3103	PROF/GEN/LAW LIAB\INSURAN	538	612	8,724	461	8,724	8,724
100-2600-009-52-3603	RECORDERS FEES	32,603	29,152	30,000	15,752	30,000	30,000
100-2600-009-52-3605	INTERPRETERS	-	619	500	-	500	500
100-2600-009-52-3701	PER DIEM & TRAVEL	4,423	4,354	4,000	3,545	4,000	4,000
100-2600-009-52-3702	TRAINING SCHOOLS & SEMINARS	-	768	3,000	-	3,000	3,000
100-2600-009-52-3705	MEMBERSHIP DUES	440	940	1,200	940	1,200	1,200
Total Services		73,003	168,578	202,424	86,739	202,424	202,424
100-2600-009-53-1101	OFFICE SUPPLIES	235	771	-	265	-	-
Total Supplies		235	771	-	265	-	-
Total Capital		-	-	-	-	-	-
Total Other		-	-	-	-	-	-
Total Appropriations		189,959	310,813	337,820	158,495	336,959	347,315

009 - Juvenile Court - Revenues

GL Account	GL Name	Actuals 2021	Actuals 2022	Budget 2023	Actuals 12/31/22	Dept Requested 2024	Adopted 2024
	PROPERTY TAX, TAVT, & PENALTIES	-	-	-	-	-	50,086
	LOCAL OPTION SALES TAX (LOST)	-	-	-	-	-	26,188
	OTHER GENERAL REVENUES	-	-	-	-	-	3,079
	COMBINED REVENUES PRIOR YEAR	27,026	56,482	325,820	21,820	-	-
100-33-7005	JUVENILE COURT IGA	151,840	246,926	-	133,481	-	260,963
100-35-1160	JUVENILE COURT FINES	11,093	7,404	12,000	3,194	-	7,000
Total Revenues		189,959	310,813	337,820	158,495	-	347,315
Net Surplus/(Deficit)		-	-	-	-	-	-

009 - Juvenile Court - Personnel

	Title	Full Time Equivalent (FTE)
	JUVENILE COURT JUDGE	0.5
	JUVENILE COURT JUDGE	0.5
Total Personnel		1

* Court-appointed attorneys
required.

§ 15-11-52. Terms and compensation of judges

(a) Each appointed juvenile court judge shall serve for a term of four years.

(b) The compensation of the full-time or part-time juvenile court judges shall be set by the superior court with the approval of the governing authority or governing authorities of the county or counties for which the juvenile court judge is appointed.

(c) Out of funds appropriated to the judicial branch of government, the state shall contribute toward the salary of the judges on a per circuit basis in the following amounts:

(1) Each circuit with one or more juvenile court judges who are not superior court judges assuming the duties of juvenile court judges shall receive a state grant of \$100,000.00;

(2) In addition to the amount set forth in paragraph (1) of this subsection, each circuit which has more than four superior court judges shall be eligible for additional state grants in the amount of \$25,000.00 per superior court judgeship exceeding four judges in such circuit;

(3) In circuits where the superior court judges elect to use the state grant for one or more part-time judges, the amount of the state grant shall be as follows; provided, however, that such grant shall not exceed the amount the circuit is eligible to receive under paragraphs (1) and (2) of this subsection:

(A) For each part-time judge who works one dayweekly \$20,000.00

(B) For each part-time judge who works two daysweekly 40,000.00

(C) For each part-time judge who works three daysweekly 60,000.00

(D) For each part-time judge who works four daysweekly 80,000.00; and

(4) All state grants provided by this subsection shall be spent solely on salaries for juvenile court judges and shall not be used for any other purposes.

History:

Amended by 2017 Ga. Laws 38,§2-1, eff. 7/1/2017;only if funds are appropriated for purposes of Part II of this Act in an appropriations Act enacted at the 2017 regular session of the General Assembly. Added by 2013 Ga. Laws 127,§1-1, eff. 1/1/2014.

Staff Report

Subject: Coastal Incentive Grant Award Agreement Amendment
Author: Mark W. Barnes, Finance Director
Department: Finance Department
Meeting Date: 11/21/23
Item Description: Consideration to approve an amendment to the Coastal Incentive Grant award agreement for the stormwater master plan, extending the timeframe for master plan completion.

Summary Recommendation:

Staff recommends approval of the amendment.

Executive Summary:

The County has been awarded a Coastal Incentive Grant from the Georgia Department of Natural Resources. The stormwater master plan project is complete and was accepted at the 11/7/23 public meeting, however since this was after the original 10/1/23 deadline for the grant, this grant extension is required.

The CIG stormwater grant was divided into two funding cycles, Cycle 24 and Cycle 25 for each of the two years the project was being worked on, so each cycle needs an extension amendment. These amendments will give the project until March 2024 to be fully wrapped up – since the masterplan itself is already finished we expect to need far less time than this.

Background:

1. The original award agreement term ran through 10/1/23 for both Cycle 24 and 25.
2. This amendment extends that timeframe to 3/31/24.
3. The stormwater plan is complete and was accepted at the 11/7/23 public meeting.

Alternatives for Commission to Consider:

1. Approve the award agreement amendments.
2. Do not approve the amendments.

Recommended Alternative:

Staff recommends Alternative number 1 – Approve the amendment to the Coastal Incentive Grant award agreements.

Other Alternatives: N/A

Department Review: Finance

Funding Source:

No funding required

Attachments:

1. Georgia Coastal Incentive Grant Award Agreement cycle 24 Amendment #3
2. Georgia Coastal Incentive Grant Award Agreement cycle 25 Amendment #1

**GEORGIA COASTAL INCENTIVE GRANT AWARD AGREEMENT
CYCLE25**

Y2 -Storm water Master Plan

AMENDMENT # 1

Pursuant to the terms outlined in section (D) TERM and section (Z) CONTRACT INTERPRETATION of the “COASTAL INCENTIVE GRANT AWARD AGREEMENT CYCLE25 ,” between the Georgia Department of Natural Resources, COASTAL RESOURCES DIVISION and the Effingham County Board of Commissioners (“Sub-grantee”) for the Award entitled “Y2 -Storm water Master Plan ,” dated Sep 13, 2022 , the following changes are made part of the Agreement:

Section A. TERM is hereby amended to extend the end date of the Award Agreement from October 1, 2023 to March 31, 2024 .

IN WITNESS WHEREOF, the parties have executed this Amendment # 1 as of the 9 day of August, 2023.

Georgia Department of Natural Resources, Coastal Resources Division

By: _____
Doug Haymans, Director

Effingham County Board of Commissioners (Sub-grantee)

By: _____

Name _____

Title _____

**GEORGIA COASTAL INCENTIVE GRANT AWARD AGREEMENT
CYCLE24**

Y1- Stormwater Master Plan

AMENDMENT #³

Pursuant to the terms outlined in section (D) TERM and section (Z) CONTRACT INTERPRETATION of the “COASTAL INCENTIVE GRANT AWARD AGREEMENT CYCLE²⁴,” between the Georgia Department of Natural Resources, COASTAL RESOURCES DIVISION and the University of Georgia Research Foundation, Inc. (“Sub-grantee”) for the Award entitled “Y1- Stormwater Master Plan,” dated Aug. 20, 2021, the following changes are made part of the Agreement:

Section A. TERM is hereby amended to extend the end date of the Award Agreement from October 1, 2023 to March 31, 2024.

IN WITNESS WHEREOF, the parties have executed this Amendment #³ as of the 11th day of August, 2023.

Georgia Department of Natural Resources, Coastal Resources Division

By: _____
Doug Haymans, Director

University of Georgia Research Foundation, Inc (Sub-grantee)

By: _____

Name _____

Title _____

Staff Report

Subject: Approval of Update to HR SOP 2.15 Travel, Employment and Board of Commissioners Expenses, Section C. Guidelines, #3 Meals and Miscellaneous, #1 Per Diem Allowance.

Author: Sarah Mausolf, Director

Department: Human Resources and Risk Management

Meeting Date: October 17, 2023

Item Description: Request to approve an Update to HR SOP 2.15 Travel, Employment and Board of Commissioners Expenses, Section C. Guidelines, #3 Meals and Miscellaneous, #1 Per Diem Allowance.

Summary Recommendation

After conducting a BOC Workshop (Tuesday, 6/20/2023) and further discussion at the BOC Retreat (Saturday, 8/26/2023), staff recommends updating HR SOP 2.15 Travel, Employment and Board of Commissioners Expenses, Section C. Guidelines, #3 Meals and Miscellaneous, #1 Per Diem Allowance.

1. *Per Diem* allowance – Expenses shall be paid/reimbursed based on Per Diem Rates determined through the U.S. General Services Administration (GSA) Website (<https://www.gsa.gov/travel/plan-book/per-diem-rates>). Partial days shall be prorated on this website as well. If travel is required before 7 a.m., then breakfast will be paid; if travel is required after 7 p.m., then dinner will be paid. If policies herein prove inadequate, then flexibility can be permitted, but only upon the specific advance approval of the County Manager or Chairman.
 - Using the GSA website allows us to remain in compliance with IRS Guidelines.
 - The GSA website automatically updates every six months.

Alternatives

1. Recommend approval of Update to HR SOP 2.15 Travel, Employment, and Board of Commissioners Expenses, Section C. Guidelines, #3 Meals and Miscellaneous, #1 Per Diem Allowance.
2. Disapprove and provide staff with guidance on how to proceed.

Other Alternatives: None

Department Review: County Manager, Finance, and Human Resources.

Funding Source: No impact.

Attachment: Current HR SOP 2.15
Updated HR SOP 2.15 Draft
Sample: Springfield, GA October 2023 Per Diem Rates

EFFINGHAM COUNTY BOARD OF COMMISSIONERS

Human Resources Standards of Practice

Standards of Practice: Section 2.15	Issue Date: 6/15/2021 New _____ Revised _____ Supersedes Policy Dated:
Title: Travel, Employment and Board of Commissioners Expenses	Approved By Effingham County Board of Commissioners

2.15 - TRAVEL, EMPLOYMENT AND BOARD OF COMMISSIONER EXPENSES

A. PURPOSE

The purpose of this policy is to establish uniform expense guidelines for board members, elected officials, employees, and approved volunteers (representing Effingham County). These guidelines will govern all allowed expenses, reimbursements, allowances, and advances for any travel, or other business expenses, which are incurred only when conducting County business as required by the Board of Commissioners.

B. STANDARD

1. All out-of-County travel by allowed participants shall be reimbursed/advanced only after proper and prior authorization has been obtained. To receive authorization, a Travel/ Expense Form must be completed and submitted for approval.

a. All travel and other County business expenses must be approved by the Department Head (where appropriate) and the County Manager and/or Chairman. The County Manager may refer major travel and expenses (over \$500 – estimated) to the Chairman for joint review.

2. The County will only pay/reimburse the cost of a single room, single coach class airfare, single meals, etc., unless specific advance approval is obtained from the County Manager and/or the Chairman.

3. Advanced per diem payments are authorized at the discretion of the County Manager and/or the Commissioners.

EFFINGHAM COUNTY BOARD OF COMMISSIONERS

Human Resources Standards of Practice

Standards of Practice

Section 2.15

Title: **Travel, Employment and Board of Commissioners Expenses**

C. GUIDELINES

The following list of expenses is allowable for reimbursement/advancement by Effingham County, if they are actually incurred/were caused while conducting County business.

1. **Transportation:**

1. Air Travel – Coach class airfare may be paid/reimbursed for travel to locations of more than 200 miles in distance.

2. Vehicle Travel – The actual expense of any gas and oil will be paid/reimbursed, based on actual receipts, when using a county vehicle. If a County vehicle is not available, a private auto may be used only with prior approval (see above). Mileage will be paid/reimbursed at the current federal allowance for the official County miles only. All persons are encouraged to travel in groups, in order to reduce expenses.

a. Any person operating any County vehicle must possess a current valid driver's license, and is required to report any occurrences affecting their driving record, or the validity of their license, to their Department Head prior to reserving a vehicle.

b. To ensure availability of an automobile, County staff and Commissioners must schedule the use of all county vehicles with the appropriate Department Head or the County Manager.

2. **Lodging:** Payments/reimbursements will be allowed for the actual cost of adequate lodging, only if valid hotel/motel receipts accompany the travel/expense form. Lodging will not be reimbursed if the site of the meeting/business is less than 100 miles from Effingham County. If there is a special event within 100 miles, and lodging is requested, specific advance approval by the County Manager and/or the Chairman must be obtained. Each person shall be responsible for filing the proper tax exemption forms at the time of check-in.



EFFINGHAM COUNTY BOARD OF COMMISSIONERS

Human Resources Standards of Practice

Standards of Practice

Section 2.15

Title: **Travel, Employment and Board of Commissioners Expenses**

3. **Meals and miscellaneous:** The cost of related miscellaneous items such as tips, cab or shuttles fares and parking expenses may be paid/reimbursed based on submittal of actual receipts, and only after proper and prior authorization has been obtained. Receipts must be attached to the completed travel/expense form.

1. *Per Diem* allowance – Expenses shall be paid/reimbursed on the basis of a flat allowance of either “Major city” or “Other city” per day. Partial days shall be prorated on this basis. If travel is required before 7 a.m., then breakfast will be paid; if travel is required after 7 p.m., then dinner will be paid. If policies herein prove inadequate, then flexibility can be permitted, but only upon the specific advance approval of the County Manager and/or Chairman.

	*Major City	Other City
Breakfast	\$12.00	\$7.00
Lunch	\$18.00	\$10.00
Dinner	\$30.00	\$18.00
Total per day	\$60.00	\$35.00

(*Major cities are those with population in excess of 200,000. Commissioners and administrative staff attending legislative functions, county association meetings and sponsored training will use the major rate).

2. Guests, including, but not limited to representatives of companies, local state or federal dignitaries (and their guest) may be entertained on occasion, when it is deemed to be necessary official County business. Guests do not include family or personal guests.

3. If meals are provided as part of the registration fee for conventions, seminars, schools, or association meetings, then the per diem allowance will be adjusted accordingly.

4. **Registration fees:** Fees charged for registration at any convention, seminar, school or association meeting are allowable for reimbursement. Registration fees should be paid in advance (directly to the vendor), so that the County may take



EFFINGHAM COUNTY BOARD OF COMMISSIONERS

Human Resources Standards of Practice

Standards of Practice Section 2.15	Title: Travel, Employment and Board of Commissioners Expenses
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advantage of any discounts for early registration. Requests for advances to pay fees must be accompanied by the registration form.

5. **Advances:** A cash advance can be obtained for items other than registration fees when, in the opinion of the County Manager and/or Chairman, payment would be a hardship for those traveling on County business. All portions of the advance request form must be completed before it is submitted for approval to the County Manager and/or Chairman.

6. **Forms:**

1. The Travel/Expense form is to be used for travel and related expenses. All portions of the form must be completed prior to its submission to the County Manager and/or Chairman for approval.

2. All other travel or other expenses for which County reimbursement is claimed must be reported on the Travel/Expense form. To obtain reimbursement for travel expenses, the form must be submitted to the Purchasing Department within five (5) days of return from travel. To obtain reimbursement for all other expenses, the form must be submitted within thirty (30) days of incurring the expense. All receipts, ticket stubs and vendor documentation that support the payment/reimbursement request must be attached to the travel/expense form. All attached items should be in original form, if possible.

Staff Report

Subject: 2nd Reading – Ordinance Revision
Author: Steve Candler, Director Development Services
Department: Development Services
Meeting Date: November 21, 2023
Item Description: Consideration to **approve** an **amendment** to the Code of Ordinances **Part II – Official Code, Chapter 10, Article IV – Animal Care; 10-112-Keeping of Fowl** the Effingham County Code of Ordinances.

Summary Recommendation

Staff recommends **approval** of the amendment because this is what code enforcement is enforcing.

Executive Summary/Background

The amendment allows the public to understand the keeping of all types of fowl for non-commercial uses. This amendment coincides with what code enforcement has been enforcing for some time. The most significant change from the current ordinance reads is the keeping of four (4) chickens in an R-1; provided the homeowner can maintain the proper distances for the coup.

Alternatives

- 1. Approve an amendment** to the Code of Ordinances **Part II – Official Code, Chapter 10, Article IV – Animal Care; 10-112-Keeping of Fowl** the Effingham County Code of Ordinances.
- 2. Deny an amendment** to the Code of Ordinances **Appendix C –Zoning Ordinance, Article IX – Amendments to Map or Text, Section 9.3 - Procedure for Calling a Public Hearing**

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Development Services

FUNDING: N/A

Attachments: 1. Draft of Code of Ordinances **Part II Part II – Official Code, Chapter 10, Article IV – Animal Care; 10-112-Keeping of Fowl** the Effingham County Code of Ordinances.

Sec. 10-112 Keeping of fowl. (also known as “The Chicken Ordinance”)

(1) Residential fowl is subject to the following regulations:

- a. Permitted fowl: chickens, turkeys, guineas, geese, ducks, pigeons, or similar fowl
 1. Permitted fowl per zoning district:
 - a. All permitted fowl: AR-1
 - b. All non-commercial fowl: AR-2
 2. Conditional fowl per zoning district (MUST OBTAIN PERMIT FROM DEVELOPMENT SERVICES):
 - a. Chickens only (NO ROOSTERS, only hens): R-1
 3. Prohibited animals per zoning district:

- a. Commercial fowl: AR-2
 - b. Turkeys, guineas, geese, ducks, swans, quails, partridges, pigeons, peafowls, and peacocks: R-1, and all other zoning districts.
4. Minimum lot size:
- a. AR-1: five (5) acres
 - b. AR-2: one (1) acre
 - c. R-1: half (.5) acre
- b. Location of chicken coop from an occupied residential dwelling: 150 feet
 - c. Permitted number of approved poultry animals, collectively:
 - 1. Properties zoned AR-1: Maximum number may be fifteen (15) per acre.
 - 2. Properties zoned AR-2: Maximum number may be ten (10) per acre.
 - 3. Properties zoned R-1: Maximum number may be four (4) total.
 - d. Obtaining Backyard Hen Permit Process:
 - a. Items Needed:
 - 1. Application Submitted to the Development Services Department
 - 2. Plot plan showing chicken coop location and distance to neighboring residential dwellings.
 - 3. **\$20 Animal Permit Fee**
 - b. Once application has been submitted it will be reviewed by the Zoning Department to verify minimum distance requirements.
 - c. The Permit will be issued to the property owner. The permit must be readily available in case any code enforcement complaint comes in.
 - d. After being approved by zoning, code enforcement will be notified the property owner has received the Backyard Hens Permit.
- (2) Such fowl shall be kept at the following minimum distances from any occupied building except the dwelling unit of the owner:

Animal	Distance (Feet)
Chickens (4 or less in R-1)	150
Chickens, turkeys, guineas, geese, ducks, pigeons, or similar fowl (2 or more in AR-1 or AR-2)	200

AMENDMENT TO ARTICLE IV, SECTION 10-112
OF THE EFFINGHAM COUNTY CODE OF ORDINANCES

AN ORDINANCE TO AMEND ARTICLE IV OF THE EFFINGHAM COUNTY ZONING ORDINANCE AND TO REPEAL ALL OTHER ORDINANCES IN CONFLICT HEREWITH.

BE IT ORDAINED by the Effingham County Board of Commissioners in regular meeting assembled and pursuant to lawful authority thereof:

Subsection 10-112 is amended as Keeping of Fowl. (also known as “The Chicken Ordinance), as follows:

(1) Residential fowl is subject to the following regulations:

- a. Permitted fowl: chickens, turkeys, guineas, geese, ducks, pigeons, or similar fowl
 1. Permitted fowl per zoning district:
 - a. All permitted fowl: AR-1
 - b. All non-commercial fowl: AR-2
 2. Conditional fowl per zoning district (MUST OBTAIN PERMIT FROM DEVELOPMENT SERVICES):
 - a. Chickens only (NO ROOSTERS, only hens): R-1
 3. Prohibited animals per zoning district:
 - a. Commercial fowl: AR-2
 - b. Turkeys, guineas, geese, ducks, swans, quails, partridges, pigeons, peafowls, and peacocks: R-1, and all other zoning districts.
 4. Minimum lot size:
 - a. AR-1: five (5) acres
 - b. AR-2: one (1) acre
 - c. R-1: half (.5) acre
- b. Location of chicken coop from an occupied residential dwelling: 150 feet
- c. Permitted number of approved poultry animals, collectively:
 1. Properties zoned AR-1: Maximum number may be fifteen (15) per acre.
 2. Properties zoned AR-2: Maximum number may be ten (10) per acre.
 3. Properties zoned R-1: Maximum number may be four (4) total.

d. Obtaining Backyard Hen Permit Process:

a. Items Needed:

1. Application Submitted to the Development Services Department
2. Plot plan showing chicken coop location and distance to neighboring residential dwellings.

3. \$20 Animal Permit Fee

- b. Once application has been submitted it will be reviewed by the Zoning Department to verify minimum distance requirements.
- c. The Permit will be issued to the property owner. The permit must be readily available in case any code enforcement complaint comes in.
- d. After being approved by zoning, code enforcement will be notified the property owner has received the Backyard Hens Permit.

- (2) Such fowl shall be kept at the following minimum distances from any occupied building except the dwelling unit of the owner:

Animal	Distance (Feet)
Chickens (4 or less in R-1)	150
Chickens, turkeys, guineas, geese, ducks, pigeons, or similar fowl (2 or more in AR-1 or AR-2)	200

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

This ____ day of _____ 20__.

BOARD OF COMMISSIONERS,
EFFINGHAM COUNTY, GEORGIA

FIRST READING: _____

BY: _____
CHAIRMAN

SECOND READING: _____

ATTEST:

STEPHANIE JOHNSON
EFFINGHAM COUNTY CLERK

Staff Report

Subject: Intergovernmental Agreement with Live Oak Public Libraries
Author: Tim Callanan, County Manager
Department: County Manager
Meeting Date: November 21, 2023
Item Description: Consideration to approve an Intergovernmental Agreement between the Counties of Chatham, Liberty and Effingham with Live Oak Public Libraries
(Tabled at the 11-07-23 meeting)

Summary Recommendation: The staff recommends the approval of the Intergovernmental Agreement with Live Oak Public Libraries.

Executive Summary/Background: The Regional Board of Live Oak Public Libraries has approved updated advisory bylaws. They are requesting that each county approve and sign the IGA. This item was tabled at the November 7th Board of Commissioners meeting.

Alternatives for Commission to Consider:

1. Approve the IGA with Live Oak Public Libraries.
2. Do not approve the proposed agreement.
3. Provide Staff with direction.

Recommended Alternative: Staff recommends alternative 1 – Approve the IGA with Live Oak Public Libraries.

Other Alternatives: None

Department Review: *(list departments)*
 County Attorney, County Manager

Funding Source: N/A

Attachments: Amended Intergovernmental Agreement Between Chatham County, Georgia, and Liberty County, Georgia, and Effingham County Georgia, and Live Oak Public Libraries

AMENDED INTERGOVERNMENTAL
AGREEMENT BETWEEN
CHATHAM COUNTY, GEORGIA,
AND
LIBERTY COUNTY, GEORGIA,
AND
EFFINGHAM COUNTY, GEORGIA, AND
LIVE OAK PUBLIC LIBRARIES

WHEREAS, in 1903, the City of Savannah formed a public library for the use and enjoyment of the citizens of that city; and,

WHEREAS, 1945 Effingham County joined the City of Savannah's library system that was not yet associated with other regional library systems;

WHEREAS, in 1945, Chatham County joined the City of Savannah and Effingham County libraries to form the Chatham-Effingham Regional Library; and,

WHEREAS, in 1956 Liberty County further join this regional operation that was then so named the Chatham-Effingham-Liberty Library; and,

WHEREAS, in 1963 the Library for the Colored Citizens of Savannah came under the regional umbrella system of the Chatham-Effingham-Liberty Library; and,

WHEREAS, in November 18, 1966 there was an agreement made transferring the responsibility to maintain and support the public libraries to Chatham County from the City of Savannah in order to establish a county-wide library system;

WHEREAS, in 2002, the regional library system formally changed its name to the Live Oak Public Libraries to reflect the growth of the entire system and the character of the lands its serves; and,

WHEREAS, Live Oak Public Libraries is the regional library board that shall be known as the Board of Trustees of the Live Oak Public Libraries ("regional board");

WHEREAS, the regional board and counties acknowledge their fiduciary duty to citizens to provide top quality library services within the limits of available resources and in compliance with State laws, rules and regulations; and to ensure that the LOPL is operated in an efficient and effective manner.

Therefore, now the parties agree as follows:

Section 1. Regional Board Membership

- a. All members of the Chatham County library board shall serve as regional members of the regional library board (8 members).
- b. The Effingham County library board shall appoint two members to serve on the regional library board.
- c. The Liberty County library board shall appoint two members serve on the regional library board.
- d. The regional library board acts as the governing body or Board of Trustees for the LOPL.

Section 2. Duties of each parties' Board of Commissioners:

Each County Board of Commissioners is responsible for:

- a. Appointing members to the Board of Trustees and to the County library boards as stated in the LOPL Constitution.
- b. Reconsidering or removing a Library Board member for cause or other reason per OCGA 20-5-42. Includes removal for failure to comply with duties and responsibilities.
- c. Ensuring that the County Manager works with the Library Executive Director and provides support for daily operations.
- d. Ensuring that the County Manager participates on the Advisory Committee.
- e. Acting as a fiscal agent for the Library within its County, and County will receive and distribute any funds from its municipalities for the Library.
- f. Providing sufficient and adequate financial support to the Library, subject to annual appropriation and review of any targeted performance outcomes as determined by each Commission.
- g. Providing capital funding and other funding outside of the Library's regular operating budget. Counties reserve the right to control construction of any capital project and disburse all capital funding proceeds as determined by each Commission.
- h. Providing at least one vehicle for LOPL operations, title retained by the County, and will provide legal representation for LOPL as necessary.

Section 3. Duties of the Chatham County Board of Commissioners

Chatham County Board of Commissioners agrees to:

- a. Disburse funds in advance to the LOPL in not less than quarterly installments based on approved annual budget. Chatham County can adjust the appropriation and budget during the course of the current or next fiscal year if agreed-upon service levels are not met or LOPL fails to expend funds for stated purposes.
- b. Provide administrative services to LOPL upon approval of County Manager to include County Attorney, Human Resources, Internal Audit, Finance and Purchasing. Such

support will include title research on LOPL facilities with the intent of transferring title for facilities to the LOPL.

- c. Provide operational support to LOPL upon approval of County Manager to include Facilities Maintenance and Fleet. Facilities maintenance will be provided to assist LOPL in repairs of its facilities but not for daily maintenance functions. County Manager may invoice LOPL for operational support.
- d. Provide retirement and health benefits for individuals not eligible for State benefits - Green.
- e. Transfer title of library facilities to LOPL who will maintain insurance coverage thereon. Chatham will maintain a reversionary interest.
- f. Categorize the LOPL as a department within the Culture and Recreation function.

Section 4. Duties of the Liberty County Board of Commissioners

The Liberty County Board of Commissioners agrees to:

- a. Provide facilities for operations which are suitable to meet the needs of LOPL and patrons of the service, and maintain and insure facilities and grounds.
- b. Perform repairs to major infrastructure items when said repairs exceed \$5,000 and to keep insurance on such buildings in a sufficient amount to replace or repair the facility should it be destroyed.
- c. Assist LOPL staff with any expertise or guidance needed to perform normal maintenance activities or repairs under \$5,000.
- d. Provide maintenance/ repair of security and HVAC systems.
- e. Provide annual fire inspections and maintenance of fire extinguishers. LOPL will provide maintenance and repair for fire detection systems.
- f. Provide annual termite inspections/warranty.

Section S. Duties of the Effingham County Board of Commissioners

The Effingham County Board of Commissioners agrees to:

- a. Provide facilities approved by Effingham County for operations.
- b. Maintain and insure facilities and grounds.
- c. Provide for custodial services, janitorial supplies and routine maintenance and repairs to include major infrastructure and mechanical systems.
- d. Pay electric, telecommunications, gas and water utility costs to operate the facilities provided pursuant to this agreement.
- e. Provide lawn care services at the facilities provided pursuant to this agreement.
- f. Provide monthly pest control services.
- g. Provide annual fire inspections and maintenance of fire extinguishers.

Section 6. Duties of the LOPL

The LOPL is responsible for:

- a. Regional board and County library board will submit budget requests in detail under each County Manager's procedures through the Library Executive Director.
- b. LOPL shall provide monthly and fiscal year-to-date financial reports to the County Manager or an approved designee that show budgetary status and use of funds within each County and for its overall operations. Financial reports will provide a narrative to explain significant budget variances. LOPL shall provide information on significant capital asset purchases to impacted jurisdictions prior to expenditure (cost greater than \$100,000) to include ongoing maintenance costs and operating budget impacts.
- c. LOPL shall provide information to each County Manager or an approved designee about the calculation and allocation of administrative cost centers to each county's cost center. Activities of the LOPL Foundation shall not be commingled with the LOPL's accounts or management.
- d. LOPL shall provide audited financial statements within four months of the end of the its fiscal year. Such audited statements will include a schedule showing the revenues and expenditures from and for each County within the Library system. LOPL will also submit any Single Audit report or Management Letter from the independent auditors to the County Manager of each supporting county.
- e. Upon request, LOPL will provide representatives to present financial reports and respond to inquiries of the Board of Commissioners.
- f. LOPL will disburse County funds per approved budget and will provide any requested performance measures or benchmarks to support its use of funds.
- g. LOPL will participate fully in all County CIP budgeting including Special Purpose Local Option Sales Tax (SPLOST).
- h. LOPL will align Purchasing policies and procedures to Chatham County policies, except as modified by the Advisory Committee.
- i. Board of Trustees Chair, one other member of the Board of Trustees and the Library Executive Director will participate on the Advisory Committee.
- j. LOPL will adopt separate personnel policies that ensure equitable hiring practices and an objective employee grievance process.
- k. LOPL agrees to assume title for its facilities wherein deeds will be transferred within six months of the agreement date.
- l. LOPL will assume responsibility for property insurance coverage on its facilities and contents and will also maintain workers compensation insurance through its own policies.
- m. LOPL will maintain its facilities on a day-to-day basis and not utilize County staff for daily maintenance functions.
- n. LOPL will amend its constitution and bylaws to reflect the role of the Advisory Committee.

Section 7. Advisory Committee

An Advisory Committee shall be formed to provide operational guidance to LOPL. Actions of the Committee shall be by majority vote, and the Committee may be convened upon request of any member.

- a. Membership of the Advisory Committee shall consist of:
 - i. The County Manager or his/her designee of each supporting county
 - ii. The Chair of the Regional Board
 - iii. One other Regional Board member, as appointed by the Chair
 - iv. The Library Executive Director will participate on the Committee as an ad hoc (non-voting) member.
- b. The Advisory Committee shall review and approve LOPL Administrative Policies and Procedures, and shall forward their actions to the Board of Trustees for subsequent affirmation. Administrative policies and procedures include but are not limited to Purchasing Policies, Human Resource Policies (including General Hiring Processes and Grievance Processes), and Financial Policies.
- c. The Advisory Committee shall assist the Library Executive Director with the development of long-term strategic, capital and financial plans.
- d. The Advisory Committee shall review interim financial information as well as proposed budgets as provided by the Director. The Director shall formally notify committee members when actual expenditures are projected to exceed budgeted amounts, identify the reasons for such variance, and outline a plan of corrective action. The Director shall notify the committee members of significant staff increases/decreases impacting service levels and budgeted expenditures within each locality.
 - i. Under no circumstances shall any County be obligated to share in cost increases not formally approved by that County during the annual budget process.
- e. The Advisory Committee shall perform any other tasks assigned by the Constitution of the LOPL; the by-laws of the LOPL, or by any other law.

Section 8. Other Inquiries

- a. The County Managers may make other inquiries about the management of the LOPL outside of the Advisory Committee, and the Library Executive Director shall provide prompt responses. Such inquiries may include citizen comments and complaints as well as general operational questions.
 - i. Any County has the right to audit books and records of LOPL.
 - ii. Modifications to the agreement require unanimous support from all parties.
 - iii. Any party may provide 6 month's written notice to terminate the Agreement.

EFFINGHAM COUNTY, GEORGIA

BY: _____
Wesley Corbitt, Chairman
Board of Commissioners

ATTEST: _____
Stephanie Johnson
County Clerk (SEAL)

DATE: _____

Subject: Rezoning (First District)
Author: Chelsie Fernald, Planner II
Department: Development Services
Meeting Date: November 21, 2023
Item Description: **Marnier Group Ltd. As agent for Robert Fletcher Waldour and Lynette Waldour** requests to rezone 44.509 +/- acres from **AR-1** to **R-3** to allow for a multifamily residential development. Located on Blue Jay Road. **[Map# 326 Parcel #17]**

Summary Recommendation

Staff has reviewed the application, and recommends **approval** of the request to **rezone** 44.509 +/- acres from **AR-1** to **R-3** to allow for a multifamily residential development, with conditions.

Executive Summary/Background

- The request for rezoning is a requirement of Appendix C, Article IX-Amendments to Map or Text, Section 9. Article V – Uses Permitted, Section 5.6.1.2 permits multifamily dwellings in the R-3 zoning district.
- The applicant requests to develop an apartment complex, consisting of approximately 288 total units housed in approximately 10 3-story buildings. The building height will require a variance.
- Proposed amenities include clubhouse, pool, dog park, nature trail, and outdoor courtyards.
- The site is located at the intersection of two collector roads, Highway 17 being a major collector road.
- The criteria for recommendation on whether a property should be rezoned is contained in The Zoning Procedure Law (of Georgia) and is incorporated in to the Effingham County Code of Ordinance in Article IX, section 9.5 to include the following questions:
 - *Could the proposed zoning allow uses that overload either existing or proposed public facilities such as streets, utilities, or schools?*
 - A TIA has not yet been conducted.
 - No applicable agencies have submitted comment or concern.
 - *Could traffic created by the proposed use, or other uses permissible under the zoning sought, traverse established single-family neighborhoods on minor streets, leading to congestion, noise, and traffic hazards?*
 - A TIA has not yet been conducted.
 - The proposed development proposes direct access on both Blue Jay Road and Highway 17 S.
 - *Does the property which is proposed to be rezoned have a reasonable economic use under existing zoning?*
 - The property is currently undeveloped and has a prevalence of wetlands which need to be delineated for any future active use.
 - *Does the proposed change constitute "spot zoning" which would permit a use which would be unsuitable, considering the existing use and development of adjacent and nearby property?*
 - The surrounding area primarily AR-1, with multiple commercial properties in the immediate area.
 - *Would the proposed change in zoning adversely affect existing use or usability of adjacent or nearby property?*
 - The zone change should not impact the use of nearby properties.
 - *Do other conditions affect the property so as to support a decision against the proposal?*
 - No known conditions exist to support a decision against the rezoning.
- At the October 10, 2023 Planning Board meeting, Mr. Brad Smith made a motion for approval with Staff Recommendations. Mr. Peter Higgins second and the motion carried unanimously.
- At the November 7, 2023 Board of Commissioners meeting this item was tabled to the November 21, 2023 meeting.

Alternatives

1. **Approve** the request to **rezone** 44.509 +/- acres from **AR-1** to **R-3**, with the following conditions:
 1. Separation of the 44.509 acres of project site shall be required, either by minor subdivision plat or Tax Assessor (in the case of a TPO combination), before the rezoning can take effect.
 2. A variance from maximum height restrictions in R-3 must be granted before the rezoning can take effect.
2. **Deny** the request for to **rezone** 44.509 +/- of acres from **AR-1** to **R-3**.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Development Services

FUNDING: N/A

Attachments:

1. Rezoning application and checklist	3. Plat	5. Deed
2. Ownership certificate/authorization	4. Aerial photograph	

ATTACHMENT A – REZONING AMENDMENT APPLICATIONApplication Date: September 6, 2023Applicant/Agent: Mariner Group Ltd.Applicant Email Address: ismith@marinergroup.usPhone # (404) 402-5077Applicant Mailing Address: 2970 Peachtree Road NW, Suite 850City: Atlanta State: GA Zip Code: 30305Property Owner, if different from above: Robert Fletcher Waldour and Lynette D. Waldour
Include Signed & Notarized Authorization of Property Owner

Owner's Email Address (if known): _____

Phone # (912) 665-1830Owner's Mailing Address: 4440 Blue Jay RoadCity: Guyton State: GA Zip Code: 31312Property Location: Southwest corner of Blue Jay Road and Highway 17 (wrapping the Parker's Convenience Store)Proposed Road Access: Main entrance on Blue Jay Road, secondary entrance on Highway 17 via access easementPresent Zoning of Property: AR-1 Proposed Zoning: R-3Tax Map-Parcel # 326-17 Total Acres: +/- 54.509 Acres to be Rezoned: +/- 44.509Lot Characteristics: Irregularly shaped, generally flat sloping to the west with planted pines.**WATER**☐ Private Well☒ Public Water System (to be installed)If public, name of supplier: Effingham County**SEWER**☐ Private Septic System☒ Public Sewer System (to be installed)

Justification for Rezoning Amendment: _____

List the zoning of the other property in the vicinity of the property you wish to rezone:

North B-3 & AR-1 South AR-1 East B-3 & AR-1 West AR-1

1. Describe the current use of the property you wish to rezone.

The property is currently unimproved and about 50% covered with planted pines.

2. Does the property you wish to rezone have a reasonable economic use as it is currently zoned?

The current use is probably the lowest yielding economic use.

3. Describe the use that you propose to make of the land after rezoning.

Development of a Class A, fully amenitized multifamily project similar in nature to Mariner Grove,

The Ellis and Marion Lake (all developed by Mariner Group and located in Savannah.)

4. Describe the uses of the other property in the vicinity of the property you wish to rezone?

The property is adjacent to a Parker's Convenience Store, across the street from a BP Gas Station and catty-corner to a Dollar General. The balance of the nearby uses are self-storage, agricultural and residential.

5. Describe how your rezoning proposal will allow a use that is suitable in view of the uses and development of adjacent and nearby property?

The proposed use will provide much needed high quality housing stock to the South Effingham area

and is complimentary to the other uses that have located recently at the intersection.

6. Will the proposed zoning change result in a use of the property, which could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools?

The existing infrastructure that would support the proposed use has been studied and has adequate capacity to support the proposed use.

Applicant Signature:  on behalf of Ian Smith Date 09/06/2023

TRIM LINES

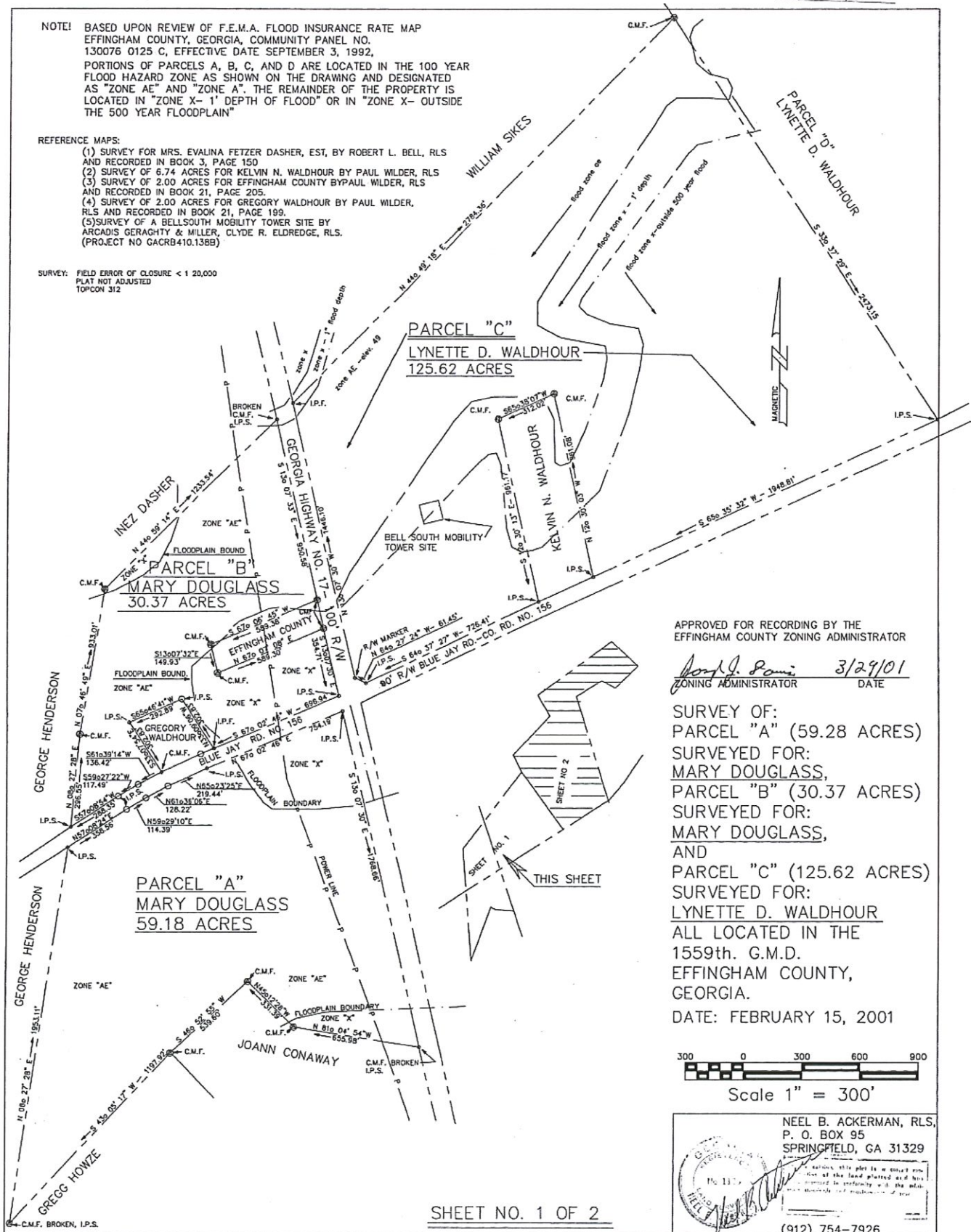
Filed for Record
Book B122 Page A
Date 3/29/2001

NOTE: BASED UPON REVIEW OF F.E.M.A. FLOOD INSURANCE RATE MAP EFFINGHAM COUNTY, GEORGIA, COMMUNITY PANEL NO. 130076 0125 C, EFFECTIVE DATE SEPTEMBER 3, 1992, PORTIONS OF PARCELS A, B, C, AND D ARE LOCATED IN THE 100 YEAR FLOOD HAZARD ZONE AS SHOWN ON THE DRAWING AND DESIGNATED AS "ZONE AE" AND "ZONE X". THE REMAINDER OF THE PROPERTY IS LOCATED IN "ZONE X- 1' DEPTH OF FLOOD" OR IN "ZONE X- OUTSIDE THE 500 YEAR FLOODPLAIN"

REFERENCE MAPS:

- (1) SURVEY FOR MRS. EVALINA FETZER DASHER, EST, BY ROBERT L. BELL, RLS AND RECORDED IN BOOK 3, PAGE 150
- (2) SURVEY OF 6.74 ACRES FOR KELVIN N. WALDHOUR BY PAUL WILDER, RLS
- (3) SURVEY OF 2.00 ACRES FOR EFFINGHAM COUNTY BY PAUL WILDER, RLS AND RECORDED IN BOOK 21, PAGE 205.
- (4) SURVEY OF 2.00 ACRES FOR GREGORY WALDHOUR BY PAUL WILDER, RLS AND RECORDED IN BOOK 21, PAGE 199.
- (5) SURVEY OF A BELL SOUTH MOBILITY TOWER SITE BY ARCADIS GERAGHTY & MILLER, CLYDE R. ELDREDGE, RLS. (PROJECT NO GACRB410.135B)

SURVEY: FIELD ERROR OF CLOSURE < 1/20,000
PLAT NOT ADJUSTED
TOPCON 312



APPROVED FOR RECORDING BY THE
EFFINGHAM COUNTY ZONING ADMINISTRATOR

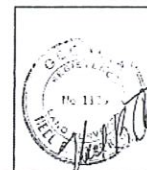
Paul J. Pami 3/29/01
ZONING ADMINISTRATOR DATE

SURVEY OF:
PARCEL "A" (59.28 ACRES)
SURVEYED FOR:
MARY DOUGLASS,
PARCEL "B" (30.37 ACRES)
SURVEYED FOR:
MARY DOUGLASS,
AND
PARCEL "C" (125.62 ACRES)
SURVEYED FOR:
LYNETTE D. WALDHOUR
ALL LOCATED IN THE
1559th. G.M.D.
EFFINGHAM COUNTY,
GEORGIA.

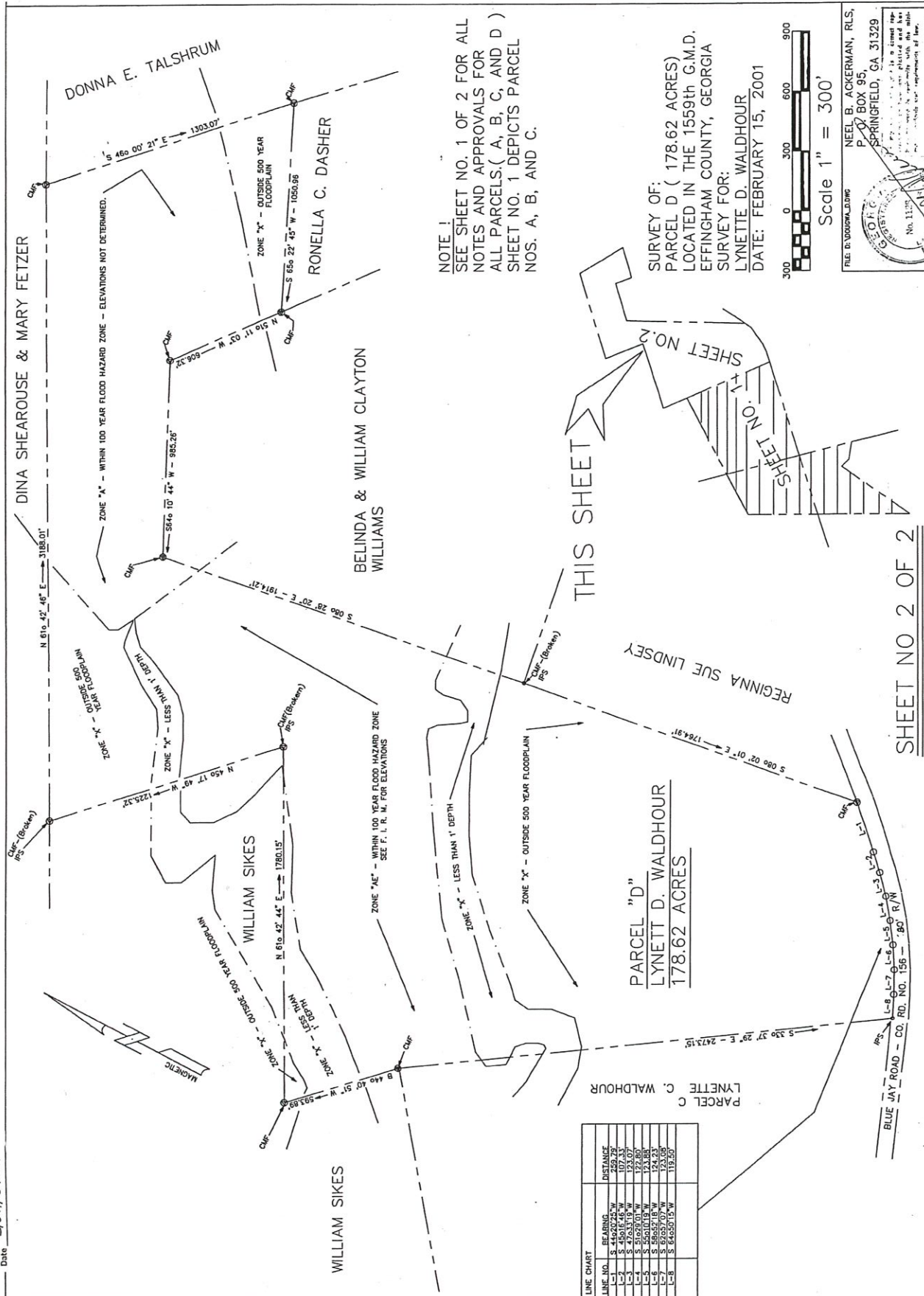
DATE: FEBRUARY 15, 2001

300 0 300 600 900
Scale 1" = 300'

NEEL B. ACKERMAN, RLS,
P. O. BOX 95
SPRINGFIELD, GA 31329



(912) 754-7926



TRIM LINES

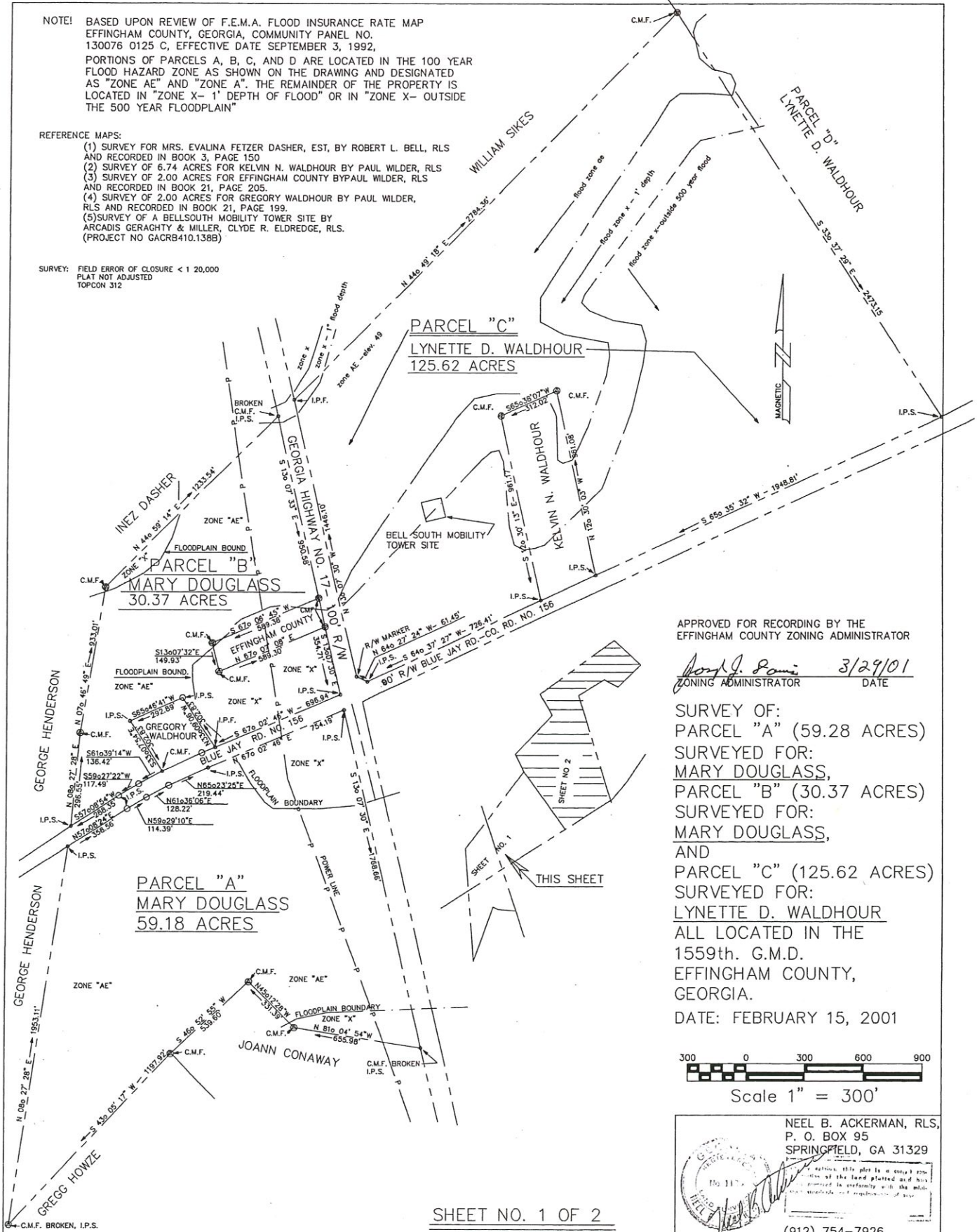
Filed for Record
 Book B122 Page A
 Date 3/29/2001

NOTE: BASED UPON REVIEW OF F.E.M.A. FLOOD INSURANCE RATE MAP EFFINGHAM COUNTY, GEORGIA, COMMUNITY PANEL NO. 130076 0125 C, EFFECTIVE DATE SEPTEMBER 3, 1992, PORTIONS OF PARCELS A, B, C, AND D ARE LOCATED IN THE 100 YEAR FLOOD HAZARD ZONE AS SHOWN ON THE DRAWING AND DESIGNATED AS "ZONE AE" AND "ZONE X". THE REMAINDER OF THE PROPERTY IS LOCATED IN "ZONE X-1" DEPTH OF FLOOD OR IN "ZONE X- OUTSIDE THE 500 YEAR FLOODPLAIN"

REFERENCE MAPS:

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- (4) SURVEY OF 2.00 ACRES FOR GREGORY WALDHOUR BY PAUL WILDER, RLS AND RECORDED IN BOOK 21, PAGE 199.
- (5) SURVEY OF A BELL SOUTH MOBILITY TOWER SITE BY ARCADIS GERAGHTY & MILLER, CLYDE R. ELDREDGE, RLS. (PROJECT NO GACRB410.138B)

SURVEY: FIELD ERROR OF CLOSURE < 1 20,000
 PLAT NOT ADJUSTED
 TOPCON 312



SITE PLAN

BLUE JAY ROAD

DEVELOPMENT SUMMARY- SITE PLAN
MULTIFAMILY APARTMENTS: 3-STORY BUILDINGS
UNITS: +/- 288
RESIDENTIAL PARKING: +/- 440 (1.5 PARKING FACTOR)



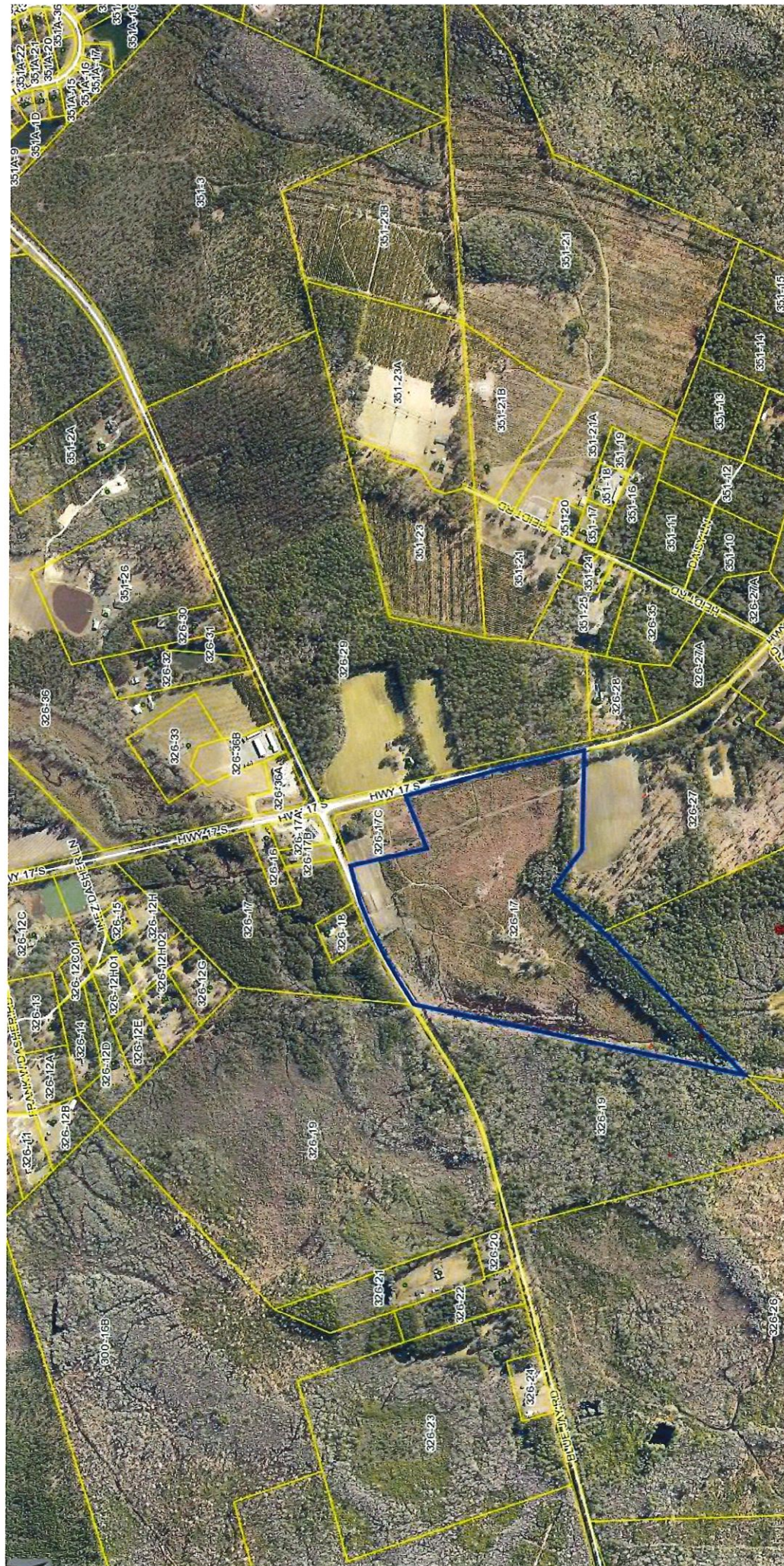
AS2-3

SILVERSTUDIO

Item XI. 4.

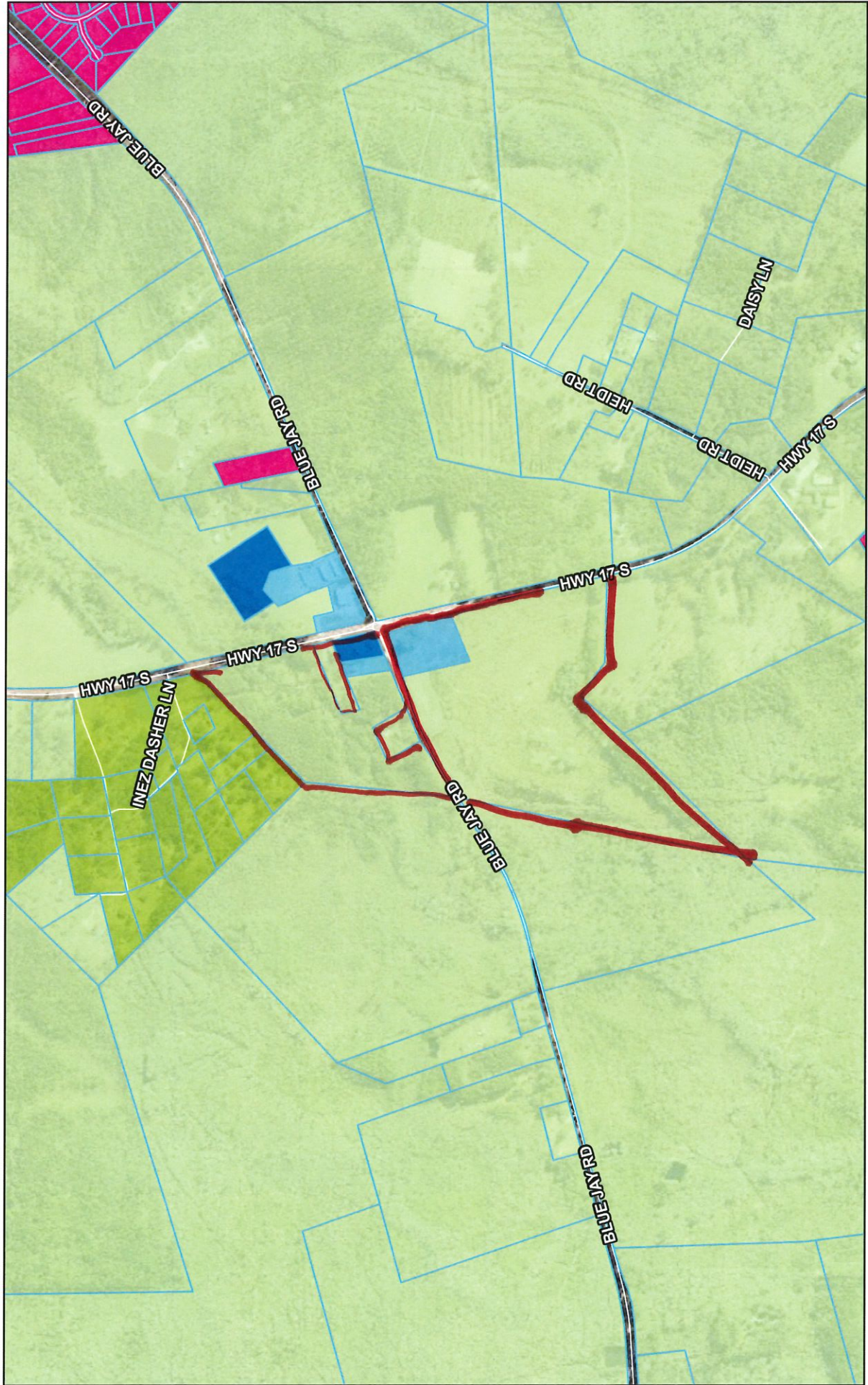
MARINER GROUP | 09.01.2023

BLUE JAY ROAD 326-17



Item XI. 4.

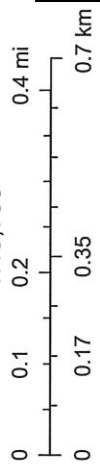
BLUE JAY ROAD 326-17



9/7/2023

- Tax Parcel Labels Effingham County Zoning
 - R-1
 - R-3
 - B-2
 - AR-1
 - AR-2
 - B-3 Efn_fin_cache
- Tax Parcels
- Roads
- Red: Band_1
- Green: Band_2

1:15,799



Effingham County BOC, Savannah Area GIS, Esri, HERE, Garmin
INCREMENT P, USGS, MET/NASA, EPA, USDA

Item XI. 4.

9.5

EFFINGHAM COUNTY REZONING CHECKLIST

Applicants requesting a Zoning change shall supply to the Planning Board information describing the proposed change plus supporting data relating to the change to assist the Planning Board in making their determination. the supporting documentation shall include a format substantially the same as the checklist/criteria used by the Planning Board in evaluating the requested zoning change.

After receiving all information presented as to each zoning proposal at any public hearing provided for in this Article, and prior to making any recommendation thereon, the Planning Board shall consider each of the eight questions contained in the following checklist in written form and forward a copy of the same to the Board of Commissioners together with any additional material deemed appropriate:

CHECK LIST:

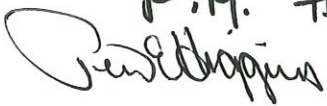
The Effingham County Planning Commission recommends:

APPROVAL 

DISAPPROVAL _____

Of the rezoning request by applicant **Marnier Group Ltd. as agent for Robert Fletcher Waldour and Lynette Waldour – (Map # 326 Parcels # 17)** from **AR-1** to **R-3** zoning.

- Yes No ? 1. Is this proposal inconsistent with the county's master plan?
- Yes No ? 2. Could the proposed zoning allow use that overload either existing or proposed public facilities such as street, utilities or schools?
- Yes No ? 3. Could traffic created by the proposed use, or other uses permissible under the zoning sought, traverse established single-family neighborhoods on minor streets, leading to congestion, noise, and traffic hazards?
- Yes No ? 4. Does the property which is proposed to be rezoned have a have a reasonable economic use under existing zoning?
- Yes No ? 5. Does the proposed change constitute "spot zoning" which would permit a use which would be unsuitable, considering the existing use and development of adjacent and nearby property?
- Yes No ? 6. Would the proposed change in zoning adversely affect existing use or usability of adjacent or nearby property?
- Yes No ? 7. Are nearby residents opposed to the proposed zoning change?
- Yes No ? 8. Do other conditions affect the property so as to support a decision against the proposal?

 P.H. #03

9.5

EFFINGHAM COUNTY REZONING CHECKLIST

Applicants requesting a Zoning change shall supply to the Planning Board information describing the proposed change plus supporting data relating to the change to assist the Planning Board in making their determination. the supporting documentation shall include a format substantially the same as the checklist/criteria used by the Planning Board in evaluating the requested zoning change.

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CHECK LIST:

The Effingham County Planning Commission recommends:

APPROVAL ✓

DISAPPROVAL _____

Of the rezoning request by applicant **Marnier Group Ltd. as agent for Robert Fletcher Waldour and Lynette Waldour** – (Map # 326 Parcels # 17) from **AR-1** to **R-3** zoning.

- Yes ☒ No ☐ 1. Is this proposal inconsistent with the county's master plan?
- Yes ☒ No ☐ 2. Could the proposed zoning allow use that overload either existing or proposed public facilities such as street, utilities or schools?
- Yes ☒ No ☐ 3. Could traffic created by the proposed use, or other uses permissible under the zoning sought, traverse established single-family neighborhoods on minor streets, leading to congestion, noise, and traffic hazards?
- Yes ☒ No ☐ 4. Does the property which is proposed to be rezoned have a have a reasonable economic use under existing zoning?
- Yes ☐ No ☒ 5. Does the proposed change constitute "spot zoning" which would permit a use which would be unsuitable, considering the existing use and development of adjacent and nearby property?
- Yes ☒ No ☐ 6. Would the proposed change in zoning adversely affect existing use or usability of adjacent or nearby property?
- Yes ☒ No ☐ 7. Are nearby residents opposed to the proposed zoning change?
- Yes ☐ No ☒ 8. Do other conditions affect the property so as to support a decision against the proposal?

9.5

EFFINGHAM COUNTY REZONING CHECKLIST

Applicants requesting a Zoning change shall supply to the Planning Board information describing the proposed change plus supporting data relating to the change to assist the Planning Board in making their determination. the supporting documentation shall include a format substantially the same as the checklist/criteria used by the Planning Board in evaluating the requested zoning change.

After receiving all information presented as to each zoning proposal at any public hearing provided for in this Article, and prior to making any recommendation thereon, the Planning Board shall consider each of the eight questions contained in the following checklist in written form and forward a copy of the same to the Board of Commissioners together with any additional material deemed appropriate:

CHECK LIST:

The Effingham County Planning Commission recommends:

APPROVAL _____

DISAPPROVAL _____

Of the rezoning request by applicant **Marnier Group Ltd. as agent for Robert Flechter Waldour and Lynette Waldour – (Map # 326 Parcels # 17)** from **AR-1** to **R-3** zoning.

- Yes No ? 1. Is this proposal inconsistent with the county's master plan?
- Yes No ? 2. Could the proposed zoning allow use that overload either existing or proposed public facilities such as street, utilities or schools?
- Yes No ? 3. Could traffic created by the proposed use, or other uses permissible under the zoning sought, traverse established single-family neighborhoods on minor streets, leading to congestion, noise, and traffic hazards?
- Yes No ? 4. Does the property which is proposed to be rezoned have a have a reasonable economic use under existing zoning?
- Yes No ? 5. Does the proposed change constitute "spot zoning" which would permit a use which would be unsuitable, considering the existing use and development of adjacent and nearby property?
- Yes No ? 6. Would the proposed change in zoning adversely affect existing use or usability of adjacent or nearby property?
- Yes No ? 7. Are nearby residents opposed to the proposed zoning change?
- Yes No ? 8. Do other conditions affect the property so as to support a decision against the proposal?

9.5

EFFINGHAM COUNTY REZONING CHECKLIST

Applicants requesting a Zoning change shall supply to the Planning Board information describing the proposed change plus supporting data relating to the change to assist the Planning Board in making their determination. the supporting documentation shall include a format substantially the same as the checklist/criteria used by the Planning Board in evaluating the requested zoning change.

After receiving all information presented as to each zoning proposal at any public hearing provided for in this Article, and prior to making any recommendation thereon, the Planning Board shall consider each of the eight questions contained in the following checklist in written form and forward a copy of the same to the Board of Commissioners together with any additional material deemed appropriate:

CHECK LIST:

The Effingham County Planning Commission recommends:

APPROVAL X

DISAPPROVAL _____

Of the rezoning request by applicant **Marnier Group Ltd. as agent for Robert Flether Waldour and Lynette Waldour** – (Map # 326 Parcels # 17) from AR-1 to R-3 zoning.

- Yes No ? 1. Is this proposal inconsistent with the county's master plan?
- Yes No ? 2. Could the proposed zoning allow use that overload either existing or proposed public facilities such as street, utilities or schools?
- Yes No ? 3. Could traffic created by the proposed use, or other uses permissible under the zoning sought, traverse established single-family neighborhoods on minor streets, leading to congestion, noise, and traffic hazards?
- Yes No ? 4. Does the property which is proposed to be rezoned have a have a reasonable economic use under existing zoning?
- Yes No ? 5. Does the proposed change constitute "spot zoning" which would permit a use which would be unsuitable, considering the existing use and development of adjacent and nearby property?
- Yes No ? 6. Would the proposed change in zoning adversely affect existing use or usability of adjacent or nearby property?
- Yes No ? 7. Are nearby residents opposed to the proposed zoning change?
- Yes No ? 8. Do other conditions affect the property so as to support a decision against the proposal?

Subject: 2nd Reading – Zoning Map Amendment
Author: Chelsie Fernald, Planner II
Department: Development Services
Meeting Date: November 21, 2023
Item Description: **Marnier Group Ltd. As agent for Robert Fletcher Waldour and Lynette Waldour** requests to rezone 44.509 +/- acres from **AR-1** to **R-3** to allow for a multifamily residential development. Located on Blue Jay Road. **[Map# 326 Parcel #17]**

Summary Recommendation

Staff has reviewed the application, and recommends **approval** of the request to **rezone** 44.509 +/- acres from **AR-1** to **R-3** to allow for a multifamily residential development, with conditions.

Executive Summary/Background

- The request for rezoning is a requirement of Appendix C, Article IX-Amendments to Map or Text, Section 9. Article V – Uses Permitted, Section 5.6.1.2 permits multifamily dwellings in the R-3 zoning district.
- The applicant requests to develop an apartment complex, consisting of approximately 288 total units housed in approximately 10 3-story buildings. The building height will require a variance.
- Proposed amenities include clubhouse, pool, dog park, nature trail, and outdoor courtyards.
- The site is located at the intersection of two collector roads, Highway 17 being a major collector road.
- The criteria for recommendation on whether a property should be rezoned is contained in The Zoning Procedure Law (of Georgia) and is incorporated in to the Effingham County Code of Ordinance in Article IX, section 9.5 to include the following questions:
 - *Could the proposed zoning allow uses that overload either existing or proposed public facilities such as streets, utilities, or schools?*
 - A TIA has not yet been conducted.
 - No applicable agencies have submitted comment or concern.
 - *Could traffic created by the proposed use, or other uses permissible under the zoning sought, traverse established single-family neighborhoods on minor streets, leading to congestion, noise, and traffic hazards?*
 - A TIA has not yet been conducted.
 - The proposed development proposes direct access on both Blue Jay Road and Highway 17 S.
 - *Does the property which is proposed to be rezoned have a reasonable economic use under existing zoning?*
 - The property is currently undeveloped and has a prevalence of wetlands which need to be delineated for any future active use.
 - *Does the proposed change constitute "spot zoning" which would permit a use which would be unsuitable, considering the existing use and development of adjacent and nearby property?*
 - The surrounding area primarily AR-1, with multiple commercial properties in the immediate area.
 - *Would the proposed change in zoning adversely affect existing use or usability of adjacent or nearby property?*
 - The zone change should not impact the use of nearby properties.
 - *Do other conditions affect the property so as to support a decision against the proposal?*
 - No known conditions exist to support a decision against the rezoning.
- At the October 10, 2023 Planning Board meeting, Mr. Brad Smith made a motion for approval with Staff Recommendations. Mr. Peter Higgins second and the motion carried unanimously
- At the November 7, 2023 Board of Commissioners meeting this item was tabled to the November 21, 2023 meeting.

Alternatives

1. **Approve** the request to **rezone** 44.509 +/- acres from **AR-1** to **R-3**, with the following conditions:
 1. Separation of the 44.509 acres of project site shall be required, either by minor subdivision plat or Tax Assessor (in the case of a TPO combination), before the rezoning can take effect.
 2. A variance from maximum height restrictions in R-3 must be granted before the rezoning can take effect.
2. **Deny** the request for to **rezone** 44.509 +/- of acres from **AR-1** to **R-3**.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Development Services

FUNDING: N/A

Attachments: 1. Zoning Map Amendment

AN AMENDMENT TO THE EFFINGHAM COUNTY ZONING ORDINANCE, MAP AND PARCEL NO.
326-17

AN ORDINANCE TO AMEND THE EFFINGHAM COUNTY ZONING ORDINANCE, MAP AND PARCEL NO.
326-17

AND TO REPEAL ALL OTHER ORDINANCES IN CONFLICT HEREWITH.

BE IT ORDAINED by the Effingham County Board of Commissioners in regular meeting assembled and pursuant to lawful authority thereof:

WHEREAS, MARNIER GROUP LTD AS AGENT FOR ROBERT FLETCHER WALDOUR AND LYNETTE WALDOUR has filed an application to rezone forty-four and five hundred and nine thousandth (44.509) +/- acres; from AR-1 to R-3 to allow for a multifamily residential development; map and parcel number 326-17, located in the 1st commissioner district, and

WHEREAS, a public hearing was held on November 7, 2023 and notice of said hearing having been published in the Effingham County Herald on October 11, 2023; and

WHEREAS, a public hearing was held before the Effingham County Planning Board, notice of said hearing having been published in the Effingham County Herald on September 20, 2023; and

IT IS HEREBY ORDAINED THAT forty-four and five hundred and nine thousandth (44.509) +/- acres; map and parcel number 326-17, located in the 1st commissioner district is rezoned from AR-1 to R-3 to allow for a multifamily residential development, with the following conditions:

1. Separation of the 44.509 acres of the project site shall be requires, either by minor subdivision plat or Tax Assessor (in case of a TPO combination), before the rezoning can take effect.
2. A variance from the maximum height restriction in R-3 must be granted before the rezoning can take effect.

This _____ day of _____, 20____

BOARD OF COMMISSIONERS
EFFINGHAM COUNTY, GEORGIA

BY: _____
WESLEY CORBITT, CHAIRMAN

ATTEST:

FIRST/SECOND READING: _____

STEPHANIE JOHNSON
COUNTY CLERK

Staff Report

Item XI. 6.

Subject: Variance (First District)
Author: Chelsie Fernald
Department: Development Services
Meeting Date: November 21, 2023
Item Description: **Marnier Group Ltd. As agent for Robert Fletcher Waldour and Lynette Waldour** requests variance from section 5.6.3, to exceed the maximum building height allowed in R-3. Located on Blue Jay Road, zoned **AR-1**, proposed zoning **R-3**. **[Map# 326 Parcel #17]**

Summary Recommendation

Staff has reviewed the application, and recommends **approval** of the request of a variance from section 5.6.3, to exceed the maximum building height allowed in R-3.

Executive Summary/Background

- Pursuant to Appendix C-Zoning Ordinance, Article VII-Planning Board, Section 7.1.8, variances may only be granted if the following findings are made:
That there are unique physical circumstances or conditions, including irregularity, narrowness, or shallowness, of lot size or shape, or exceptional topographical or other physical conditions peculiar to the particular property, and that the unnecessary hardship is due to such conditions, and not to circumstances or conditions generally created by the provisions of the zoning ordinance in the neighborhood or district in which the property is located; and
That because of such physical circumstances or conditions, there is no possibility that the property can be developed in strict conformity with the provisions of the zoning ordinance, and that the authorization of a variance is therefore necessary to enable the reasonable use of the property.
- Appendix C – Zoning Ordinance, Article V – Uses Permitted in Districts, Section 5.6.30, the maximum height for a building in the R-3 zoning district is 35’.
- Section 5.10.4 describes maximum building height in the B-2 zoning districts as 60’, which pertains to multifamily residential development.
- The applicant proposes to develop an apartment complex with 3-story high buildings. Each floor’s livable area proposes 9’ high ceilings. Combined with unlivable vertical space needs and roof pitch, the applicant anticipates a total building height between 55 and 60 feet.
- Large areas of the property are potentially undevelopable due to wetlands. The variance allows the applicant to achieve desired density while being able to meet or exceed greenspace and amenity requirements.
- At the October 10, 2023 Planning Board meeting, Mr. Brad Smith made a motion for approval. Mr. Peter Higgins second, the motion carried unanimously.
- At the November 7, 2023 Board of Commissioners meeting this item was tabled to the November 21, 2023 meeting.

Alternatives

- Approve** the request of a variance from section 5.6.3, with the following condition:
 - The maximum building height shall not exceed 60’.
 - The development shall in all other ways conform to the R-3 zoning district.
- Deny** the request of a variance from section 5.6.3.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Development Services

FUNDING: N/A

Attachments:

1. Rezoning application and checklist	3. Plat	5. Deed
2. Ownership certificate/authorization	4. Aerial photograph	

ATTACHMENT A - VARIANCE APPLICATIONApplication Date: September 06, 2023Applicant/Agent: Mariner Group Ltd.Applicant Email Address: ismith@marinergroup.usPhone # (404) 402-5077Applicant Mailing Address: 2970 Peachtree Road NW, Suite 850City: Atlanta State: GA Zip Code: 30305Property Owner, if different from above: Robert Fletcher Waldhour and Lynette D. Waldhour*Include Signed & Notarized Authorization of Property Owner*

Owner's Email Address (if known): _____

Phone # (912) 665-1830Owner's Mailing Address: 4440 Blue Jay RoadCity: Guyton State: GA Zip Code: 31312Property Location: Southwest corner of Blue Jay Road and Highway 17 (wrapping the Paker's Convenience Store)

Name of Development/Subdivision: _____

Present Zoning of Property AR-1 Tax Map-Parcel # 326-17 Total Acres +/- 44.509**VARIANCE REQUESTED** (provide relevant section of code): Sec. 5.6.3Describe why variance is needed: To permit a multifamily development with smaller buildings, but in excess of35 feet.

How does request meet criteria of Section 7.1.8 (see Attachment C): The parcel is immediately adjacent to B-3, commercial sites and floodplain. Within the property, wetlands break apart the acreage. In order to provide increased greenspace, amenities, and comfortable ceiling heights, the applicant's requested variance is necessary to enable reasonable use of the property.

Applicant Signature:  on behalf of Ian Smith Date 09/06/2023

Filed for Record *npw*
Book B122 Page A
Date 3/29/2001

NOTE! BASED UPON REVIEW OF F.E.M.A. FLOOD INSURANCE RATE MAP EFFINGHAM COUNTY, GEORGIA, COMMUNITY PANEL NO. 130076 0125 C, EFFECTIVE DATE SEPTEMBER 3, 1992, PORTIONS OF PARCELS A, B, C, AND D ARE LOCATED IN THE 100 YEAR FLOOD HAZARD ZONE AS SHOWN ON THE DRAWING AND DESIGNATED AS "ZONE AE" AND "ZONE A". THE REMAINDER OF THE PROPERTY IS LOCATED IN "ZONE X- 1" DEPTH OF FLOOD" OR IN "ZONE X- OUTSIDE THE 500 YEAR FLOODPLAIN"

REFERENCE MAPS:

- (1) SURVEY FOR MRS. EVALINA FETZER DASHER, EST, BY ROBERT L. BELL, RLS AND RECORDED IN BOOK 3, PAGE 150
- (2) SURVEY OF 6.74 ACRES FOR KELVIN N. WALDHOUR BY PAUL WILDER, RLS AND RECORDED IN BOOK 20, PAGE 205
- (3) SURVEY OF 2.00 ACRES FOR WILKINSON W. WILKINSON BY WILKINSON W. WILKINSON AND RECORDED IN BOOK 21, PAGE 205.
- (4) SURVEY OF 2.00 ACRES FOR GREGORY WALDHOUR BY PAUL WILDER, RLS AND RECORDED IN BOOK 21, PAGE 189.
- (5) SURVEY OF A BELLSOUTH MOBILITY TOWER SITE BY ARCADE'S GERAGHTY & MILLER, CLYDE R. ELDERDRE, RLS. (PROJECT NO GACRB410.138B)

SURVEY: FIELD ERROR OF CLOSURE < 1 20,000
PLAT NOT ADJUSTED
TOPCON 312

PARCEL "C"
LYNETTE D. WALDHOUR
125.62 ACRES

PARCEL "B"
MARY DOUGLASS
30.37 ACRES

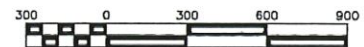
PARCEL "A"
MARY DOUGLASS
59.18 ACRES

APPROVED FOR RECORDING BY THE
EFFINGHAM COUNTY ZONING ADMINISTRATOR

Don J. Davis 3/29/01
ZONING ADMINISTRATOR DATE

SURVEY OF:
PARCEL "A" (59.28 ACRES)
SURVEYED FOR:
MARY DOUGLASS,
PARCEL "B" (30.37 ACRES)
SURVEYED FOR:
MARY DOUGLASS,
AND
PARCEL "C" (125.62 ACRES)
SURVEYED FOR:
LYNETTE D. WALDHOUR
ALL LOCATED IN THE
1559th. G.M.D.
EFFINGHAM COUNTY,
GEORGIA.

DATE: FEBRUARY 15, 2001



Scale 1" = 300'

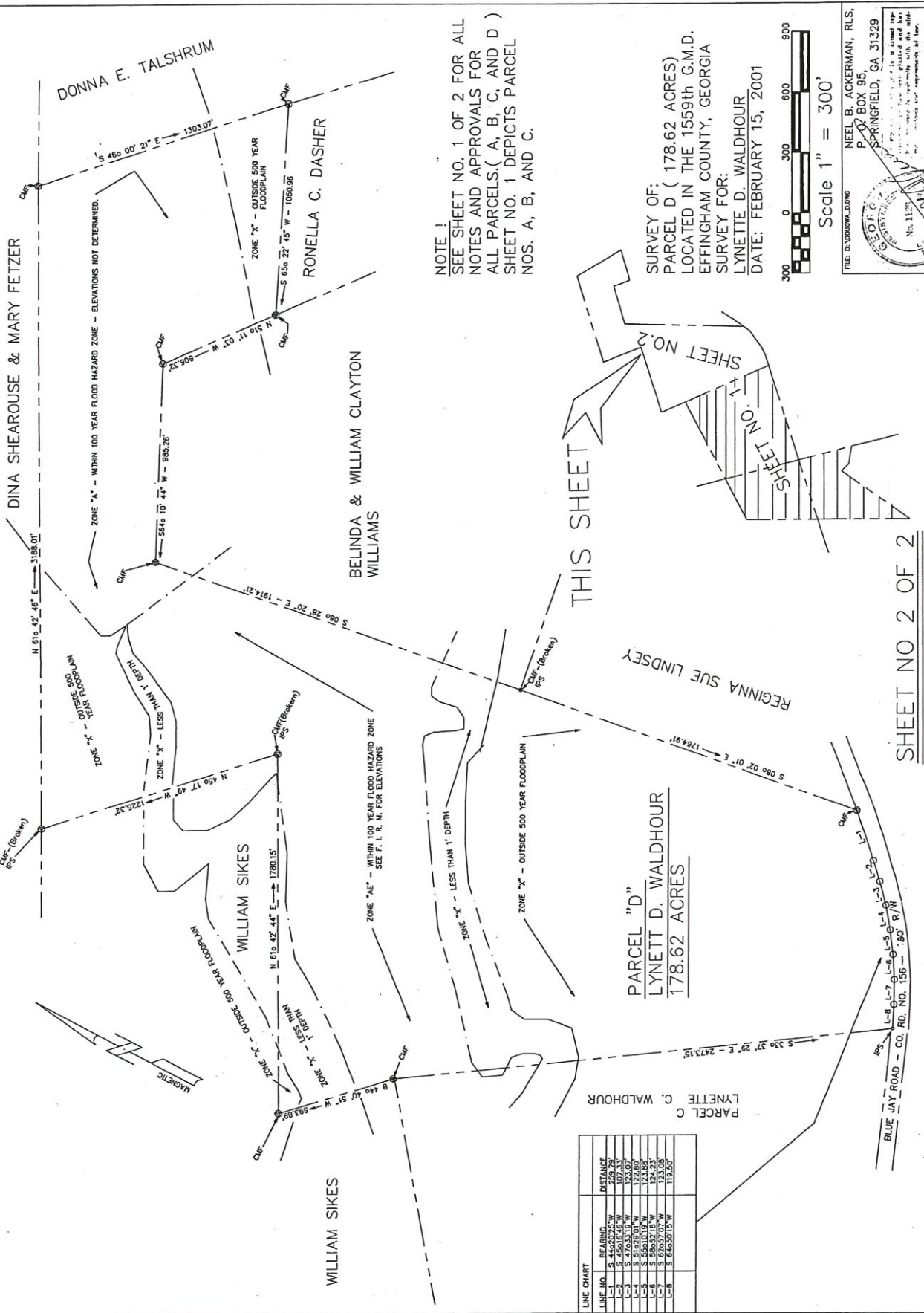
NEEL B. ACKERMAN, RLS,
P. O. BOX 95
SPRINGFIELD, GA 31329

...this plot is a curved one
...of the land plotted and has
...in conformity with the plan
...and requirements of the

(912) 754-7926

SHEET NO. 1 OF 2

Filed for Record
Book B122 Page B
Date 3/29/2001



LINE NO.	BEARING	DISTANCE
1-2	S 45° 15' 45" W	107.33'
2-3	S 47° 53' 15" W	123.07'
3-4	S 50° 01' 15" W	123.88'
4-5	S 50° 01' 15" W	123.88'
5-6	S 50° 01' 15" W	123.88'
6-7	S 50° 01' 15" W	123.88'
7-8	S 50° 01' 15" W	123.88'

FILE: D:\JOURNAL.DWG
NEEL B. ACKERMAN, RLS.
P.O. BOX 95,
SPRINGFIELD, GA 31329
No. 1130
(912) 754 - 7926

TRIM LINES

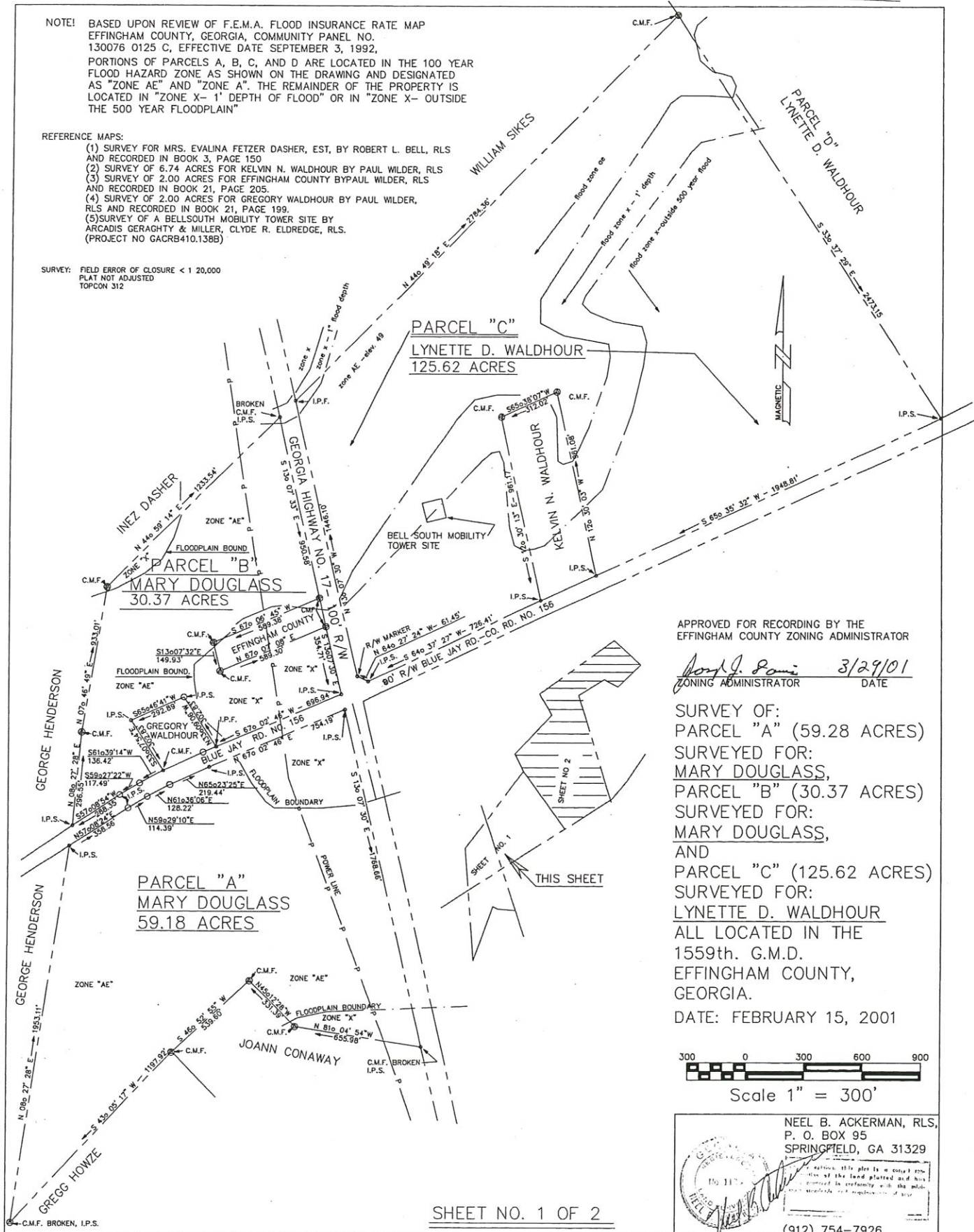
Filed for Record
 Book B122 Page A
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- (5) SURVEY OF A BELL SOUTH MOBILITY TOWER SITE BY ARCADIS GERAGHTY & MILLER, CLYDE R. ELDREDGE, RLS. (PROJECT NO GACRB410.138B)

SURVEY: FIELD ERROR OF CLOSURE < 1/20,000
 PLAT NOT ADJUSTED
 TOPCON 312



APPROVED FOR RECORDING BY THE
 EFFINGHAM COUNTY ZONING ADMINISTRATOR

Paul J. Pami 3/29/01
 ZONING ADMINISTRATOR DATE

SURVEY OF:
 PARCEL "A" (59.28 ACRES)
 SURVEYED FOR:
 MARY DOUGLASS,
 PARCEL "B" (30.37 ACRES)
 SURVEYED FOR:
 MARY DOUGLASS,
 AND
 PARCEL "C" (125.62 ACRES)
 SURVEYED FOR:
 LYNETTE D. WALDHOUR
 ALL LOCATED IN THE
 1559th. G.M.D.
 EFFINGHAM COUNTY,
 GEORGIA.

DATE: FEBRUARY 15, 2001

300 0 300 600 900
 Scale 1" = 300'

NEEL B. ACKERMAN, RLS,
 P. O. BOX 95
 SPRINGFIELD, GA 31329

NOTES: This plat is a copy of the original plat and has been prepared in conformity with the public records and requirements of law.

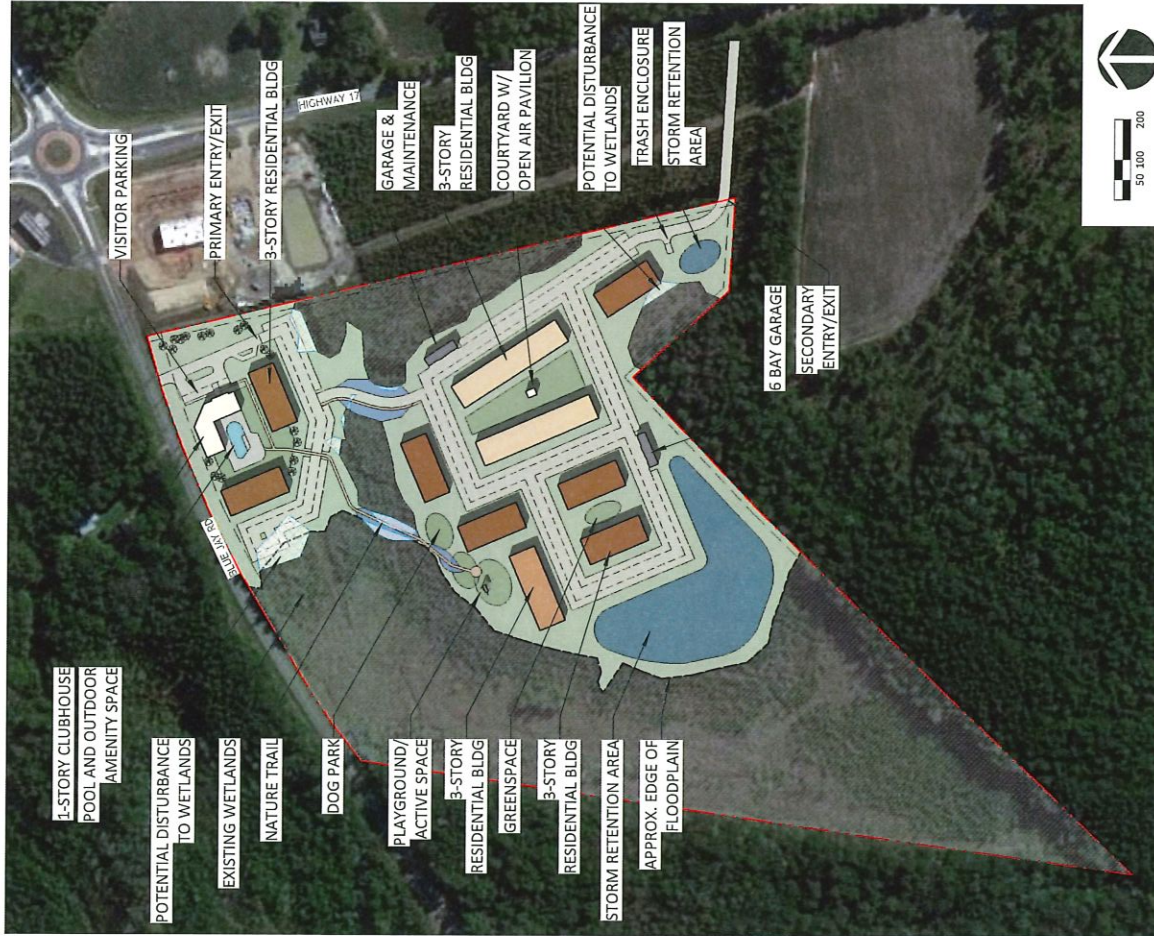
(912) 754-7926

SHEET NO. 1 OF 2

SITE PLAN

BLUE JAY ROAD

DEVELOPMENT SUMMARY- SITE PLAN
MULTIFAMILY APARTMENTS: 3-STORY BUILDINGS
UNITS: +/- 288
RESIDENTIAL PARKING: +/- 440 (1.5 PARKING FACTOR)



AS2-3

SILVERSTUDIO

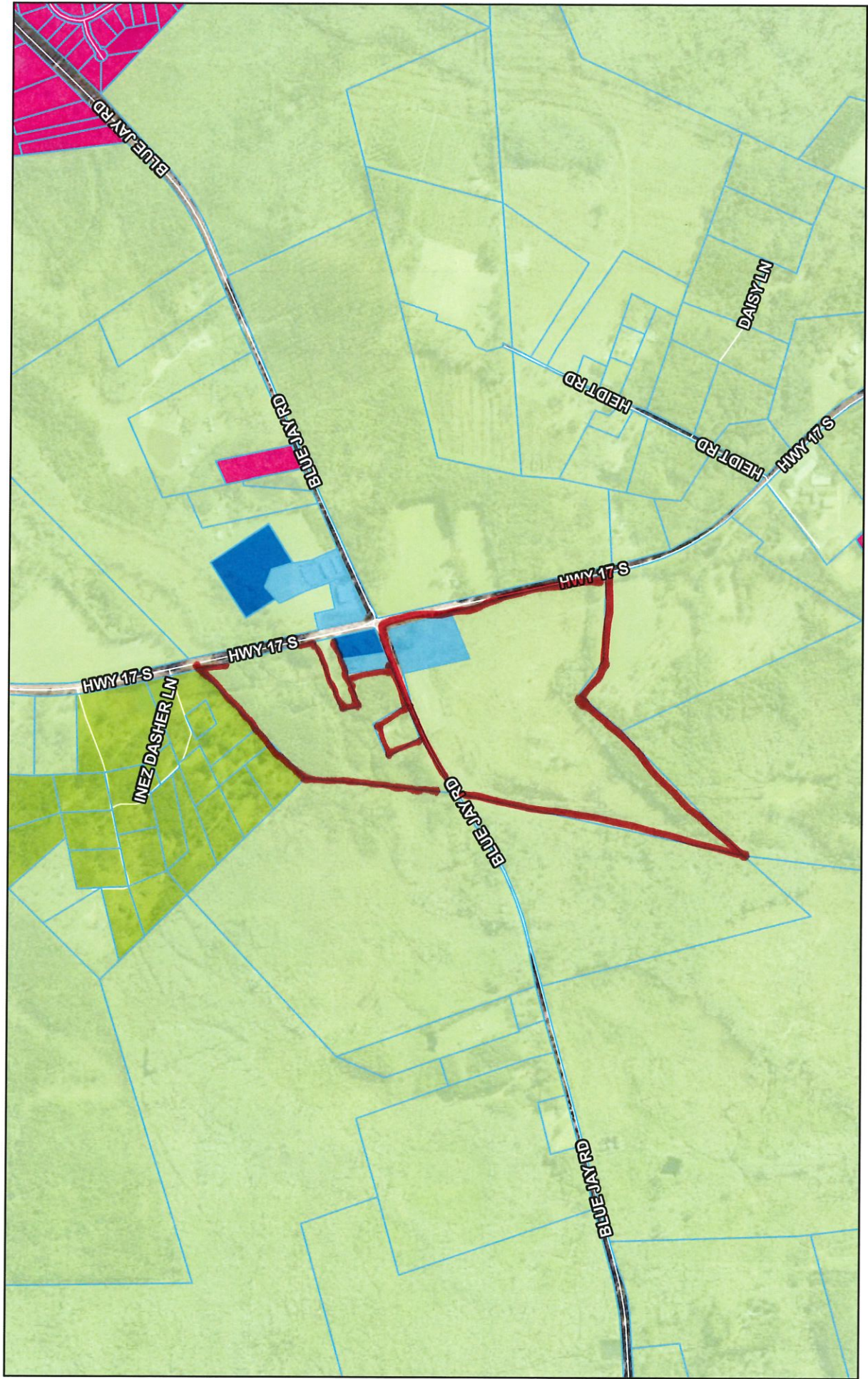
MARINER GROUP | 09.01.2023

Item XI. 6.

Blue Jay Road / 326-17



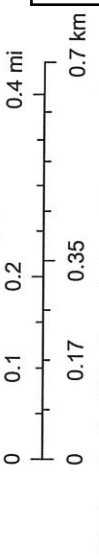
BLUE JAY ROAD 326-17



9/7/2023

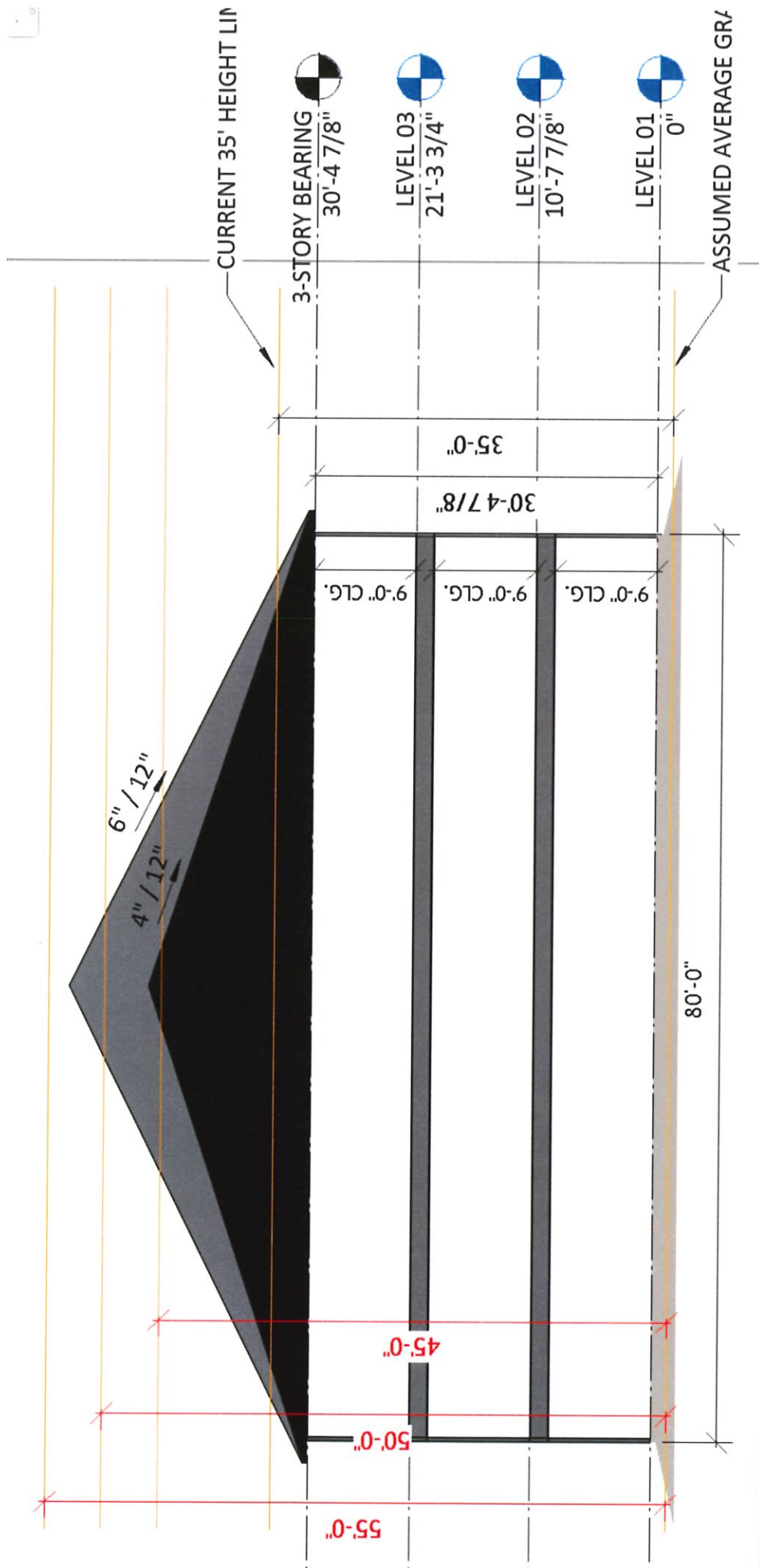
- Tax Parcel Labels Effingham County Zoning
 - AR-1
 - AR-2
 - R-1
 - R-3
 - B-3 Efn_fin_cache
- Tax Parcels
 - Green: Band_2
- Roads
 - Red: Band_1

1:15,799



Item XI. 6.

Effingham County BOC, Savannah Area GIS, Esri, HERE, Garmin
INCREMENT P, USGS, MET/NASA, EPA, USDA



Subject: 2nd Reading – Zoning Map Amendment
Author: Chelsie Fernald, Planner II
Department: Development Services
Meeting Date: November 21, 2023
Item Description: **Marnier Group Ltd. As agent for Robert Fletcher Waldour and Lynette Waldour** requests variance from section 5.6.3, to exceed the maximum building height allowed in R-3. Located on Blue Jay Road, zoned **AR-1**, proposed zoning **R-3**. **[Map# 326 Parcel #17]**

Summary Recommendation

Staff has reviewed the application, and recommends **approval** of the request of a variance from section 5.6.3, to exceed the maximum building height allowed in R-3.

Executive Summary/Background

- Pursuant to Appendix C-Zoning Ordinance, Article VII-Planning Board, Section 7.1.8, variances may only be granted if the following findings are made:
That there are unique physical circumstances or conditions, including irregularity, narrowness, or shallowness, of lot size or shape, or exceptional topographical or other physical conditions peculiar to the particular property, and that the unnecessary hardship is due to such conditions, and not to circumstances or conditions generally created by the provisions of the zoning ordinance in the neighborhood or district in which the property is located; and
That because of such physical circumstances or conditions, there is no possibility that the property can be developed in strict conformity with the provisions of the zoning ordinance, and that the authorization of a variance is therefore necessary to enable the reasonable use of the property.
- Appendix C – Zoning Ordinance, Article V – Uses Permitted in Districts, Section 5.6.30, the maximum height for a building in the R-3 zoning district is 35’.
- Section 5.10.4 describes maximum building height in the B-2 zoning districts as 60’, which pertains to multifamily residential development.
- The applicant proposes to develop an apartment complex with 3-story high buildings. Each floor’s livable area proposes 9’ high ceilings. Combined with unlivable vertical space needs and roof pitch, the applicant anticipates a total building height between 55 and 60 feet.
- Large areas of the property are potentially undevelopable due to wetlands. The variance allows the applicant to achieve desired density while being able to meet or exceed greenspace and amenity requirements.
- At the October 10, 2023 Planning Board meeting, Mr. Brad Smith made a motion for approval. Mr. Peter Higgins second, the motion carried unanimously.
- At the November 7, 2023 Board of Commissioners meeting this item was tabled to the November 21, 2023 meeting.

Alternatives

- Approve** the request of a variance from section 5.6.3, with the following condition:
 - The maximum building height shall not exceed 60’.
 - The development shall in all other ways conform to the R-3 zoning district.
- Deny** the request of a variance from section 5.6.3.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Development Services

FUNDING: N/A

Attachments: 1. Zoning Map Amendment

AN AMENDMENT TO THE EFFINGHAM COUNTY ZONING ORDINANCE, MAP AND PARCEL NO.
326-17

AN ORDINANCE TO AMEND THE EFFINGHAM COUNTY ZONING ORDINANCE, MAP AND PARCEL NO.
326-17

AND TO REPEAL ALL OTHER ORDINANCES IN CONFLICT HEREWITH.

BE IT ORDAINED by the Effingham County Board of Commissioners in regular meeting assembled and pursuant to lawful authority thereof:

WHEREAS, MARNIER GROUP LTD. AS AGENT FOR ROBERT FLETCHER WALDOUR AND LYNETTE WALDOUR has filed an application for a variance, from section 5.6.3, to exceed the maximum building height allowed in R-3; map and parcel number 326-17, located in the 1st commissioner district, and

WHEREAS, a public hearing was held on November 7, 2023 and notice of said hearing having been published in the Effingham County Herald on October 11, 2023; and

WHEREAS, a public hearing was held before the Effingham County Planning Board, notice of said hearing having been published in the Effingham County Herald on September 20, 2023; and

IT IS HEREBY ORDAINED THAT a variance from section 5.6.3, to exceed the maximum building height allowed in R-3; map and parcel number 326-17, located in the 1st commissioner district is approved, with the following conditions:

1. The maximum building height shall not exceed 60'
2. The development shall in all other ways conform to the R-3 zoning district.

All ordinances or part of ordinances in conflict herewith are hereby repealed.

This _____ day of _____, 20____

BOARD OF COMMISSIONERS
EFFINGHAM COUNTY, GEORGIA

BY: _____
WESLEY CORBITT, CHAIRMAN

ATTEST:

FIRST/SECOND READING: _____

STEPHANIE JOHNSON
COUNTY CLERK

Staff Report

Subject: Approval of PO 23-REQ-047 for the Purchase of a Vibratory Smooth Drum Roller for Public Works

Author: Alison Bruton, Purchasing Agent

Department: Public Works

Meeting Date: November 21, 2023

Item Description: PO 23-REQ-047 for the Purchase of a Vibratory Smooth Drum Roller for Public Works

Summary Recommendation: Staff recommends approval of PO 23-REQ-047 for the Purchase of a Vibratory Smooth Drum Roller for Public Works

Executive Summary/Background:

- Staff published a request for quotes for the purchase of a vibratory steel drum roller for the Effingham County Public Works Department.
- Three quotes were obtained:
 - Reynolds-Warren Equipment Company (\$136,718.90)
 - Yancey Bros Caterpillar (\$135,330.00)
 - Ascendum Machinery, Inc. (\$137,569.00)
- There was an error in the system that resulted in the submitted price changing for Reynolds-Warren. It appears that they had originally submitted one price, and then went back and changed the price before the bids were final, but the system would alternate between the two. When bids were originally unsealed, RW was the low bidder; however, when we downloaded the submittal and official quote, they were not. RW stated that the lower price is the correct total, but since the official quote they included in their bid matches the higher price, that is what the County must accept.
- Staff also took into consideration that EOM is currently renting a unit. Yancey Bros originally quoted that the machine would be delivered in Q1 of 2024, but RW has the machine in stock and would be available immediately. This would mean that overall, the County would see a savings by awarding to RW because of the immediate delivery and not having to continue with the rental costs. We did speak to Yancey to get a more definite delivery date, and we were told they would have one to us sooner and the language on the quote was their standard.
- Staff and EOM personnel have reviewed the quotes and recommend award to Yancey Bros Caterpillar.

Alternatives for Commission to Consider

1. Approval of PO 23-REQ-047 for the Purchase of a Vibratory Smooth Drum Roller from Yancey Bros Caterpillar for \$135,330.00

2. Approval of PO 23-REQ-047 for the Purchase of a Vibratory Smooth Drum Roller from Reynolds-Warren Equipment for \$136,718.90
3. Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Purchasing, EOM

Funding Source: \$150,000 budget, Special Tax District

Attachments: PO 23-REQ-047 for Yancey Bros Caterpillar

#1 Yancey Bros Caterpillar	#2 Reynolds-Warren Equipment Company	#3 Ascendum Machinery, Inc
\$135,330.00	\$136,718.90	\$137,569.00

PURCHASE ORDER

Item XII. 1.

Effingham County Board of Commissioners

804 S LAUREL STREET
SPRINGFIELD, GA 31329
Phone: 912-754-2159
Fax: 912-754-8413

DATE: 11/21/2023
P.O. # 23-REQ-047

VENDOR

Yancey Brothers Caterpillar
1459 East Hwy 80
Pooler, GA
ATTN: Zach Tatum
912-237-0830
zach_tatum@yanceybros.com

SHIP TO

Effingham County Board of Commissioners
311 Hwy 119
Springfield, GA 31329
ATTN: Charlie Mason
912-800-1374

REQUISITIONER	SHIP VIA	F.O.B.	SHIPPING TERMS
ECBOC			

ITEM #	DESCRIPTION	QTY	UNIT PRICE	TOTAL
1	Caterpillar, Inc. Model: CS10GC Soil Compaction	1	\$135,330.00	\$ 135,330.00
	36/3000 Warranty with travel/mileage included			

SUBTOTAL \$ 135,330.00
TAX RATE \$ -
TAX \$ -
S & H \$ -
OTHER \$ -
TOTAL \$ 135,330.00

OTHER COMMENTS OR SPECIAL INSTRUCTIONS

ECBOC is a tax exempt entity. Tax ID# is 58-6000821

Yancey Brothers Caterpillar agrees to furnish one (1) Caterpillar, Inc. Model: CS10GC Soil Compaction as described in 23-REQ-047.
The County references the terms, conditions and specifications contained in 23-REQ-047.

Yancey Brothers Caterpillar - SIGNATURE

TITLE

Yancey Brothers Caterpillar - PRINT NAME

DATE

AUTHORIZED BY - SIGNATURE

CHAIRMAN

AUTHORIZED BY - TITLE

WESLEY CORBITT

AUTHORIZED BY - PRINT NAME

AUTHORIZED DATE



Oct 30, 2023

EFFINGHAM COUNTY

601 N LAUREL ST
SPRINGFIELD
Georgia
31329-6816

RE: Quote 246255-02

Dear Sir,

Yancey Bros. is happy to provide the attached quotation for equipment based on our discussion and your requirements. Please review this carefully to ensure that all necessary items are accounted for. I am available should any questions arise.

Caterpillar, Inc. Model: CS10GC Soil Compaction

STOCK NUMBER: EM2232342

MACHINE LEAD TIME QTR 1-2024

MACHINE SPECIFICATIONS

CS10 GC 01A VIB COMP	571-3119
ENGINE, CAT C3.6	558-0890
PUMP, PROPEL, STANDARD	487-1949
LIGHTS, HALOGEN, STANDARD	577-1649
PLATFORM, ROPS/FOPS	568-2672
SEAT, VINYL, STANDARD	574-6172
SEAT BELT, 3" - VINYL SEAT	578-1643
PRODUCT LINK, CELLULAR PLE643	608-4794
TIRES, 23.1-26 12PR R-3	511-2048
SCRAPER, STEEL, FRONT & REAR	516-6917
OIL, HYD, STANDARD	574-6110
INSTRUCTIONS, ANSI - ROPS	603-9487
SERIALIZED TECHNICAL MEDIA KIT	421-8926

Standard Equipment

POWERTRAIN

CAT turbo-charged diesel engine
with glow-plug heater
Dual element air cleaner
Fuel filter/water separator/electronic
priming pump and water indicator

ECOMODE
Single propel pump
Dual braking systems (service &
parking)
Two-speed hydrostatic transmission

Three-speed throttle lever including

Limited slip differential

ELECTRICAL

12-volt starting and charging system
alternator
Maintenance free battery - 900 CCA
Backup alarm and forward warning horn

Product link ready
Beacon ready
Working lights

OPERATOR ENVIRONMENT

Four heavy-duty isolation mounts
Platform handrails/guardrails
Power steering
Adjustable tilt-steering column
Vinyl seat
Retractable seat belt
On-board display with audible
warning alarm and interface for:
-engine coolant temperature gauge,
-engine speed gauge
-fuel level gauge
-left/right turn indicator lamp
-engine oil pressure warning
-park brake engaged lamp
-alternator charging indicator lamp

-E-stop enabled lamp
-ECO mode lamp
-vibe switch active lamp
-glow plug indicator lamp
-action lamp
-high coolant temp warning lamps
-hydraulic oil filter indicator lamp
-hydraulic oil temp warning lamp
-low fuel level warning lamp
-water in fuel warning lamp
LCD displayed showing:
-service hour meter
-voltage level
12-volt power point

COOLING

Premixed 50% concentration of extended
life coolant with freeze protection

to -37C (-35F)

DRUMS

Smooth drum
2134 mm (84") wide x 1535 mm (60.4")
diameter

Dual amplitude with dual frequency
Dual, pod-style eccentric weight
 housings

OTHER STANDARD EQUIPMENT

Locking steel engine enclosure
Sealed-for-life hitch bearings
Sight gauges:
-coolant level
-hydraulic oil level
-air filter restriction
Articulated frame with safety lock
Transport tie-down and lift points

Fuel tank with lockable cap
Quick connect hydraulic pressure test
ports
SOS ports:
-engine
-hydraulic
-coolant

SELL PRICE	135,330
EXT WARRANTY	Included
CSA	Included
NET BALANCE DUE	135,330
TOTAL QUOTE PRICE	135,330

WARRANTY

Standard Warranty:	12 months/unlimited hours
Extended Warranty:	36/3000 – Premier Warranty with Travel Time and Mileage Included For Warranty Repairs
CSA	24/1000 Parts Only CVA

Accepted by _____ on _____

Signature

We wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Zach Tatum
Machine Sales Representative

PRODUCT SPECIFICATIONS FOR CS10 GC

WEIGHTS

Operating Weight - With Cab	23136 lb
-----------------------------	----------

Operating Weight - With ROPS/FOPS Canopy	22796 lb
--	----------

Weight - Drum with ROPS/FOPS Canopy	12853 lb
-------------------------------------	----------

Weight - Drum with Cab	12948 lb
------------------------	----------

OPERATING SPECIFICATIONS

Compaction Width	84 in
------------------	-------

Curb Clearance	19.4 in
----------------	---------

Ground Clearance	20.4 in
------------------	---------

Turning Radius - Inside Drum Edge	12.7 ft
-----------------------------------	---------

Travel Speed - Maximum	6.8 mile/h
------------------------	------------

Static Linear Load - With ROPS/FOPS	154.1 lb/in
-------------------------------------	-------------

ENGINE

Gross Power	120.7 HP
-------------	----------

Engine Model	Cat C3.6
--------------	----------

Net Power - ISO 9249	112.2 HP
----------------------	----------

Net Power - SAE J1349	111.2 HP
-----------------------	----------

Stroke	4.7 in
--------	--------

Bore	3.9 in
------	--------

DIMENSIONS

Overall Length	18.7 ft
Overall Width	7.5 ft
Drum Width	84 in
Height - With ROPS/FOPS or Cab	9.8 ft
Drum Diameter	60.4 in
Optional Blade Height	688 mm
Wheel Base	9.8 ft

VIBRATORY SYSTEM

Nominal Amplitude - High	0.079 in
Nominal Amplitude - Low	0.039 in
Centrifugal Force - Maximum	56202 lbf
Centrifugal Force - Minimum	33497 lbf
Vibratory Frequency - Ecomode	28.6-31.5 Hz
Vibratory Frequency - Ecomode	1716-1890 vpm
Vibratory Frequency - Standard	1800-1980 vpm
Vibratory Frequency - Standard	30-33 Hz

SERVICE REFILL CAPACITIES

Fuel Tank Capacity	56.3 lb
--------------------	---------

TIRES

Tires

23.1 x 26

CS10 GC STANDARD EQUIPMENT

OPERATOR ENVIRONMENT

ROPS/FOPS Canopy with Handrails/Guardrails, Floor Mat
 Vinyl Adjustable Seat, Seat Belt
 Adjustable Tilting Steering Column
 12-volt Power Outlet

VIBRATORY SYSTEM

Dual Amplitude, Dual Frequency
 Pod-Style Eccentric Weight Housings
 Auto-vibe Function
 Rear Adjustable Steel Scraper
 Smooth Drum

POWER TRAIN

Cat C3.6 Diesel Engine, 4 cylinder
 Single Propel Pump
 Fuel Filter, Water Separator, Priming Pump, Water Indicator
 Radiator/Hydraulic Oil Cooler
 Dual Braking System
 Two-speed Hydrostatic Transmission

ELECTRICAL

12 volt Electrical System
 150 ampere Alternator
 900 Cold-cranking Amps Battery Capacity

STANDARD

ProductLink™
 Sight Gauges for Hydraulic Oil Level and Radiator Coolant Level
 High Ambient Temperature Oil Factory Fill

CS10 GC OPTIONAL EQUIPMENT

VIBRATORY SYSTEM

Padfoot Shell Kit (oval or square pads available)
 Dual Adjustable Steel Scrapers
 Dual Adjustable Polyurethane Scrapers

OPERATOR ENVIRONMENT

ROPS/FOPS Cab with Climate Control
Deluxe High-back Air-ride seat (Cab)
Sun/Debris Shields (Canopy)
Cab Internal Roll-down Sun Screen (Cab)
Rear View Camera with Color Touchscreen Display
Sound Reduction Kit

POWER TRAIN

Transmission Guard

TECHNOLOGY SOLUTIONS

Measure - Compaction Meter Value (CMV)
Map - SBAS GNSS Mapping
Connect - Cloud and Machine Connectivity

OTHER

XT Weight Kit
Upgraded LED Light Package
Amber Rotating Beacon
Flotation Tread or Lug Tread Tires

Staff Report

Subject: Approval of PO 23-REQ-045 for the Purchase of Two Towable Generators

Author: Alison Bruton, Purchasing Agent

Department: Water/Sewer

Meeting Date: November 21, 2023

Item Description: PO 23-REQ-045 for the Purchase of Two Towable Generators

Summary Recommendation: Staff recommends Approval of the PO 23-REQ-045 for the Purchase of Two Towable Generators from Low Country Machinery

Executive Summary/Background:

- Staff posted a request for quotes for the purchase of two towable generators for the Water/Sewer Department.
- Seven submittals were received:

#1 Low Country Machinery	#2 Native Instinct LLC	#3 Americas Generators, Inc	#4 AnA Sourcing
\$135,000.00	\$146,242.60	\$147,985.00	\$149,788.00
#5 Ramsay-Bliese Corp	#6 AC and DC POWER TECHNOLOGIES, LLC	#7 Cummins	
\$164,318.00	\$184,140.00	\$188,033.26	

- EOM personnel reviewed the proposals and recommend award to Low Country Machinery. While they are more familiar with the unit submitted by Native Instinct, there is a 32-week lead time on their units and Low Country has more readily available units and the lower cost.

Alternatives for Commission to Consider

- Approval of the PO 23-REQ-045 for the Purchase of Two Towable Generators from Low Country Machinery for \$135,000.00
- Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: EOM, Purchasing

Funding Source: \$200,000 budget, SPLOST

Attachments: PO 23-REQ-045

#1 Low Country Machinery	#2 Native Instinct LLC	#3 Americas Generators, Inc	#4 AnA Sourcing
\$135,000.00	\$146,242.60	\$147,985.00	\$149,788.00
#5 Ramsay-Bliese Corp	#6 AC and DC POWER TECHNOLOGIES, LLC	#7 Cummins	
\$164,318.00	\$184,140.00	\$188,033.26	

PURCHASE ORDER

Item XII. 2.

Effingham County Board of Commissioners

804 S LAUREL STREET
SPRINGFIELD, GA 31329
Phone: 912-754-2159
Fax: 912-754-8413

DATE: 11/21/2023
P.O. # 23-REQ-045

VENDOR

Low Country Machinery
1008 US HWY 80 E
Pooler, GA 31322
ATTN: Marty Ward
912-663-0228
mward@lowcountrymachinery.com

SHIP TO

Effingham County Board of Commissioners
311 Hwy 119
Springfield, GA 31329
ATTN: Charlie Mason
912-800-1374

REQUISITIONER	SHIP VIA	F.O.B.	SHIPPING TERMS
ECBOC			

ITEM #	DESCRIPTION	QTY	UNIT PRICE	TOTAL
1	Towable Generator - G125RS JCB	2	\$67,500.00	\$ 135,000.00
	2 year/3000 hour warranty			

SUBTOTAL \$ 135,000.00
TAX RATE \$ -
TAX \$ -
S & H \$ -
OTHER \$ -
TOTAL \$ 135,000.00

OTHER COMMENTS OR SPECIAL INSTRUCTIONS

ECBOC is a tax exempt entity. Tax ID# is 58-6000821

Low Country Machinery agrees to furnish two (2) Towable Generator - G125RS JCB as described in 23-REQ-045. The County references the terms, conditions and specifications contained in 23-REQ-045. These units are to be new, never titled and acceptance of this PO does not relieve vendor from any requirements listed in the bid documents.

Low Country Machinery - SIGNATURE

TITLE

Low Country Machinery - PRINT NAME

DATE

AUTHORIZED BY - SIGNATURE

CHAIRMAN

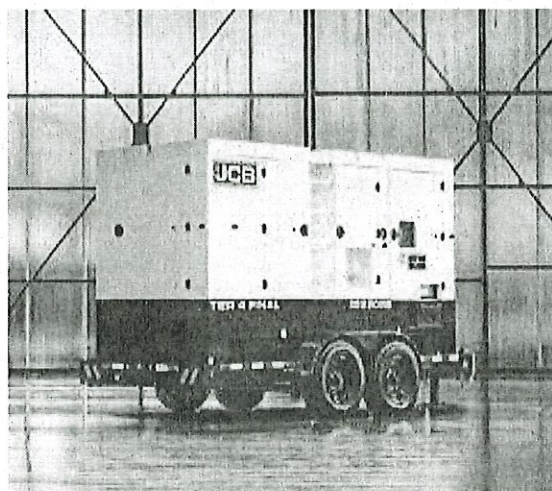
AUTHORIZED BY - TITLE

WESLEY CORBITT

AUTHORIZED BY - PRINT NAME

AUTHORIZED DATE

GI25RS Tier 4 Final



Electrical

Power Output	: 125kVA / 100kW @ 0.8 power factor
Available Voltages @ 60 Hz	: 480/277v 3ph, 208/120v 3ph, 240/120v single phase
US EPA Emissions Compliance	: Tier 4 Final
Fuel & DEF Runtime	: 36 hours

Engine

Manufacturer: JCB	: Model: 448 TA4-129
Aspiration	: Turbocharged and Charge Air Cooled
Displacement	: 4.8 Liters
Fuel Injection	: High Pressure Common Rail
Cooling	: Liquid Cooled
Governor	: Electronically Controlled
Aftertreatment	: Selective Catalytic Reduction (SCR)

Dimensions

Trailer Mounted	: 189 inches long by 74 inches wide by 105 inches tall
Weight	: 8115 pounds
Without Trailer	: 126 inches long by 43 inches wide by 83 inches tall
Weight	: 6615 pounds

Alternator

Manufacturer: Mecc Alte	: Model: ECP34-11L/4A
Type and # Poles	: 4-pole, single bearing with auxiliary high hp motor start winding
Insulation	: Class H
Enclosure	: IP23

Enclosure

Construction	: 2mm thick Zintec steel enclosure
Insulation	: High density fire resistant foam
Sound emission	: 69 dB(A) @ 23 feet, 100% load

Fuel Consumption (Prime)

100% load	: 7.16 gallons per hour
50% load	: 3.7 gallons per hour

Additional Features and Benefits

JCB Livelink for Remote Monitoring - 3 year subscription
 Deep Sea Electronics DSE 7310 Autostart Controller
 Mecc Alte AVR & PMG
 Camlock Connections, Color Coded
 Three Position Voltage Selection Switch - 3 phase & 1 phase
 Electric Brake Trailer - DOT and NATM Standards
 Trailer Fork Pockets
 2 Years / 3000 hours warranty
 Total Winding Protection for Harsh & Saline Environments
 MAUX – High Motor Start Auxiliary Winding
 3-Pole Molded Case Circuit Breaker
 Earth Leakage Detection
 Emergency Stop Button (Control Panel)
 120V Charger & Heater Supply Sockets
 GFCI 120V Convenience Outlet
 50A Twist Lock Power Sockets (3 x 240/120V)
 Terminal Safety Microswitches
 Battery Isolation Switch
 Battery Charger – 10A
 Front Panel USB Port
 High Engine Temperature Shutdown
 Low Oil Pressure Shutdown
 Low Coolant Level Alarm
 Analog Hour Counter
 Bus Live Warning lamp
 Audible Alarm Sounder
 Panel Mounted Voltage Trim Potentiometer
 External Emergency Stop Button
 Galvanized Steel Enclosure
 Maintenance Access Doors
 Powder-coat Paint, Electrostatically bonded
 Heavy Duty Steel Base
 Residential Silencer
 Fuel Tank Access Plate
 External Fuel Fill
 Control Panel Viewing Window
 4-Point Tie Down
 High Density Fire Resistant Foam
 Self Latching Cable Access Points
 Door Retention Catches
 Tropical Cooling Pack for High Ambient Temperatures
 Heavy Duty Air Filter
 Radiator Fan Guards
 Hot Component Guards
 Manual Oil Drain Pump
 Water Jacket Heater
 Fuel Pre-Filter with Separator & Fuel Level Sender
 3 Way Fuel Valve for Interconnection with External Fuel Supply
 Meets US EPA Tier 4 Final emissions without DPF or DOC



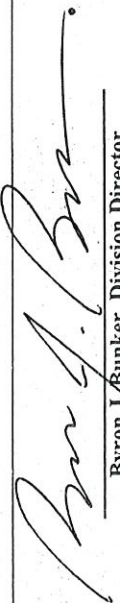
UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
2021 MODEL YEAR
CERTIFICATE OF CONFORMITY
WITH THE CLEAN AIR ACT

OFFICE OF TRANSPORTATION
AND AIR QUALITY
ANN ARBOR, MICHIGAN 48105

Certificate Issued To: JCB Power Systems Ltd.
(U.S. Manufacturer or Importer)

Certificate Number: MJCBL04.8S12-002

Effective Date:
11/20/2020
Expiration Date:
12/31/2021


Byron J. Bunker, Division Director
Compliance Division

Issue Date:
11/20/2020
Revision Date:
N/A

Model Year: 2021

Manufacturer Type: Original Engine Manufacturer

Engine Family: MJCBL04.8S12

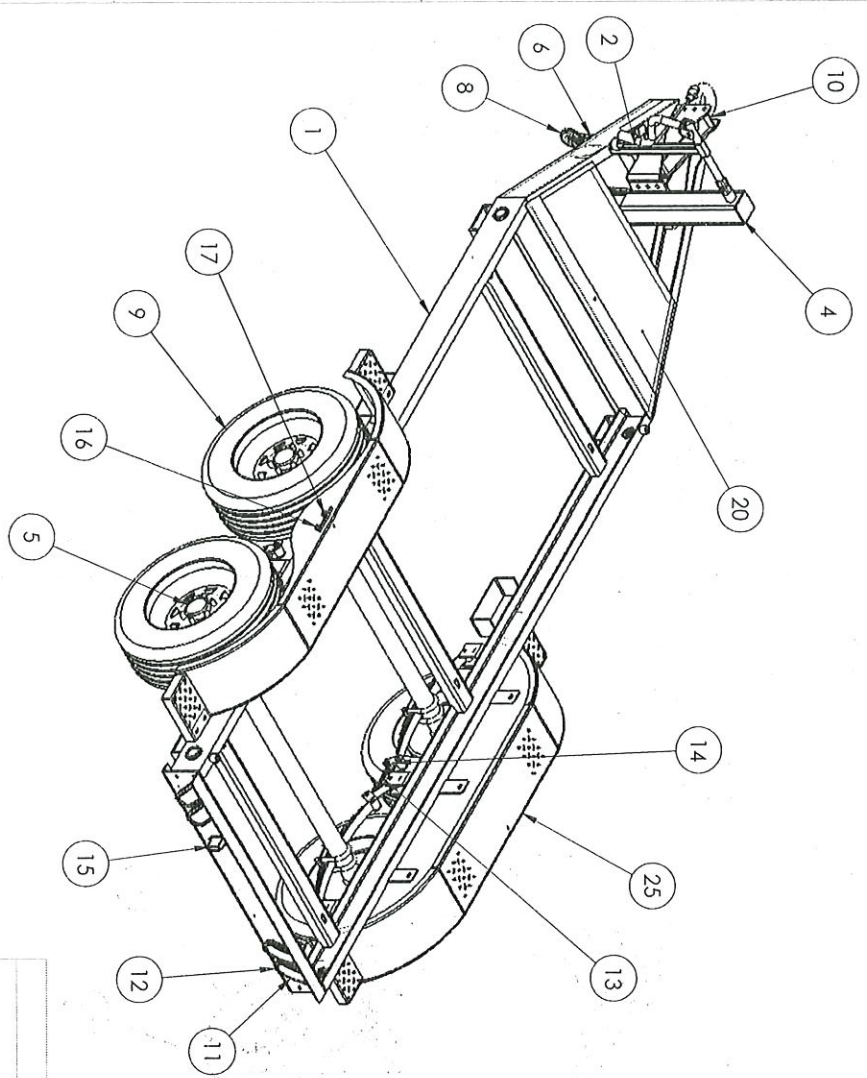
Mobile/Stationary Indicator: Both
Emissions Power Category: $56 \leq kW < 130$
Fuel Type: Diesel
After Treatment Devices: Ammonia Slip Catalyst, Selective Catalytic Reduction
Non-after Treatment Devices: Electronic Control, Non-standard Non-After Treatment Device
Installed, Engine Design Modification, Electronic/Electric EGR - Cooled

Pursuant to Section 111 and Section 213 of the Clean Air Act (42 U.S.C. sections 7411 and 7547) and 40 CFR Parts 60 and 1039, and subject to the terms and conditions prescribed in those provisions, this certificate of conformity is hereby issued with respect to the test engines which have been found to conform to applicable requirements and which represent the following engines, by engine family, more fully described in the documentation required by 40 CFR Parts 60 and 1039 and produced in the stated model year.

This certificate of conformity covers only those new compression-ignition engines which conform in all material respects to the design specifications that applied to those engines described in the documentation required by 40 CFR Parts 60 and 1039 and which are produced during the model year stated on this certificate of the said manufacturer, as defined in 40 CFR Parts 60 and 1039.

It is a term of this certificate that the manufacturer shall consent to all inspections described in 40 CFR 1068 and authorized in a warrant or court order. Failure to comply with the requirements of such a warrant or court order may lead to revocation or suspension of this certificate for reasons specified in 40 CFR Parts 60 and 1039. It is also a term of this certificate that this certificate may be revoked or suspended or rendered void *ab initio* for other reasons specified in 40 CFR Parts 60 and 1039.

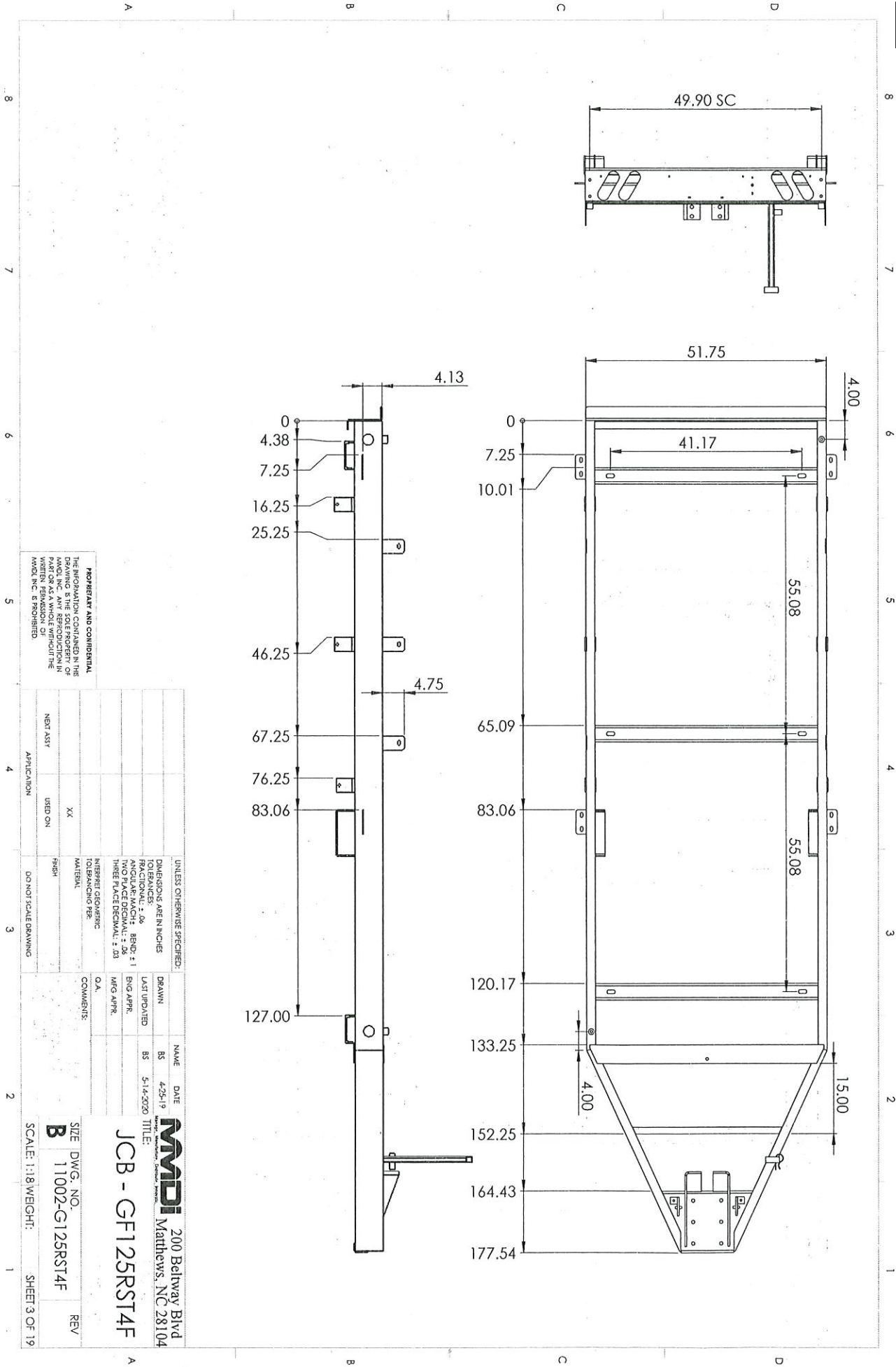
This certificate does not cover engines sold, offered for sale, or introduced, or delivered for introduction, into commerce in the U.S. prior to the effective date of the certificate.

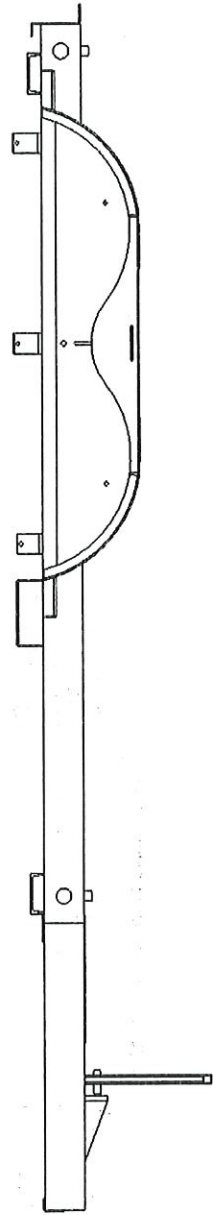
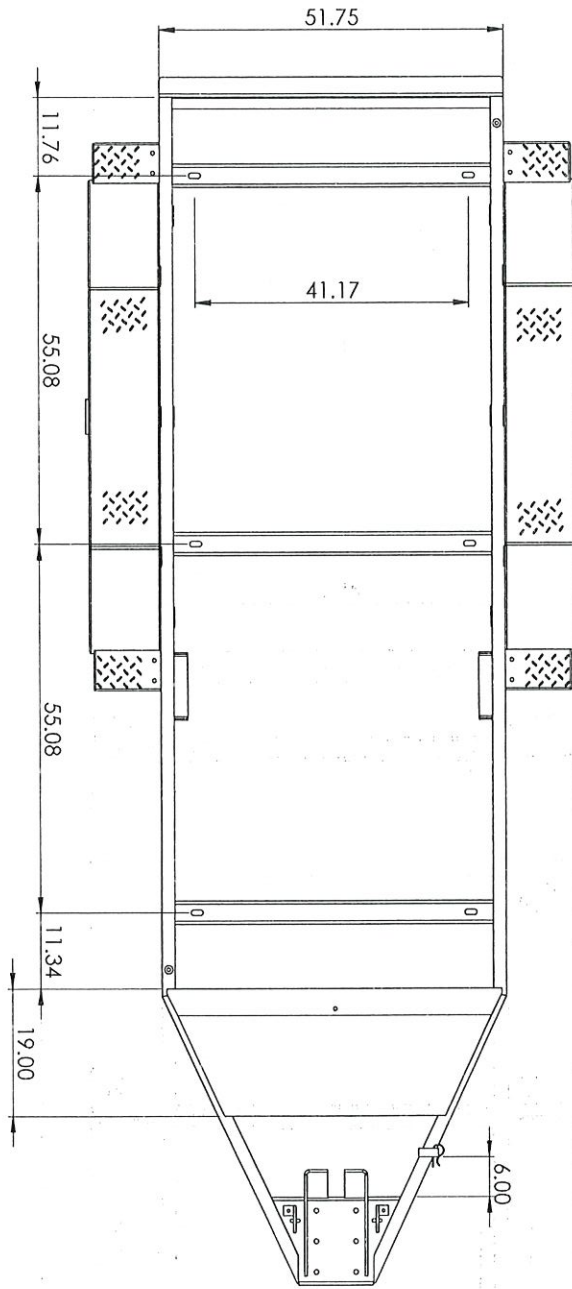


ITEM NO.	PART NUMBER	DESCRIPTION	QTY.
1	11002-1	FRAME, WELDMENT	1
2	134854	CONNECTOR, SAFETY CHAIN	2
4	11002-17	12K SIDE WIND JACK	1
5	MMDI114	6K ELECTRIC BRAKE AXLE, 6 ON 5.5	2
6	CHAIN	3/8 GRADE 70	2
8	HOOK	3/8 GRADE 70 SLIP HOOK	2
9	MMDI096	ST225/75R15D BLACK RIM 6 ON 5.5"	4
10	MMDI131	PINTLE EYE, ZINC COATED	1
11	MMDI393	LED RED OBLONG LIGHT	4
12	MMDI204	INCANDESCENT LIGHT GROMMET	4
13	QSBS-14F-GR6-D1013-balance	EQUALIZER	2
14	QSBS-14F-spring-plate	SHACKLE WITH BOLTS	8
15	MMDI165	TAG LIGHT KIT	1
16	MMDI210	3/4" FLAT RED LED MARKER LIGHT	2
17	MMDI211	3/4" FLAT AMBER LED MARKER LIGHT	2
18	MMDI417	BREAKAWAY KIT 3A10-150	1
19	MMDI168	7 PRONG FLAT RV STYLE PLUG	1
20	11002-26	FRONT DECK PLATE	1
21	MMDI230	2" CLEARANCE LIGHT GROMMET & PLUG	4
22	MMDI394	LED RED 2" CLEARANCE LIGHT	2
23	MMDI395	LED AMBER 2" CLEARANCE LIGHT	2
24	MMDI173	DOCUMENT HOLDER	1
25	JCBGF2UAL	BOLT ON FENDER ASSEMBLY	2

PROPRIETARY AND CONFIDENTIAL
THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF MATTHEWS, INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF MATTHEWS, INC. B PROHIBITED.

UNLESS OTHERWISE SPECIFIED:		NAME		DATE
DIMENSIONS ARE IN INCHES		BS	4/25/19	
TOLERANCES:		LAST UPDATED		
FRACTIONAL: 1/32		BS	5-14-2020	TITLE:
ANGULAR: MATCH - BEND ± 1		JCB - GF125RST4F		
HOLE POSITION: ± 0.010		200 Beltway Blvd		
HOLE PLACE DECIMAL: ± 0.03		Matthews, NC 28104		
INTERPRET GEOMETRIC TOLERANCING PER:		COMMENTS:		
MATERIAL		O.A.		
FINISH		SIZE DWG. NO.		
NEXT ASSY		B 11002-G125RST4F		
APPLICATION		SCALE: 1:18 WEIGHT: SHEET 1 OF 19		



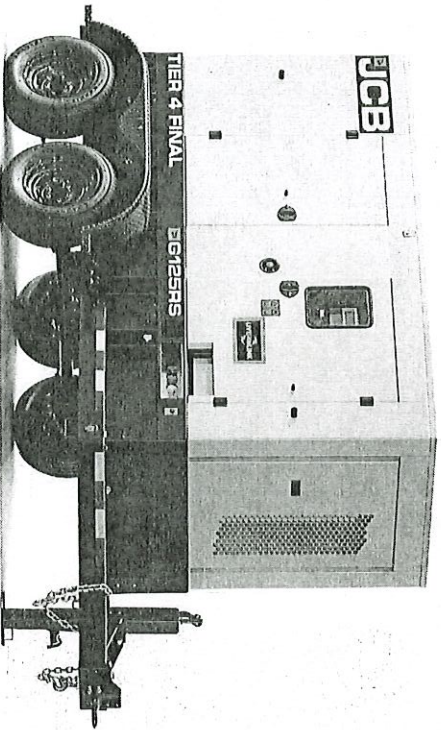


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WITHOUT THE WRITTEN PERMISSION OF
MMDI, INC. IT IS PROHIBITED.

UNLESS OTHERWISE SPECIFIED:		NAME	DATE
DIMENSIONS ARE IN INCHES		BS	4/25/19
TOLERANCES:		CHECKED	
FRACTIONAL: ± .06		ENG APPR.	
ANGULAR: MACH - BEND: ± 1		MFG APPR.	
TWO PLACE DECIMAL: ± .06		Q.A.	
THREE PLACE DECIMAL: ± .03		COMMENTS:	
INTERPRET GEOMETRIC			
TOLERANCING PER:			
MATERIAL:			
FINISH:			
NEXT ASSY		XX	
APPLICATION		USED ON	
DO NOT SCALE DRAWING			

MMDI 200 Bellway Blvd
Matthews, NC 28104
TITLE: JCB - GF125RST4F
SIZE DWG. NO. B 11002-G125RST4F REV
SCALE: 1:18 WEIGHT: SHEET 4 OF 19

G125RS | Rental Diesel Generator



WEIGHT AND DIMENSIONS - STATIC

Length	in	126
Width	in	43
Height	in	83
Weight*	lbs	6615

*Standard build with all fluids including fuel

WEIGHT AND DIMENSIONS - TRAILER MOUNTED

Length	in	189
Width	in	74
Height	in	105
Weight*	lbs	8115

*Standard build with all fluids including fuel

DIESEL GENERATOR

T4F

ELECTRICAL

Prime Rating					
Frequency (Hz)	Phases	Voltage (V)	kVA	kW	Amps
60	3	480/277V	125	100	151
60	3	208/120V	125	100	347
60	1	240V	66	66	275
Rated Speed (RPM)					
1800					
1800					
1800					
Emissions					
T4F					
T4F					
T4F					

POWER FACTOR

3 Phase	0.8
1 Phase	1

ALL RATINGS ARE TO STANDARD REFERENCE CONDITIONS

Prime: This rating is for the supply of continuous electrical power, at variable load (70% average), in lieu of commercially purchase power. There is no limitation on the annual hours of operation and 10% over load power can be supplied for 1 hour in 12.
Ambient reference conditions 1000mbar, 25°C, 30% relative humidity ISO3046

I25RS | Rental Diesel Generator

AIR SYSTEM

Limiting Ambient Temperature	°F	124
Radiator Duct Allowance	In H ₂ O	TBC
Radiator Cooling Airflow	cfm	10594

EXHAUST SYSTEM

Maximum Temperature	100%	°F	TBC
Exhaust Gas Flow	100%	lbs/hr	1387
Maximum Allowed Back Pressure		In H ₂ O	100

FUEL SYSTEM

Diesel Specification	Grade	ASTM D975 (2D)
Standard Fuel Tank Capacity	(US) g	132
Fuel Tank Material	Type	Steel
Fuel Tank Construction		Double Skinned

FUEL CONSUMPTION

100% Load Prime	(US) gph	7.16
75% Load Prime	(US) gph	5.42
50% Load Prime	(US) gph	3.70

DEF SYSTEM

DEF Specification		ISO 22241-1
Standard Capacity Tank	(US) g	4.5

DEF CONSUMPTION

100% Load Prime	(US) gph	0.25
75% Load Prime	(US) gph	0.19
50% Load Prime	(US) gph	0.13

ENGINE

	1800 RPM	
Net Output Rating (PRP)	kW	106
Net Output Rating (Standby)	kW	117
Manufacturer and Model	JCB JCB 448 TA4-I29	
Fuel	Diesel	
Injection	Common Rail	
Aspiration	Turbo Charged	
Cylinders	4	
Bore and Stroke	in	4.2 x 5.3
Displacement	in³	291.0
Cooling	Water	
Engine Oil Specification	API CH4-SAE 10W/40	
Compression Ratio	16.7 : 1	
Engine Oil Capacity	(US) g	4.00
Coolant Capacity	(US) g	4.2
Governor	Electronic	
Engine Oil Consumption	(US) gph	0.004
	SCR	●
	DOC	x
Exhaust After treatment	DPF	x

AMBIENT CLEARANCE

Upper Temperature Limit	°F	122
Lower Temperature Limit	°F	23

SOUND PRESSURE

LpA (23ft & 100% load)	dB(A)	60Hz	69
------------------------	-------	------	----

125RS | Rental Diesel Generator

ELECTRICAL

AVR DSR	●
AVR DER1 with 3 phase sensing	Δ
Total + Winding Protection for Harsh & Saline Environments	●
MAUX – High Motor Start Auxiliary Winding	●
Anti-Condensation Heater	Δ
3 Pole Moulded Case Circuit Breaker	●
Earth Leakage Protection (Switchable)	Δ
Preparation for Earth Spike	●
Emergency Stop Button (Control Panel)	●
120V Charger & Heater Supply Sockets	Δ
GFCI 120V Small Power Sockets	Δ
50A Shore Power Sockets	Δ
Camlock Connections	Δ
Terminal Safety Microswitches	●
Standard: ●	Not Available: x
	Optional: Δ

BATTERY FEATURES

Battery Isolator	●
Battery Type	Maintenance Free Lead Acid
Battery Charger – 10A	Δ

STARTING SYSTEM

Battery Capacity	Ah	1000
Number of Batteries		1
Auxiliary Voltage	V	12

ALTERNATOR ECP34-1L/4A

Poles	4
Insulation	Class H
Enclosure	IP23
Exciter System	MAUX Excitation
Voltage Regulator	AVR - DSR
Steady State Voltage Regulation	+/- 1%
Bearing	Single bearing sealed
Coupling	Flexible disc
Cooling	Direct drive centrifugal blower fan
Coating	Total Protection +
Multi Position Voltage Selection Switch	Δ
Standard: ●	Not Available: x
	Optional: Δ

CONTROL AND COMMUNICATION

DSE 7310 (Non Sync) Controller	●
DSE 8610 (Sync) Controller (>220 with DSE8003 colour screen)	Δ
Deif AGC150 (Non Sync) Controller	Δ
Deif AGC4 (Sync) Controller with TDU7 Touchscreen Display	x
Analogue Load Share	Δ
External USB Programmable Port	Δ
JCB Liveliink for Power	●
High Engine Temperature Shutdown	●
Low Oil Pressure Shutdown	●
Low Coolant Level Alarm	●
Leak Detection Alarm	Δ
Analogue Hour Counter	Δ
Bus Live Warning Lamp	●
Audible Alarm Sounder	●
Panel Mounted Voltage Trimpot	Δ
Standard: ●	Not Available: x
	Optional: Δ

125RS | Rental Diesel Generator

MECHANICAL

Tropical Cooling Pack	•
Heavy Duty Air Filter	•
Radiator Fan Guards	•
Hot Component Guards	•
Manual Oil Drain Pump	Δ
Water Jacket Heater	Δ
Fuel Pre-Filter with Separator	•
Racor water/fuel separator	Δ
Racor change over water/fuel separator	x
Fuel Level Sender	•
3 Way Fuel Valve	Δ
Exhaust Silencer including Aftertreatment	•
Fuel Tank Access Plate	•
External Fuel and DEF Fill Point	•
Remote DEF Tank Connection	Δ
Standard: •	Not Available: x
	Optional: Δ

TRAILER - Optional

DOT Approval	•
LED Lights	•
Electric Brakes	•
Access Platform Fenders	•
3" Pintle Eye Hitch	•
7 Pin Towing Electrics	•
Tie Down Points	•
Heavy Duty Jack	•
Fire Extinguisher	Δ
Black Paint Finish (Trailer & Rims)	•
Standard: •	Not Available: x
	Optional: Δ

CANOPY

Lockable Maintenance Access Doors	•
Control Panel Viewing Window	•
Single Lift Point	•
Fork Lift Pockets	x
Fluid Containment with Drain Point	•
4 Point Tie Down	•
High Density Fire Retardant Foam	•
Yellow Paint	•
Other Paint Finishes	Δ
Heavy Duty Rental Base	•
Zintec Steel Canopy	•
Integrated High Level Access Ladder	x
Self-Latching Cable Access Points	•
Door Retention Catches	•
External Emergency Stop Button	•
Waterproof Document Holder	Δ
Standard: •	Not Available: x
	Optional: Δ

Staff Report

Subject: Approval of PO 23-REQ-046 for the Purchase of a Jetter Trailer

Author: Alison Bruton, Purchasing Agent

Department: Water/Sewer

Meeting Date: November 21, 2023

Item Description: PO 23-REQ-046 for the Purchase of a Jetter Trailer

Summary Recommendation: Staff recommends approval of the PO 23-REQ-046 for the Purchase of a Jetter Trailer from Multitech Traders, LLC

Executive Summary/Background:

- Staff published a request for quotes for the purchase of a jetter trailer for the water/sewer department.
- Four quotes were received:
 1. Technology International, Inc. - \$80,980.00
 2. Multitech Traders, LLC - \$81,998.00
 3. Environmental Products Group - \$84,700.00
 4. Jet-Vac Equipment Company, LLC - \$113,746.81
- During the review of the submittals, EOM noted that bidder #1 and #2 were bidding the same unit; however, bidder #1 did not meet the specs included in the RFQ. Bidder #2 did include additional items to meet the specs with the exception of the hose lead being 10' instead of 20'. EOM recommends award to bidder #2, Multitech Traders, LLC.

Alternatives for Commission to Consider

1. Approval of PO 23-REQ-046 for the Purchase of a Jetter Trailer from Multitech Traders, LLC. in the amount of \$81,998.00
2. Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: EOM, Purchasing

Funding Source: \$92,000 budget, water/sewer funds

Attachments: PO 23-REQ-046

#1 Technology International, Inc.	#2 Multitech Traders, LLC	#3 Environmental Products Group	#4 Jet-Vac Equipment Company, LLC
\$80,980.00	\$81,998.00	\$84,700.00	\$113,746.81

Brand	USJ 3030-600	USJ 3030-600	Vactor RamJet	747 FR 2000 Eco Trailer
Delivery	24 weeks	19 weeks	18 weeks	13-18 weeks
30 GPM @ 3000 PSI	yes	yes	yes	yes
Minimum 700 gallon tank capacity	2- 300 gal	2- 375 gal	750	700
Minimum 70 HP tier 4 diesel engine	74	74	74	74
Wireless remote option	yes	yes	see added cost	yes
Water recirculation and antifreeze system	yes	yes	yes	yes
Air purge system	yes	yes	yes	yes
Electronic throttle control	yes	yes	yes	yes
Finned nozzle extension	yes	yes	yes	yes
Auto shutdown for high engine temperature, low oil pressure	yes	yes	yes	yes
Tachometer with hour meter	yes	yes	yes	yes
Aluminum Toolbox	yes	yes	yes	yes
Hydraulic speed control valve	yes	yes	yes	yes
NEMA 4 control panel	yes	yes	yes	yes
E-stop	No	yes	yes	yes
All LED lights	yes	yes	yes	yes
Bypass water control valve	yes	yes	yes	yes
Water pressure gauge	yes	yes	yes	yes
Electric brakes	yes	yes	hydraulic	yes
Aluminum rock guard on fenders	yes	yes	yes	Chip guard
2" fill system and 25' hose	No	yes	2.5" 25'	2.5" 25'
Articulating hydraulic driven hose reel	yes	yes	yes	yes
750' capacity pivot hose reel	No	yes	600'	800' capacity
750' x 3/4" hose	500'	800'	500'	yes
3" x 3' Tiger Hose hose protector	yes	yes	yes	yes
Nozzle storage rack	yes	yes	yes	yes
Fill hose storage rack	No	yes	yes	yes
Footage counter	No	yes	yes	yes
LED strobe light	yes	yes	yes	yes
20' leader hose	10'	10'	25'	25'
Tandem axle trailer (6000 lb DOT rated axles)	yes	yes	yes	yes
Minimum 2 year warranty	yes	yes	yes	yes
On site factory training	yes	yes	yes	yes
Representative within radius	yes	yes	yes	yes

Additional cost to meet spec

\$	90,840.00	\$	81,998.00	\$	90,425.00	\$	113,746.81
----	-----------	----	-----------	----	-----------	----	------------

PURCHASE ORDER

Item XII. 3.

Effingham County Board of Commissioners

804 S LAUREL STREET
SPRINGFIELD, GA 31329
Phone: 912-754-2159
Fax: 912-754-8413

DATE: 11/21/2023
P.O. # 23-REQ-046

VENDOR

Multitech Traders, LLC
12603 Raiders Blvd.
Fishers, IN 46037
ATTN: Jay Kurtz
812-717-3002
mtt@multitechtraders.com

SHIP TO

Effingham County Board of Commissioners
311 Hwy 119
Springfield, GA 31329
ATTN: Charlie Mason
912-800-1374

REQUISITIONER	SHIP VIA	F.O.B.	SHIPPING TERMS
ECBOC			

ITEM #	DESCRIPTION	QTY	UNIT PRICE	TOTAL
1	USJ 3030-600 Trailer Mounted High Pressure Jetting	1	\$81,998.00	\$ 81,998.00

SUBTOTAL	\$ 81,998.00
TAX RATE	\$ -
TAX	\$ -
S & H	\$ -
OTHER	\$ -
TOTAL	\$ 81,998.00

OTHER COMMENTS OR SPECIAL INSTRUCTIONS

ECBOC is a tax exempt entity. Tax ID# is 58-6000821

Multitech Traders, LLC agrees to furnish one (1) USJ 3030-600 Trailer Mounted High Pressure Jetting as described in 23-REQ-046.
The County references the terms, conditions and specifications contained in 23-REQ-046.

Multitech Traders, LLC - SIGNATURE

TITLE

Multitech Traders, LLC - PRINT NAME

DATE

AUTHORIZED BY - SIGNATURE

CHAIRMAN

AUTHORIZED BY - TITLE

WESLEY CORBITT

AUTHORIZED BY - PRINT NAME

AUTHORIZED DATE

Date: **11-01-2023****MULTITECH TRADERS LLC**

12603 Raiders Blvd,
Fisher, IN 46037
CAGE Code: 9EZ26

UEI : P8LBDB6HMKB1

DUNS: 11873413

EIN : 88-2676590

Registered in <http://www.sam.gov>

Quote #:

MTT/1023-26515

Prepare by:

Jay Kurtz

Title:

Bidding Executive

Email:

mtt@multitechtraders.com

Agency

Effingham County

Project:

Purchase of a Jetter Trailer

Bid #:

23-REQ-046

FOB:

Springfield, GA 31329

Lead time:

19 Weeks

Validity:

30 Days

Multitech Traders, LLC is a small business and our Tax Payer Identification Number (EIN): 88-2676590.

We are delighted to present the following for consideration in response to your quote request for " Purchase of a Jetter Trailer". We trust that this proposal will meet your requirements and we look forward to hearing from you.

Description: USJ 3030-600 Trailer Mounted High Pressure Jetting**\$81,998.00****Engine/Pump:**

Hatz 74 HP Diesel Engine Tier IV
USJ 30 GPM @ 3000 PSI
Triplex Plunger Pump
Tier 4 Basic Control Panel
Auto Shutdown (for High Engine
Temp/Low Oil Pressure)
Water Recirculation & Anti-Freeze Sys
Pulsation System
Shrouded Engine

Hose Reel & Hose:

Standard Pivot Hose Reel
3/4" x 500' USJ Sewer Hose
Manual Hose Guide
Hydraulic Driven Hose Reel
Trailer:
Twin 6000 lbs. Torsion Bar Axle
D.O.T. Approved LED Lighting
Two (2) 72" Aluminum Tool Box
Aluminum Rims

Accessories:

10' Leader Hose
3/4" RPD 6R/1F Nozzle
3/4" RPD 8R Nozzle
9" Drain Jet Extension
3" Tiger Tail
Nozzle Rack
Digital Operator/Manual
1 Pair Safety Gloves; 3000 PSI
7500 PSI Flat or Rotary

Water Tanks:

Two (2) 300 Gallon Black Water Tanks

Included Options**Engine / Pump:**

- JMS Elite Wireless Remote Control Systems

Hose Reel /Hose:

- Upgrade To Longer 3/4" Hose; Increments Of 100'
- Footage Counter Manual Option (J-428-2020-ASSY)

Tank & Fill:

- Upgrade To Two (2) 375 Gallon Water Tanks
- 2 1/2" Hydrant Hose Holder (2J-284-HOLDER-2.5)

Nozzle & Accessory:

- Finned Extension

Quotation Acceptance & Purchase Order Confirmation

Customer to provide equipment and personnel to unload.

FOB manufacturer, best way PPD and ADD

Following order receipt, submittal information will be made available for approval. (If appropriate)

Quoted price is not available on a line item basis. This is an offer for a lump sum contract.

MSO will be given by Multitech Traders at the moment of payment confirmation. (if applicable)

The price quoted does not include any sales, excise or similar taxes

Net 30 days for each invoice

If you have any questions or need more information, please contact us by phone at (812) 717 3002, or email us at mtt@multitechtraders.com

Respectfully submitted by:



Jey.K
Bidding Executive
MULTITECH TRADERS, LLC

Staff Report

Subject: Approval of Change Order #3 for Task Order 22-25-006 for the TSPLOST Intersections Design and Construction Management with Roberts Civil Engineering

Author: Alison Bruton, Purchasing Agent

Department: Public Works

Meeting Date: November 21, 2023

Item Description: Change Order #3 for Task Order 22-25-006 for the TSPLOST Intersections Design and Construction Management with Roberts Civil Engineering

Summary Recommendation: Staff recommends approval for Change Order #3 for Task Order 22-25-006 for the TSPLOST Intersections Design and Construction Management with Roberts Civil Engineering in the amount of \$105,000.00

Executive Summary/Background:

- Change Order 1 was approved for the design and construction management of two additional intersections:
 - Hodgeville Road @ Scuffletown Road - \$74,242
 - Hodgeville Road @ Forest Haven Road - \$74,242
- Change Order 2 was approved to add Right Of Way Acquisition Services and Lighting Design to the scope for a NTE total of \$437,560.00.
- Change Order 3 is being requested for the resurfacing of Hodgeville Road in conjunction with the turn lane improvements included in CO1, Hodgeville/Scuffletown and Hodgeville/Forest Haven.
- The original contract amount is \$742,423.00
- Change Order 1: \$148,484.00
- Change Order 2: \$437,560.00
- Change Order 3: \$105,000.00
- The new contract total is \$1,433,467.00

Alternatives for Commission to Consider

1. Approval for Change Order #3 for Task Order 22-25-006 for the TSPLOST Intersections Design and Construction Management with Roberts Civil Engineering in the amount of \$105,000
2. Deny Change Order #3
3. Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: County Manager, Project Manager, Purchasing, Finance

Funding Source: TSPLOST

Attachments:

1. Change Order #3
2. RCE Request

Change Order # 3

Project: 22-25-006 – Engineering/Design of TSPLOST Intersections

Contract Date: December 7, 2021

Change Order Effective Date: November 21, 2023

Change Order Issued to: Roberts Civil Engineering
301 Sea Island Rd., Suite 10
St. Simons Island, GA. 31522

You are directed to make the following changes to this Contract.

ITEM NO.	DESCRIPTION	Unit Price	Quantity	Total
1	Hodgeville Road Resurfacing Package			\$105,000.00
	TOTAL			\$105,000.00

The original Contract Sum was.....\$ 742,423.00

Net change by previously authorized Change Orders.....\$ 586,044.00

The Contract Sum prior to this Change Order was.....\$ 1,328,467.00

The Contract Sum will be increased by this Change Order.....\$ 105,000.00

The new Contract Sum including this Change Order will be.....**\$ 1,433,467.00**

Owner
 Effingham County Board of Commissioners
 804 S. Laurel Street
 Springfield, GA 31329

Contractor
 Roberts Civil Engineering
 301 Sea Island Rd., Suite 10
 St. Simons Island, GA. 31522

By: _____

By: _____

Date: _____

Date: _____



ROBERTS CIVIL ENGINEERING

St Simons Island | Savannah | Jacksonville | Charleston
www.robertscivilengineering.com

Additional Work Authorization Hodgeville Road Resurfacing Effingham County, GA

On this 8th day of November 2023, the services below are proposed in addition to the executed Contract Agreement between **Effingham County Board of Commissioners** and **Roberts Civil Engineering, LLC** dated December 7th, 2021. All terms of the aforementioned Contract Agreement shall remain in effect for all work.

1. Hodgeville Road Resurfacing Package

Additional Work Requested

Item 1: Hourly Not to Exceed: \$105,000.00

***Delivery of Work Requested as Follows for Approximately 3.88 Miles of Leveling, Resurfacing, and Overlay of Hodgeville Road Resurfacing Package:**

Items	Description	Hours	Total
1	Bid Documents / Construction Documents	80	\$14,800
2	Project Management/ Construction Management/ Inspections	448	\$82,880
3	Coordination with Contractors and Review of Submittals/Pay Applications	20	\$3,700
4	Project Close Out	20	\$3,700

***The above is the budgeted allotment for Hours for the additional work referenced, this agreement is 'Hourly Not to Exceed' so any time not spent on the project will not be billed to the client.**

IN WITNESS WHEREOF the Parties hereto have caused this agreement to be executed as of the day and year first above written.

ENGINEER:

By: Johnathan Roberts
For: Roberts Civil Engineering, LLC
Its: Professional Engineer



CLIENT:

By: _____
For: _____
Its: _____

Staff Report

Subject: Purchase of Service Agreement between Coastal Regional Commission and Effingham County Board of Commissioners

Author: Tim Callanan

Department: County Manager

Meeting Date: November 21, 2023

Item Description: Consideration to approve a Purchase of Service Agreement between Coastal Regional Commission and Effingham County Board of Commissioners

Summary Recommendation: The staff recommends the approval of the Purchase of Service Agreement between Coastal Regional Commission and Effingham County Board of Commissioners.

Executive Summary/Background: The Coastal Regional Commission has suspended the monthly group shopping trips for the Senior Center due to budgetary restraints. This agreement will allow Effingham County Board of Commissioners to continue to provide the Seniors at the Senior Center monthly group trips to and from Walmart to support their “Quality of Life” purposes. This agreement will require Effingham County Board of Commissioners to commit to an aggregated amount of \$50.00 per hour for approximately one (1), three-hour round trip (or \$150 total per trip) to cover the Coastal Regional Commission costs of scheduled trips for the remainder of Fiscal Year 2024. This being an approximate total of \$1200.

Alternatives for Commission to Consider:

1. Approve the Purchase of Service Agreement with Coastal Regional Commission
2. Do not approve the proposed agreement.
3. Provide staff with direction.

Recommended Alternative: Staff recommends alternative 1 – Approve the Purchase of Service Agreement with Coastal Regional Commission.

Other Alternatives: None

Department Review: County Manager

Funding Source: Fund Balance

Attachments: Purchase of Service Agreement between Coastal Regional Commission and Effingham County Board of Commissioners

Purchase of Service Agreement
between
Coastal Regional Commission
and
Effingham County Board of Commissioners

THIS, AGREEMENT, executed this ____ day of _____ 2023, between the Coastal Regional Commission, hereinafter referred to as the "Provider" and the Effingham County Board of Commissioners, supporting the Springfield Senior Citizens Center, 128 New Stillwell Rd. Springfield, GA 31328, hereinafter referred to as the "Purchaser".

WHEREAS, the Provider's transportation program is a rural public shared ride, door-to-door advance request service available to all persons within the ten-counties of the coastal region; and

WHEREAS, the Purchaser will respond to the current needs of its community by providing transportation that will deliver a monthly group trip that will support the citizens of Effingham County for "Quality of Life" (QoL) purposes.

NOW, THEREFORE, the Provider and Purchaser do mutually agree as follows:

- 1) The service offered to the Purchaser will be an extension of the Provider's regional rural public transit system open to other public riders; Provider will also provide specific transportation services as requested or needed by the Purchaser;
- 2) The Provider will provide transportation services during the Provider's normal hours of operation for general public clients that reside in the incorporated and unincorporated areas of Effingham County, and the City of Springfield.
- 3) The scheduling/ordering of trips shall be through the use of the Provider's established Call Center. The purchaser must notify the CRC Call Center one-week in advance of the requested senior group trip for the Springfield Senior Center;
- 4) The Provider will provide to the Purchaser a monthly invoice with the number of trips taken and identified by type of trip, address of origin, and destination;
- 5) The Provider will be responsible for furnishing drivers, vehicles, maintenance and repair of vehicles, insurance and all other costs for the vehicles used to carry out this Agreement. Drivers can assist clients with entering and/or exiting the bus as requested; however, they are not permitted to leave the line of site of the bus at any time;
- 6) The Purchaser has committed an aggregated amount of \$50.00 per hour, for approximately one (1), three-hour round trip to a local shopping establishment (Walmart, Etc.) each month to cover the client cost of scheduled trips, for the seven-months of

service remaining in FY24;

- 7) The Transportation Services provided pursuant to this Agreement shall begin immediately upon execution of this Agreement; and shall continue until all funds are exhausted, or until seven-month term remaining in FY24 is reached (June 30, 2024), or terminated in concurrence by either party.
- 8) The Provider shall not be liable to Purchaser for any failure, delay, or interruption of services, or for failure or delay in the performance of the Agreement due to acts of God, fire, riot, governmental restrictions, enemy actions, civil commotion, or other similar acts or conditions beyond reasonable control of the Provider;
- 9) This Agreement may be amended by mutual consent of the contracting parties. Such amendment by either party must be in writing, signed by both parties, and attached to and made part of this Agreement.

IN WITNESS WHEREOF, the Provider and the Purchaser have executed this Agreement as of this date just written above.

COASTAL REGIONAL COMMISSION

Allen Burns, Executive Director

Date

Ken Lee, Chairman

Date

EFFINGHAM COUNTY BOARD OF COMMISSIONERS

Wesley Corbitt, Chairman

Date

Staff Report

Subject: Approval of Contract 23-RFP-042 with Foresite Group, LLC for the SS4A Action Plan

Author: Alison Bruton, Purchasing Agent

Department:

Meeting Date: November 21, 2023

Item Description: Contract 23-RFP-042 with Foresite Group, LLC for the SS4A Action Plan

Summary Recommendation: Approval of Contract 23-RFP-042 with Foresite Group, LLC for the SS4A Action Plan for \$195,880.00

Executive Summary/Background:

- Effingham County was awarded grant funds for the Safe Streets and Roads for All Action Plan. The SS4A Action Plan will be in accordance with the U.S. Department of Transportation guidelines and include the following Action Plan Components:
 - Safety Analysis
 - Public Involvement
 - Identification and analysis of underserved communities
 - Assessment of current policies, guidelines and standards
 - Identification and prioritization of projects and strategies
- Five (5) proposals were received as follows:

	Price	# of hours
Atlas	\$249,933.97	996
Heath & Lineback	\$264,401.65	1445
Foresite Group	\$195,880.00	951
Kimley-Horn	\$239,970.00	1355
Pond	\$233,542.52	1144

- Staff and Thomas and Hutton personnel have reviewed all of the proposals. After a thorough review, the recommendation is to award to Foresite Group, LLC.

Alternatives for Commission to Consider

1. Approval of Contract 23-RFP-042 with Foresite Group, LLC for the SS4A Action Plan for \$195,880.00
2. Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: T&H, CIP, County Manager, Purchasing

Funding Source: Grant Funds

Attachments: Contract and Proposal Information

REQUEST FOR PROPOSAL

23-RFP-042

SAFE STREETS AND ROADS FOR ALL ACTION PLAN



Effingham County
804 S Laurel Street
Springfield, GA 31329

Effingham County
REQUEST FOR PROPOSAL

23-RFP-042

Safe Streets and Roads for All Action Plan

I.	Services Contract
II.	TERMS AND CONDITIONS OF THIS CONTRACT
III.	COMPENSATION, FINANCIAL ADMIN AND GUARANTEES
IV.	INSURANCE REQUIREMENTS
V.	WAIVERS AND EXCEPTIONS
VI.	GENERAL PROVISIONS
VII.	AUTHORITY TO EXECUTE AND ENTER AGREEMENT

1. Services Contract

Services Contract Between

This Contract (hereinafter referred to as "Contract" or "Agreement") is made and entered into by and between the Board of Commissioners of Effingham County, Georgia (hereinafter referred to as the "Board" and/or "County") and Foresite Group, LLC, 3740 Davinci Ct, Suite 100, Peachtree Corners, GA 30092, (hereinafter called the "Contractor"). This Contract shall be effective and binding on the date that the last authorized signature is affixed.

WITNESSETH

WHEREAS, the Board desires to engage a qualified company as specified in 23-RFP-042 - Safe Streets and Roads for All Action Plan; and

WHEREAS, the Vendor has represented to the Board that it is experienced, licensed and qualified to provide the services contained herein, and the Board has relied upon such representation; and

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, it is agreed by and between the Board and the Vendor as follows:

2. TERMS AND CONDITIONS OF THIS CONTRACT

2.1. TERMS OF SERVICE.

The scope of services and the terms and conditions of performance shall be as specified in this document and in 23-RFP-042- Safe Streets and Roads for All Action Plan and related addenda which are hereby adopted and incorporated as if set forth fully herein.

2.2. CONTRACT.

This Contract is for the SS4A Action Plan Project in the amount of \$195,880.00.

2.3. REQUIREMENT FOR MANDATORY PERFORMANCE.

The words "shall", "will" and "must" may be used interchangeably in this Contract and in any case will indicate mandatory.

2.4. PERSONNEL AND EQUIPMENT.

The Vendor represents that it has secured and will secure, at its own expense, all personnel and equipment necessary to perform the services of this Contract, none of whom shall be employees of, nor have any contractual relationship with Effingham County. All of the services required hereunder will be performed by the Vendor under its supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under law to perform such services.

2.5. CHANGES TO THIS CONTRACT

The County may, at any time, request changes in the Scope of Services of the Vendor to be performed hereunder. Such changes, including any increase or decrease in term, rate, or amount of the Vendor's compensation, as more fully described elsewhere herein, which are mutually agreed upon by and between the County and the Vendor shall be incorporated in written amendments to this Contract.

2.6. TERMINATION OF CONTRACT FOR CAUSE.

County may terminate this Contract for cause or Vendor's persistent failure to perform the work in accordance with the Contract Documents. If County terminates the Contract for cause, Vendor shall not be entitled to any further payment from the effective date of the termination which shall be stated in the termination letter sent by the County.

2.7. TERMINATION OF CONTRACT WITHOUT CAUSE.

County may terminate without cause, upon seven (7) days written notice to Vendor. In such case, Vendor shall be paid for completed and acceptable work executed in accordance with this Contract prior to the effective date of termination. Vendor shall not be paid on account of loss of anticipated profits or revenue or other economic loss arising out of or resulting from such termination.

2.8. TERMINATION OF CONTRACT FOR LACK OF FUNDING.

The obligation of the County for payment to the Vendor is limited to the availability of funds appropriated in the current fiscal year by the Effingham County Board of Commissioners.

2.9. INDEMNIFICATION.

To the fullest extent permitted by law, the Vendor shall indemnify and hold harmless County and its officers, directors, partners, employees, agents, consultants, and subcontractors from and against all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out or relating to the performance of the work, but only to the extent caused by any negligent or willful act or omission of Vendor, its subcontractors and suppliers, or any individual or entity directly or indirectly employed by them to perform any of the work or anyone for whose acts any of them may be liable.

The Vendor's obligation to indemnify Effingham County under this Section shall not be limited in any way by the agreed upon contract price as shown in this Contract or by the scope and amount of insurance maintained by the Contractor.

2.10. COVENANT AGAINST CONTINGENT FEES.

The Vendor shall comply with the relevant requirements of all Federal, State, County or other local laws. The Vendor warrants this it has not employed or retained any company, person, other than a bona fide employee working solely for the Vendor, for any fee, commission, percentage, brokerage fee, gifts, or any consideration, contingent upon or resulting from the award or making of this contract.

For breach or violation of this warranty, the Board shall have the right to annul this Contract without liability or in its discretion to deduct from the Contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

2.11. PROHIBITED INTERESTS.

A. Conflict of Interest. The Vendor and its subcontractors warrant that they presently have no interest and shall acquire no interest, direct or indirect, that would conflict in any manner or degree with the performance of its services hereunder. The Vendor further agrees that, in the performance of the Contract no person having such interest shall be employed.

B. Statement of disclosure: Vendor must provide a statement of disclosure which will allow the County to evaluate possible conflicts of interest.

Interests of Public Officials.

Vendor warrants for itself and any subcontractor that no elected or appointed official or employee of Effingham County, Georgia, has any interest in their bid or the proceeds of any contract/agreement which may result thereof. In the event that an elected or appointed official or employee acquires any interest in any contract/agreement which may result from this bid, or the proceeds thereof, the vendor agrees to disclose such interest to the County immediately by written notice. For breach or violation of this clause, the County may annul any contract/agreement resulting from this bid without liability, terminate any contract/agreement resulting from this bid for default, or take other remedial measures. "Interest" as used herein means direct or indirect pecuniary or material benefit accruing to a county commissioner, official or employee as a result of a matter which is or which is expected to become the subject of an official action by or with the county, except for such actions which, by their terms and by the substance of their provisions, confer the opportunity and right to realize the accrual of similar

benefits to all other persons and/or property similarly situated. The term “interest” shall not include any remote interest. For purposes of this bid, a county commissioner, official or employee shall be deemed to have an interest in the affairs of: (1) his or her family; (2) any business entity in which the county commissioner, official or employee is a member, officer, director, employee, or prospective employee; and (3) any business entity as to which the stock, legal ownership, or beneficial ownership of a county commissioner, official or employee is in excess of five percent of the total stock or total legal and beneficial ownership, or which is controlled or owned directly or indirectly by the county commissioner, official or employee. Remote interest as used herein means the interest of (1) a volunteer director, officer, or employee of a nonprofit corporation; (2) a holder of less than 5 percent of the legal or beneficial ownership of the total shares of a business; (3) any person in a representative capacity, such as a receiver, trustee, or administrator. Family as used herein means the spouse, parents, children, and siblings, related by blood, marriage, or adoption, of a county official or employee.

2.12. AUDITS AND INSPECTIONS.

At any time during normal business hours and as often as the County may deem necessary, the Vendor and its subcontractors shall make available to the County and/or representatives of the County, examination all of its records with respect to all matters covered by this Contract. It shall also permit the County and/or representatives of the County to audit, inspect, examine and make copies, excerpts or transcripts from such records of personnel, conditions of employment and other data relating to all matters covered by this Contract. All documents to be audited shall be available for inspection at all reasonable times in the main offices of the County or at the offices of the Vendor as requested by the County.

2.13. INDEPENDENT CONTRACTOR.

Vendor hereby covenants and declares that it is an independent business and agrees to perform the Work as an independent contractor and not as the agent or employee of the County. The Vendor agrees to be solely responsible for its own matters relating to the time and place the services are performed; the instrumentalities, tools, supplies, and/or materials necessary to complete the Work; hiring of consultants, agents, or employees to complete the Work; and the payment of employees, including compliance with Social Security, withholding, and all other regulations governing such matters. The Vendor agrees to be solely responsible for its own acts and those of its subordinates and subcontractors during the life of this Agreement.

2.14. NOTICES.

All notices shall be in writing and any notices, demands, and other papers or documents to be delivered to Effingham County, Georgia, under this Contract shall be delivered in person or transmitted by certified mail, postage prepaid to 804 South Laurel Street, Springfield, Georgia 31329, or at any such other place as may be subsequently designated by written notice to the Contractor.

All written notices, demands, and other papers or documents to be delivered to the Vendor under this Contract shall be transmitted by certified mail, postage prepaid, to Foresite Group, LLC and 3740 Davinci Ct, Suite 100, Peachtree Corners, GA 30092. It shall be Vendor’s responsibility to inform the County of any change to this contact address.

2.15. COMPLIANCE WITH LAWS.

The Vendor shall comply with all applicable Federal, State, and local laws, ordinances, rules, and regulations relating to the work, including by not limited to Effingham County building code and permitting requirements and other local requirements as applicable.

2.16. ASSIGNABILITY.

The Vendor shall not assign or transfer any of its rights, obligations, benefits, liabilities, or other interest under this Contract without written consent of the County.

2.17. GOVERNING LAW.

This Contract shall be governed by the laws of Georgia, with venue in Effingham County.

3. COMPENSATION, FINANCIAL ADMIN AND GUARANTEES

3.1. COMPENSATION FOR CONTRACTOR SERVICES.

The County shall pay the Contractor for his services as detailed in the proposal submitted by the Vendor:

These rates and fees shall remain in effect until the end of the project, without exception.

All invoices shall contain the following:

Date services performed

Detailed account of services performed

Location of services performed

Name of employee providing said services

Name of County employee requesting said services

No work shall take place without advanced written approval of the County's Purchasing Department. If the Vendor commences any work prior to receiving written approval, he does so at his own risk.

No work outside the scope of work contained in the RFP will be performed without the advanced written approval of the County's Board of Commissioners.

Advance payments prior to any work shall not be granted unless specified in writing.

Progress payments or draw shall not be granted unless specified in writing.

Notwithstanding any other payment provisions of this contract, failure of the Vendor to submit required reports when due or failure to perform or deliver required work, supplies, or services, may result in the withholding of payment under this contract unless such failure arises out of causes beyond the control, and without the fault or negligence of the Vendor. The County will immediately notify the Vendor of its intention to withhold payment of any invoice or voucher submitted.

3.2. PAYMENT OF TAXES AND FEES.

The Vendor shall pay the cost of any taxes, permits, fees, or licenses required to complete and satisfy the requirements of this Contract.

3.3. QUANTITIES GUARANTEED.

The Vendor represents, understands and agrees that this is an "ON CALL" / "LUMP SUM" contract, to guarantee pricing for services contained herein.

4. INSURANCE REQUIREMENTS

4.1. INSURANCE PROVISIONS:

Vendor shall be required to procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Vendor, its agents, representatives, employees or subcontractors. Contract work will not proceed unless Effingham County has in their possession, a current Certificate of Insurance. Effingham County invokes the defense of sovereign immunity. The County is not to be included as an additional insured on insurance contracts.

General Information that shall appear on a Certificate of Insurance:

1. Name of Producer (contractor's insurance Broker/Agent).
2. Companies affording coverage (there may be several).
3. Name and address of the Insured (this should be the Company or Parent of the firm Effingham County is contracting with).
4. A Summary of all current insurance for the insured (includes effective dates of coverage).
5. A brief description of the operations to be performed, the specific job to be performed, or contract number.
6. Certificate Holder (This is to always include Effingham County).

Limits of Insurance:

Effective coverage shall have the following limits:

- A. Commercial General Liability of \$1,000,000 (one million dollars) per occurrence and \$2,000,000 (two million dollars) aggregate for bodily and personal injury, sickness, disease or death, injury to or destruction of property, including loss of use resulting there from. Excess or umbrella liability coverage shall be required for contracts pertaining to road construction or repairs, automotive or motor vehicle repairs, or for contracts over \$1,000,000.00.
- B. Commercial Automobile Liability (owned, non-owned, hired) of \$1,000,000 (one million dollars) per occurrence for bodily and personal injury, sickness, disease or death, injury to or destruction of property, including loss of use resulting therefrom.
- C. Workers' Compensation limits as required by the State of Georgia and Employers Liability limits of \$1,000,000 (one million dollars) per accident or disease.

Special Requirements:

- A. **Claims-Made Coverage:** The limits of liability shall remain the same as the occurrence basis, however, the Retroactive date shall be prior to or coincident with the date of any contract, and the Certificate of Insurance shall state the retroactive date and the coverage is claims-made.
- B. **Extended Reporting Periods:** The contractor shall provide the County with a notice of the election to

initiate any Supplemental Extended Reporting Period and the reason(s) for invoking this option.

Reporting Provisions: Any failure to comply with reporting provisions of the policies shall not affect coverage.

C. Cancellation/Non-Renewal Notification: Each insurance policy shall be endorsed to state that it shall not be suspended, voided, or canceled, except after thirty (30) days prior to written notice by certified mail, return receipt, has been given to the County.

D. Proof of Insurance: Effingham County shall be furnished with certificates of insurance and original endorsements affecting coverage required by this invitation. The certificates and endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All certificates of insurance are to be submitted prior to, and approved by, the County before services are rendered. The CONTRACTOR must ensure Certificates of Insurance are updated for the entire term of the Contract.

F. Insurer Acceptability: Insurance is to be placed with an insurer having an A.M. Best's rating of A and a five (5) year average financial rating of not less than V. If an insurer does not qualify for averaging on a five year basis, the current total Best's rating will be used to evaluate insurer acceptability.

G. Lapse in Coverage: A lapse in coverage shall constitute grounds for contract termination by Effingham County Board of Commissioners.

H. Deductible and Self-Insured Retention: Any deductibles or self-insured retention must be declared to, and approved by, the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retention as related to the County, its officials, officers, employees, and volunteers; or the Contractor shall procure a bond guaranteeing payment of related suits, losses, claims and related investigation, claim administration and defense expenses

Additional Coverage for Engineering, Architectural and Surveying Services:

Professional Liability: Insure errors or omission on behalf of architects, engineers, attorneys, medical professionals, and consultants. Minimum Limits: \$1,000,000 per claim/occurrence. Coverage Requirement: If "claims made," retroactive date must precede or coincide with the contract effective date or the date of the Notice to Proceed. The professional must state if "tail" coverage has been purchased and the duration of the coverage.

5. WAIVERS AND EXCEPTIONS

No failure by County to enforce any right or power granted under this Contract, or to insist upon strict compliance by Contractor with this Contract, and no custom or practice of County at variance with the terms and conditions of this Contract shall constitute a general waiver of any future breach or default or affect the County's right to demand exact and strict compliance by Contractor with the terms and conditions of this Contract.

6. GENERAL PROVISIONS

This Contract supersedes any and all agreements, both oral and written, between the parties with respect to the rendering of services by Contractor for County and contains all of the covenants and agreements between the parties with respect to the rendering of these services in any matter whatsoever. Each party acknowledges that no representations, inducements, promises, or agreements, written or oral, have been made by either party, or by anyone acting on behalf of either party, that are not embodied in this Contract. Any modification of this Contract will be effective only if set forth in writing and signed by the party to be charged.

Vendor warrants that it will not, in the performance of this Contract, illegally discriminate on the basis of race, color, sex, or national origin.

This Contract will be governed by and construed in accordance with the laws of the State of Georgia. If any provision in this Contract is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will continue in full force and effect without being impaired or invalidated in any way.

If Vendor dies or is dissolved prior to the completion of this Contract, any moneys that may be due to Vendor from County for services rendered prior to the date of death or dissolution shall be paid to Contractor's executors, administrators, heirs, personal representative, successors, or assigns.

7. AUTHORITY TO EXECUTE AND ENTER AGREEMENT

By his, her, or their signature(s) below, the person or persons signing on behalf of Vendor warrant that (1) they are authorized to sign on behalf of Vendor; (2) that to the extent Vendor; is an entity rather than an individual, the entity is currently in existence and is validly registered with appropriate government officials; and (3) that the individual and entity contracting herein are in compliance with all Georgia requirements related to federal and state immigration laws and the use of E-Verify and shall remain in compliance during the term of this Contract.

IN WITNESS WHEREOF, the parties hereto acting through their duly authorized agents have caused this Contract to be signed, sealed and delivered.

This ____ day of _____, 20__.

Foresite Group, LLC

_____	_____
Signature	Title

_____	_____
Witness - Signature	Witness - Title

**BOARD OF COMMISSIONERS OF
EFFINGHAM COUNTY, GEORGIA**

WESLEY CORBITT, CHAIRMAN

23-RFP-042

COMISSION APPROVAL DATE: _____

SAFE STREETS AND ROADS FOR ALL ACTION PLAN 23-RFP-042

EFFINGHAM COUNTY | 10.30.23



FORESITE
group

Foresite Group, LLC
3740 Davinci Ct, Suite 100
Peachtree Corners, GA 30092
o | 770.368.1399
w | [ForesiteGroup.net](https://www.ForesiteGroup.net)
POINT OF CONTACT: Erik Steavens
esteavens@fg-inc.com

TECHNICAL PROPOSAL

1	PROJECT PLAN / APPROACH.....
2	EXCEPTIONS.....

The following provides our detailed technical approach Effingham County's RFP, dated September 26, 2023, including key issues, solutions, and assumptions.

TASK 1 - PROJECT MANAGEMENT

Foresite will provide overall management and coordination of the project. Foresite's Project Manager, Erik Steavens, successfully managed many planning efforts across the country. Mr. Steavens will be responsible for management of the scope, schedule and budget of this project and will be the primary point of contact with Effingham County's project manager.

Mr. Steavens and the Foresite Team recognizes that moving to implementation as early as possible is a goal of this project and will continue to look for efficiencies to accomplish this goal while not compromising the quality of the work.

Meetings/Coordination: The Foresite Team will provide full support to all the Stakeholders Committee, town-hall meetings, webinars, and focus group discussions. This includes meeting scheduling, preparation of agendas, meeting materials, facilitation, and meeting summaries.

Mr. Steavens will provide biweekly progress emails to Effingham County's Project Manager. Foresite, however, will not wait to notify Effingham County's Project Manager of issues. Effingham County will be alerted at once and Foresite will determine potential solutions and recommendations. Foresite and its team members will be available to meet with the Effingham County Project Manager to discuss issues or prepare for Stakeholders Committee meetings and other meetings. Furthermore, there is a once-a-month meeting with the Foresite Team and the County to work through draft technical memorandums.

Invoicing: Foresite will prepare monthly invoices accompanied by a written progress report that identifies work performed, upcoming work and deliverables, as well as any issues or potential issues that could affect the project scope, schedule, or budget.

Communication: Communication is the key to the successful completion of any project. It is particularly important when working as part of a multi-discipline team with subconsultants, and we recognize that any slip in our schedule could impact and delay the entire project delivery process. Keeping our staff and the Effingham County informed on a regular basis is critical to maintaining schedule, budget, and quality. Foresite's Project Manager will discuss the means for communication with the Effingham County and each of the reviewing agencies including key county stakeholders and set the protocol for this project. Action items will be documented and tracked, identifying task, person responsible to complete and date of completion for each action item to meet project objectives on schedule.

TASK 2 – SAFETY DATA ANALYSIS

The Foresite team regularly weaves the fundamental 4E's perspective of highway safety (Engineering, Education, Enforcement, and Emergency medical services), as well as a fifth E for Equity, into a safe systems approach. By blending these foundational tools into a system of strategies, we have been able to assess the efficacy of safety enhancements more holistically both in terms of costs, but also more importantly in terms of lives saved. For this engagement, our approach to safety analysis will be rooted in a four-step process: data collection, data validation, high-injury network identification, and data visualization.

DATA COLLECTION

Effective safety planning requires a diverse set of information far beyond crash records, be it MIRE design features / roadway geometrics, safe routes to school and other active transportation networks, surrounding land use (e.g., local alcohol establishments), and disadvantaged community identifiers, to name a few. Having worked with various counties, MPOs, and DOTs; we have further found it prudent at times to include third-party data. For instance, High Street's subscription to Replica has allowed us to conduct comprehensive origin-destination assessments to better understand the profile of roadway users. Combining solutions like Replica with Climate and Economic Justice Screening Tool (CEJST) data is particularly helpful for identifying VRU routes. Our staff have also leveraged open-source data such as Strava Metro Area and RedFin's Walkscore.com data to capture walking/bicycling behaviors and better understand non-motorized crash risks.

Beyond joining in-house and third-party data, the Foresite team's local engineers stand ready to conduct roadway safety audits, apply innovative computer visioning to analyze field video logs, and collect subjective evaluations from stakeholders to ground truth our analysis.

DATA VALIDATION

After meticulous data collection, we conduct an in-depth exploratory data assessment, which includes quality checks, identification of data types, validation for null values, detection of outliers and inconsistencies, exploration of variable relationships, and evaluation of overall data quality and completeness.

Combining data layers often yields more value than the sum of its parts. As a simple example, crash counts and roadside design features are typically separate datasets; combining the two can yield important insights such as, the expected number of future fatal and serious injury crashes on a horizontal curve given its radius and outside shoulder width. To realize this value and build out a comprehensive library of safety data, our team has learned to employ the following guiding principles:

1. **Add value.** Through transformations, cleaning or filling erroneous or missing data, combination with other data

sources, or simply creating descriptive field aliases, we always aim to improve the usability and value of the datasets we process and publish.

- 2. Standardize.** Whether through conflating data to common, canonical linework (e.g., a statewide Linear Referencing System (LRS) used by multiple agencies), or reprocessing data to exist at the same spatial or temporal “grain” as other datasets, we prepare datasets to be easily and logically combined with other library datasets.
- 3. Plan for sustainability.** We assume the data layers we produce will be updated over time. We plan for this from the outset, writing scripts, applications, and documentation that will enable a successful transition to the long-term data steward to update and maintain these layers over time.
- 4. Publish with professionalism.** High Street’s 12-step Publication Ready checklist for public facing GIS feature layers ensures that all published data layers are ready for public consumption, with complete metadata, attribution, and useful default symbolization.

High Street is an ESRI business partner and has extensive experience working with the full gambit of Esri software and infrastructure product offerings, including ArcGIS Server/Portal, ArcGIS Online, ArcGIS Pro, Experience Builder, Operations Dashboards, and Esri’s Roads and Highways LRS.

We will apply our proven approach, collaborating with project staff to identify target data layers, methods for adding value, and the publication destination. Except where limited by privacy concerns, our proposal would be to publish all data layers to a publicly accessible data portal to enable use by all stakeholders. Visually reviewing the data can further help validate that the collected data is fully telling the story given our and stakeholders’ understanding of local context.

HIGH-INJURY NETWORK (HIN) IDENTIFICATION

Identifying high risk areas is a pivotal aspect of our safety analysis and a strong column in SS4A grant funding. We utilize a dual approach, encompassing both location-specific and systemic analyses, to identify areas warranting further evaluation and potential safety treatments. Our holistic approach recognizes the importance of addressing evidence-based crash hot spots while also proactively modernizing high-risk roadways, even before a significant number of crashes occur. We then compare this high-injury network to disadvantaged and vulnerable road users to find our most important types of corridors, intersections, and locations.

LOCATION-SPECIFIC ANALYSIS

To pinpoint high fatal and serious injury crash locations, we segment data into 1-mile roadways and intersections and calculate five-year rolling average counts and crash rates. Our methodology extends to calculating Excess Expected Crashes and Level of Service of Safety (LOSS) through the use of Safety Performance Functions (SPFs) and the Empirical Bayes (EB) Method. This comprehensive approach allows us to identify concentrations of fatal and serious injuries that

exceed expected norms, providing a flexible framework for effective intervention, whether infrastructural, behavioral, or operational.

SYSTEMIC-BASED ANALYSIS

Harnessing the power of machine learning algorithms and empirical analysis, our team delves into data patterns and trends to find the contributing circumstances related to crashes. We employ techniques such as Pearson correlation plots and tables, ensemble decision tree models, and traditional negative binomial regression models to identify statistically significant contributing factors behind high-severity, low-frequency crash locations. Identifying independent variables that correlate to crash risk, such as driver condition/behavior, non-motorist presence, environmental factors, roadway characteristics, crash sequence, injured person characteristics, and vehicle crash factors such as speeding. This systemic analysis provides an epidemiological framework to treat traffic incidents as a public health issue where we aim to identify underlying causes and predict future risk of incidents, much like an epidemiologist would identify causes and risks of a disease. This enables us to propose interventions that are both responsive and proactive, addressing the root causes rather than just the symptoms.

DATA VISUALIZATION

Finally, our commitment to clarity and accessibility leads us to translate data analyses into engaging and understandable graphics, utilizing interactive, dynamic, and static infographic visualizations. High Street’s comprehensive approach ensures actionable insights and effective safety solutions tailored to the unique needs of each project. We stand ready to prepare automated spatial tools and dashboards to visualize crash hot spots, communicate summary statistics by region and member agencies, filter crash types by emphasis area and location, collect project submittals, and prioritize them, among other policy features identified with your staff. We will also use our experience leading the FHWA Data Visualization Center for the last decade to prepare infographics and other collateral for leadership around key safety messaging and talking points.

TASK 3 – COMMUNITY ENGAGEMENT

ENGAGEMENT PLAN

The purpose of an engagement plan is to serve as a road map for community and stakeholder engagement and communications in support of the SS4A planning process.

Below is a short list of components that the Foresite Team has identified for the SS4A engagement plan:

- Engagement objectives
- Target audience(s)
- Outreach strategies
- Engagement phasing and scheduling

Detailed recommendations related to each item are provided below.

1. Objectives

The objectives for the engagement plan set the tone for stakeholder engagement and help determine which outreach strategies are appropriate for inclusion in the plan. For the SS4A some might include:

- Identify community-based organizations (CBOs) and others with a stake in the development of the plan and consider establishing a formal partnership with one or more CBO(s) to support the engagement process.
- Identify outreach techniques for engaging community groups and the broader public.
- Ensure all stakeholders have open access to and input into the decision-making process and have timely information about the project as it moves forward.
- Provide reasonable public access to technical and other information about the project.
- Ensure the concerns, issues, and preferences of stakeholders are understood and reflected in the final plan document.

2. Target Audience

Engagement will be tailored to include the wide range of SS4A internal and external stakeholders. Each target audience has a unique constellation of needs regarding how, where, when, and with whom engagement will be conducted. Furthermore, each target audience has its own unique familiarity with different facets of plan content (e.g., engineering knowledge, political knowledge and concerns, personal experience with safety issues). Audiences should be engaged in an order that best leverages and builds upon available information and solicits feedback that supports the next phase of engagement or plan development.

3. Outreach Strategies

Foresite has used several strategies to get critical input from constituents. Foresite will work with County staff on the details of our proposed plan. Approaches for engagement could include:

- Establishing a Stakeholders Committee. This group has been referred to in the approach but will have a mix of technical staff, political and appointed staff, interest groups, and the public.
- Partnering with community-based organizations (CBOs) and neighborhood or district groups to receive input and feedback via small group meetings. CBOs can serve as trusted liaisons between city/county staff and consultants to the public who create a comfortable and familiar small-group context in which community members feel comfortable asking questions and sharing feedback. They are also great at helping to identify and address equity issues.
- Community workshops and public forums. Large workshops and forums (virtual or in-person) provide opportunities to share information with the public, get the word out about draft plans, and advertise upcoming engagement

opportunities. In-person workshops provide opportunities to gather nuanced insights from the public via hands-on idea-generating activities (e.g., mapping and sketching).

Item XII. 6.

- Online outreach via a project website and surveys. This medium provides the opportunity to engage individuals who cannot attend in-person or timed events. It is important to be aware of language barriers (i.e., provide the website in commonly spoken languages) and acknowledge who cannot access this medium based on digital divides in the community.

TASK 4 – IDENTIFICATION AND ANALYSIS OF UNDERSERVED COMMUNITIES

The SS4A plan will be developed using inclusive and representative processes to pursue a comprehensive approach to advancing equity for all, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, Indigenous, and Native Americans, Asian Americans and Pacific Islanders, and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. The plan will further focus on the disproportionate, adverse safety impacts that affect certain groups on our roadways, particularly people walking and biking in underserved communities. Underserved communities are identified through data and available regional Environmental Justice Analysis, and in collaboration with community partners.

EQUITY CONSIDERATIONS

Equity considerations are integral to our safety analysis. We leverage resources like the Justice40 dataset and Replica data to cross-reference findings with crash data, shedding light on the connections between transportation safety and socio-economic factors. This insight informs the integration of equity into location and facility prioritization. We'll take origin-destination data and determine if our most disadvantaged users are passing through our identified high-injury network.

FOCUSING ON VULNERABLE ROAD USERS

Our analysis will include quantitative analysis of VRU fatalities and serious injuries that includes data such as location, roadway functional classification, design speed, speed limit, and time of day. To identify the percentage of VRU's killed or seriously injured we will take a multi-pronged approach:

- Align with upcoming VRU submittals by reviewing the safety assessments due to FHWA in November that considers the demographics of the locations of fatalities and serious injuries, including race, ethnicity, income, and age.
- Track trips originating from disadvantaged locations. We will leverage census resources like the Equitable Transportation Community Explorer (ETCE) to blend with origin-destination (OD) data by cross-reference findings with crash data, shedding light on the connections between transportation safety and socio-economic factors. This insight informs the integration of equity into location and facility prioritization.

By combining routing engines like the Open Streets Routing Machine (OSRM) with OD information (from the regional travel demand model, tools like Replica) to traffic analysis zones, the number of trips using a facility can be estimated without running a time-intensive select-link analysis with the TDM.

- Engage with stakeholders to leverage their local knowledge of locations with higher VRU and crash density on the HIN.

TASK 5 – ASSESSMENT OF CURRENT POLICIES, GUIDELINES, AND STANDARDS

Having a clear vision is important when beginning to develop the plan. A vision is a description of the desired outcome of the RCSA. This may be simple, such as, “to improve road safety within our jurisdiction in order to significantly reduce the number of people being killed and seriously injured.”

GOALS ARE SET TO ACHIEVE A MISSION AND VISION.

Goals should be linked to the mission statement and should be realistic. For example, “saving lives and preventing serious injuries over the next decade on our local county roads” is concise and easily understood. It creates the need to move forward because it prompts action.

The Foresite Team will work with the County and the Stakeholder Committee to ensure regional and local goals that lead to action are thoughtfully developed.

PROPOSE ORDINANCES AND POLICIES

One potential outcome to assist in implementing emphasis areas may be changes in current practices. This may necessitate changes to the laws and regulations in the County. Local ordinances and local government policies addressing local road safety may help support efforts to meet the goals and objectives of the SS4A and increase public awareness of driver behavior issues.

Formalizing policies can also help to improve and institutionalize safety. For example, a locality can develop policies related to maintenance of signs and pavement markings, provision of pedestrian features, transverse rumble strips, or vegetation removal. These policies can also serve as proactive risk management tools if they improve and institutionalize safety, by showing a measured approach towards improving safety.

If these types of changes are deemed necessary by the County and Stakeholder Committee, the Foresite team will assist drafting such items for the County member jurisdictions.

TASK 6 – IDENTIFICATION AND PRIORITIZATION OF PROJECTS AND STRATEGIES

The true challenge in transportation safety lies not just in gathering abundant data but in transforming that information into meaningful, targeted actions. Task 6 is designed to synthesize analytical findings, community sentiments, and expert opinions to pinpoint emphasis areas that are both data-validated and community-endorsed. This nuanced approach allows us to leverage available resources efficiently, while laying the groundwork for securing additional funds.

UTILIZATION OF ADVANCED DATA LAYERS AND PREVIOUS EXPERIENCE

Leveraging the multi-layered safety database developed in Task 2, we will use our High-Injury Network to identify emphasis areas that are important to the region. Diving into community meetings, stakeholder engagement, and planning documents to identify areas of most concern that match our high-risk network. We will also integrate the lessons learned from our implementation of the Strategic Highway Safety Plan (SHSP) in Kansas. For instance, rural intersections with poor lighting can be overlooked but may have a higher rate of nighttime crashes. We will apply similar insights to identify often overlooked but crucial emphasis areas. Our team of data scientists and GIS professionals will be able to quickly flag and explore potential causes and risk factors associated with different crash types.

DEEP-DIVE COMMUNITY ENGAGEMENT AND STAKEHOLDER MEETINGS

To augment our data-driven approach, we plan to hold a series of town-hall meetings, webinars, and focus group discussions. Unlike general community sessions, these will be thematic based on information from the systemic analysis, e.g., “Pedestrian Safety in School Zones,” to obtain specific and actionable community insights. For example, we found that involving local schools in discussions about pedestrian safety resulted in more targeted and effective solutions.

VULNERABLE ROAD USERS SUB-COMMITTEE

We propose a special sub-committee to deal exclusively with the safety of vulnerable road users. This sub-committee will utilize the portion of the data analysis that used Justice40 and Replica data to combine them with field studies and stakeholder interviews. The aim will be to create an effective method to categorize a vulnerable user emphasis area.

REVIEW OF PLANNING DOCUMENTS AND SPEED MANAGEMENT

After identifying a preliminary list of emphasis areas, we will consult existing planning documents, such as the Strategic Highway Safety Plan, County Traffic Study Plans, and historical complaints databases for validation.

Using the machine learning algorithms refined in Task 2 systemic analysis, we will dig deep into broader issues like speed management to identify a speed related emphasis area. Speeding crashes involve exceeding safe speed for conditions, failing to reduce speed to avoid a crash or operating a vehicle in an erratic, reckless, careless, negligent, or aggressive manner. Speeding often results in greater potential of losing control of the vehicle, less time for driver response for crash avoidance, and the need for increased stopping distance and increased crash severity.

PRESENTATION TO COUNTY STAFF AND FINAL DELIVERABLES

We will compile a detailed final report that incorporates all aspects mentioned above. Our experiences have taught us the importance of engaging with County staff early and often. Hence, this report will be presented in a workshop setting to

the County staff, allowing for real-time feedback and iterative revisions. All allowing us to employ a data-driven yet deeply human-centered approach to identify and prioritize emphasis areas.

TASK 7 – IDENTIFY STRATEGIES TO ADDRESS EMPHASIS AREAS

The Foresite team will facilitate the working group to identify the key emphasis areas for the SS4A plan. An emphasis area is an area of opportunity to improve safety through a comprehensive 4 E -approach(engineering, enforcement, education, and emergency services).

The emphasis areas will be consistent with trends identified during the data analysis. The development of emphasis areas should have a robust public engagement process so that citizens have the chance to identify areas of concern.

IDENTIFY EMPHASIS AREA OBJECTIVES AND PERFORMANCE MEASURES

Each emphasis area will help meet the plan's overall goal by establishing objectives and performance measures. Performance measures are short term outcomes that contribute to achieving the strategic plan. They provide milestones, indications of progress, and will be established within a specific, actionable time period. Performance measures may be set at specified time intervals measured over the life of the plan such as, "reducing roadway departure fatalities each year and an overall reduction of 10 percent within five years."

CATEGORIZE AND REVIEW

The SS4A will include strategies focused on addressing the emphasis areas that are confirmed by the working group. Strategies will be based on identifying, categorizing, and reviewing high priority corridors or intersections for improvement. These are locations where safety improvements are most needed to achieve the goals of the SS4A and can form the basis for system-wide improvement strategies. Strategy selection will also be based on effective and validated practices. Options will be provided by the Foresite Team to the County and working group for consideration and ultimate inclusion in the plan.

IDENTIFY PRIORITIES

The Foresite team will propose strategies for each key emphasis area. These will be prioritized by the working group by comparing the benefits and costs of implementation. This comparison will help the implementation phase by starting with the strategies that provide the highest benefit (e.g., reduction in crashes) for the least cost. However, costs and benefits are not the only considerations. Other considerations for prioritization will include the availability of manpower (e.g., does the County maintenance staff have time available to trim vegetation over the summer), the schedule for implementation (e.g., are there short-term strategies that can be implemented rather quickly), and the relative importance of each emphasis area. The working group will determine an agreed upon priority for the strategy with these considerations in mind.

TASK 8 – DEVELOP THE SS4A PLAN

DRAFT THE PLAN

At this point the working group has developed and prioritized the issues, needs, and strategies to address the safety concerns in the County and at the local level. The Foresite Team will provide a through accounting of this process using the following as out report outline.

INTRODUCTION

PURPOSE

MISSION AND VISION STATEMENTS

FINDINGS FROM CRASH ANALYSIS

EMPHASIS AREAS

- Objectives
- Performance Measures
- Strategies
- Action Plans

The goal of the written report will be to make the case for safety improvements in the County but at the local level as well. This document will be the basis for engaging state and federal agencies funding to implement the plan.



Foresite Group has no exceptions or changes to the County's proposal at this time.

SAFE STREETS AND ROADS FOR ALL ACTION PLAN 23-RFP-042

EFFINGHAM COUNTY | 10.30.23



FORESITE
group

Foresite Group, LLC
3740 Davinci Ct, Suite 100
Peachtree Corners, GA 30092
o | 770.368.1399
w | ForesiteGroup.net

POINT OF CONTACT: Erik Steavens
esteavens@fg-inc

STATEMENT OF QUALIFICATIONS

1	LETTER OF COMMITMENT
2	PROJECT APPROACH
3	QUALIFICATIONS / RELEVANT EXPERIENCE
4	KEY STAFF



3740 Davinci Ct, Suite 100
Peachtree Corners, GA 30092
o | 770.368.1399
f | 770.368.1944
w | ForesiteGroup.net

October 30, 2023

Alison, Bruton Purchasing Agent
804 S Laurel St
Springfield, GA 31329

RE: 23-RFP-042 Effingham County, Safe Streets and Roads for All Action Plan

Dear Ms. Bruton and Selection Committee,

We appreciate the opportunity to submit our qualifications for the Effingham County SS4A plan. We are a unique firm that possesses a proper mix of practitioners, planners, and engineers that can guide a truly innovative effort as this. Our goal is to assist the County develop an implementation-based plan that can solicit funding from state and federal partners for its execution.

Foresite Group (Foresite) is a Georgia-based multi-discipline planning, engineering, design, and consulting firm that provides MEP engineering, civil engineering, landscape architecture, structural engineering, traffic engineering, broadband engineering, and wireless services all in-house. Having all these engineering and design disciplines in one place allows for less coordination between consultants and eases the project management process. Our divisions work together on these projects enabling us to come up with creative designs and solutions to satisfy your needs so that each project is successful.

We have also included in the proposal High Street Consulting Group. High Street is a small firm of experienced professionals who help their clients plan, develop, deliver, and evaluate transportation projects, policies, and programs. High Street has a wealth of experience in safety data visualization and plan development for many agencies large and small. They have tremendous expertise and have worked with several State DOT in the development of Statewide Safety Plans.

Effingham County is undertaking a truly unique effort to provide a regional overview while addressing the unique safety challenges of each of its communities. As part of the study effort, we will ensure that the key areas the County wants to accomplish are executed in a manner that will allow it to successfully compete for future SS4A implementation funds.

DATA IS THE KEY.

The Foresite Team will ensure that the appropriate mix of data sources and data assessment tools are used to ensure that all safety concerns in the region are addressed. The Georgia SHSP is a great starting point for the RSAP. GDOT has a great wealth of data on many of the roadways in the region. We will leverage the GIS data that the County has collected and use it in the development of the RSAP. In addition, there are several analysis resources available that the Foresite Team will leverage at the national level from FHWA, TRB, and the Governors Highway Safety Office to name a few.

ROBUST PUBLIC ENGAGEMENT.

The Foresite Team as used several strategies to get critical input from constituents. Our team will work with the County staff on the details of our proposed plan. Approaches for engagement could include:

- Establishing a Working Group.
- Partnering with community-based organizations (CBOs) and neighborhood or district groups
- Community workshops and public forums.
- Online outreach via a project website and surveys .
- Tabling activities near key community services and gathering spaces.

ADDRESSING EQUITY.

The RSAP will be developed using inclusive and representative processes to pursue a comprehensive approach to advancing equity for all, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, Indigenous, and Native Americans, Asian Americans and Pacific Islanders, and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. The RSAP will further focus on the disproportionate, adverse safety impacts that affect certain groups on our roadways, particularly people walking and biking in underserved communities. Underserved communities are identified through data and available regional Environmental Justice Analysis, and in collaboration with community partners.

MAKING AN ACTIONABLE PLAN.

Our proposed project manager, Erik Steavens, has over 30 years working at local, state, and federal transportation agencies. Mr. Steavens was previously the Rail Division Director for TxDOT and knows a great deal about the unique issues in Rosenberg with the confluence of several class one railroads in your community. In his career, he has developed discretionary funding programs at the national level and understands how agencies “fund” projects. He will be guiding the working group’s effort with a focus on projects that are practical and effective at solving the safety problems at hand. Our engagement manager, Doug Stoner, is well known in the County and the region having served in the Georgia Legislature. He is well attuned to issues and making sure there can be a political “win” for projects and strategies. Our team collectively will ensure that projects are not just technically but politically viable at the local level and with potential funding agencies. We have worked on bringing over \$100M in discretionary projects to local jurisdictions using this approach. Furthermore, we have a strong team of safety professionals from High Street Consulting in Mark Egge, Kevin Ford, and Rebecca Van Dyke. This team is currently working on a few SS4A plans now across the county.

Our firm and our staff have worked with several communities on practical and innovative safety programs and projects. We are committing in that the team in our proposal will be the team that delivers the project to completion. There is a commitment from both firms that the personnel will be dedicated to delivering an actionable SS4A plan for Effingham County. Furthermore, shall remain in effect and will not be withdrawn for 90 days from the due date of this RFP of October 30, 2023.

We hope to have the opportunity to assist the County and its member jurisdictions make informed decisions on addressing safety for now and the future.

Thanks, and regards,
FORESITE GROUP, LLC



Erik Steavens
 Program Manager

The SS4A plan is a means for providing Effingham County with an opportunity to address unique roadway safety needs while contributing to the success of the Georgia Strategic Highway Safety Plan and statewide safety goals. The process of preparing the plan creates a framework to systemically identify and analyze safety problems and recommend safety improvements. Preparing the plan facilitates the development of local agency partnerships and collaboration, resulting in a prioritized list of improvements and actions that can demonstrate a defined need and contribute to the statewide plan. The plan will offer a proactive approach to addressing safety needs and demonstrates Effingham County's responsiveness to safety challenges.

This will be the first comprehensive safety plan for Effingham County. This plan builds on the County's prior roadway safety efforts and will serve as a resource for the County when it applies for future safety infrastructure funding.

WHAT IS THE SS4A APPROACH?

The SS4A plan utilizes the Safe System approach which aims to eliminate fatal and serious injuries for all road users by keeping impacts on the human body at tolerable levels and accommodating human mistakes. Embedded in this approach is a Vision Zero goal, with the creation of a Safe System as the method to achieve that goal. Making a commitment to zero deaths means addressing every aspect of crash risks through the five elements of the Safe System and promoting a holistic approach to safety across the entire roadway system.

Creating a Safe System means shifting a major share of the responsibility from road users to those who design the road transport system. "Individual road users have the responsibility to abide by laws and regulations"⁶ and do so by exhibiting due care and proper behavior on the transportation system. While road users are responsible for their own behavior, this is a shared responsibility with those who design, operate, and maintain the transportation network: including the automotive industry, law enforcement, elected officials, and government bodies. In a Safe System, roadway system designers and operators take on the highest level of ethical responsibility.

The Safe System approach addresses the five elements of a safe transportation system – safe road users, safe vehicles, safe speeds, safe roads, and post-crash care – in an integrated manner, through a wide range of interventions.





Foresite Group, LLC is a privately-held, full-service engineering, planning, and design firm. Since January 24, 2003, we have provided comprehensive consulting services to public and private clients throughout the country. Our team takes pride in its accomplishments; we enjoy enhancing and developing the cities and communities where we live, work, and raise our families. Regardless of size, we plan, design, and engineer our projects to positively impact their surroundings and strengthen their communities. With over 155 associates in 18 offices, our experienced, award-winning team understands the complexities of each individual site and is dedicated to providing efficient, effective, and economical solutions.

Our success is driven by our prioritization of our client relationships. We strive to understand our clients' challenges and the maintenance resources they have available to factor into our design approach. Our goal is to understand our clients' goals and priorities and communicate what is most important for the client to our team.

For infrastructure and public works projects, we focus on designing and planning assets that are easy to maintain and have longevity. Our design is also oriented around sustainability, functionality, and efficiency.

Our approach to projects begins by outlining our client's project needs, timeframe, and budget available. From there, we provide concepts with approximate budgets, schedules, benefits, and risks to help the client determine which direction should be taken to best achieve their goals. Along with the client's direction, we coordinate with surveyors, geotechnical engineers, and other design team members to assemble solid base information (as the accuracy of budgets and quality of decisions are only going to be as good as the base information), review the information, and develop the concept into a working design. With updates to budgets and schedules and another round of review with the client to confirm the design appears the best approach to meet their needs, we will proceed with development of construction drawings and specifications for the project to be competitively bid. Foresite Group typically works with clients to also aid during the bid process, conducting meetings to help communicate expectations and answer questions. Finally, Foresite Group remains a partner throughout the construction process to help interpret construction drawings. They will work with the owner to make sure that the contractor or third party is conducting proper testing, close-outs, and provision of as-builts and records needed for operation/main.

We have the capability to handle the majority of your planning and design service needs in-house, which gives us a unique perspective on project communication, design

collaboration, schedule management, and cost control. We understand the ins and outs of community projects, and we are committed to providing efficient and economical designs within your schedule and budget. Our multi-disciplinary, collaborative structure has guided our approach to providing comprehensive consulting services to both public and private clients nationwide.

Our team is experienced in using County provided GIS data and moving it into an AutoCAD environment. We also use MicroStation CAD software for projects that must be submitted to Georgia DOT. Our digital resources include: Revit (Building Information Modeling), 3D Studio Max, Sony Vegas Video, AutoCAD, Adobe Creative Cloud, TwinMotion, Bluebeam, and BaseCamp, ESRI GIS (ArcMap 10.3), and Windows Office. We will update our software to the current versions, as you see fit. We readily utilize these programs on our projects, which contributes added value and efficiency to the process.

TRAFFIC ENGINEERING

The experience of our engineers, planners, and designers span multiple modes of transportation. Whether by foot, car, or bike, we are experienced in connecting people to places. Planning and designing for community connectivity is key and understanding the ebb and flow of all types of traffic is essential. This is one reason why our traffic team includes traffic engineering and transportation planning professionals. We attack each problem from multiple angles and collaborate across disciplines to achieve truly sustainable results. Our clients enjoy working with us because our transportation solutions are known for their creativity, safety, and feasibility.

- Bike/Pedestrian Studies
- Corridor Studies
- Forecasting/Modeling
- Intersection Design
- ITS Design
- Legal Traffic Review
- Roundabout Analyses and Design
- Safety and Crash Analyses
- Sidewalk Design
- Signal Design
- Signal Timing and Implementation
- Signal Warrant Analyses
- Signing and Marking Plans
- Traffic Control Plans/MOT
- Traffic Impact Studies
- Traffic Simulation
- Transportation Planning

GEORGIA LOCATIONS

- Atlanta
- Cumming
- Roswell



High Street is a small firm of experienced professionals who help our clients plan, develop, deliver, and evaluate transportation projects, policies, and programs.

At High Street, foresight is the essence of our philosophy. We help transportation practitioners understand emerging issues, solve problems, and deliver the best possible future for their constituents. We provide insight and innovation that no other company can through our dedication to seven essential attributes.

Since our inception 16 years ago, High Street Consulting Group, LLC (High Street) has worked at the forefront of U.S. surface transportation policy to provide federal, state, and local government leaders with accurate, objective, and actionable analysis to inform investment decisions. Our experienced professionals take pride in offering a variety of transportation services with safety being the single thread that ties them together:

- Highway Safety Planning
- Performance-based Planning & Programming (PBPP)
- Data Science & Digital Innovation
- Data Visualization
- Clean, Equitable, Resilient Transportation
- Grant Writing
- Strategic Policy Guidance
- Transportation Performance Management (TPM)
- Long-Range Transportation Plans
- Organizational Improvement
- Transportation Asset Management (TAM) Planning
- Transportation Finance

OUR VISION: TO BE THE BEST STRATEGIC DECISION-MAKING TRANSPORTATION CONSULTING FIRM IN THE U.S.

The core values we strive for:

CREATIVITY: We are intellectually curious and apply that curiosity to deliver inventive and imaginative solutions to our clients

EXCELLENCE: We always deliver timely, high quality, thoughtful solutions

DEPENDABILITY: We reliably do what it takes to come through for our clients, our partners, and each other

COLLABORATION: We work as a cooperative team, both internally and externally, that leverages each other's strengths

DIVERSITY: We recognize the value that our diverse backgrounds and perspectives contribute to our products, client services, and company culture

GRIT: We have the passion, perseverance, and resourcefulness to ensure we always deliver our best, even when challenges arise

FLEXIBILITY: We readily adjust to changing project circumstances, respond to evolving client needs, and maintain balance with life outside of work.

AREAS OF EXPERTISE



Impact Analysis:

Safety needs, crash data & equity impacts



HSM 6 Steps:

Implementation & predictive safety tools



Performance:

Metrics, evaluation, tracking & reporting, hot spot identification



Strategic Planning:

Strategic safety plans & integration with long-range plans



Innovative Technology:

Data augmentation, predictive analytics, customizable applications



HSM 6 Steps:

Strategic messaging & material development including infographics

BIKE/PEDESTRIAN MASTER PLAN UPDATE | Forsyth County, GA

CLIENT CONTACT INFORMATION

Tim Allen, PE | Assistant Director of Traffic and Transportation Engineering
Forsyth County
o | 770.781.2165
e | tllallen@forsythco.com

DATES OF SERVICE

2015 - 2016

PROJECT BUDGET

\$35,000

PROJECT DESCRIPTION

Foresite Group was tasked with updating the Forsyth County Bicycle Transportation and Pedestrian Walkways 2025 Plan. In order to update the plan, Foresite Group took an extensive inventory of existing bicycle and pedestrian infrastructure, and reviewed every planned and on-going project in the county that had bicycle and pedestrian aspects. In addition to the existing projects, Foresite Group worked with a team of stakeholders and the County to identify new projects for the county to pursue. In order to identify new projects, Foresite Group utilized data obtained from STRAVA (a fitness app for smartphones) to identify where users were going and how they were getting to their destinations. The data revealed many project corridors that previous plans did not consider and helped to prioritize high-use corridors in desperate need of improvement. The 2015 update to the bicycle and pedestrian plan was published at the end of 2015.

SERVICES PROVIDED

Data Collection, GIS Analysis, Infrastructure, Master Plan Update, Policy and Project Inventory, Public Outreach and Involvement, Safety Analysis
Transportation Planning, Visioning

SULLIVAN ROAD OPERATIONAL AND SAFETY IMPROVEMENTS | Coweta County, GA

CLIENT CONTACT INFORMATION

Tom Fravel, PE | Principal Project Engineer
American Engineers, Inc.
o | 770.421.8422
e | tfravel@aei.cc

DATES OF SERVICE

2016

PROJECT BUDGET

\$14,500

PROJECT DESCRIPTION

Sullivan Road was a two-lane County road. The 2.05 mile project area begins at Lower Fayetteville Road and ends at the intersection with Oak Hill Boulevard. The existing width was 18 feet with short sections that have been widened to add deceleration lanes at subdivision entrances. Little to no usable shoulders existed and roadway drainage was conveyed via ditches. The purpose of this project was to widen the roadway to provide two 11ft minimum travel lanes and improve horizontal and vertical alignment to meet an increased mph design speed and remove roadside obstructions.

SERVICES PROVIDED

Traffic Counts, Traffic Forecasting, Synchro Modeling, Capacity/Roundabout, Analysis, Concept Report, Traffic Analysis Report, Signal Modification Plan

GDOT SAFE ROUTE TO SCHOOLS (SRTS) | Metro Atlanta, GA

CLIENT CONTACT INFORMATION

Alexander Stone, PE | VP, Atl. Office Director
TranSystems
o | 770.633.7644
e | arstone@transystems.com

DATES OF SERVICE

2014

PROJECT BUDGET

\$8,750 (FG SERVICES)

PROJECT DESCRIPTION

Foresite Group is partnered with Mulkey Engineering on this design-build safety project with Baldwin Paving Co. The Safe Routes to School (SRTS) program consists of making improvements in school zones to upgrade Manual on Uniform Traffic Control Devices (MUTCD) standards. This specific project includes improvements for eight schools across Metro Atlanta. Foresite Group is tasked with the design of all traffic engineering components of the project such as signing and marking plans, ADA compliant ramp locations, crosswalks, signals, etc.

SERVICES PROVIDED

Signing and Marking Plans, ADA Compliant Ramp Locations, Crosswalks Design, Signal Design

HIGH STREET RELEVANT PROJECT EXPERIENCE:

High Street's expertise in safety planning is exemplified by a diverse portfolio of projects, including developing and implementing State Highway Safety Plans (SHSPs) in states like South Carolina and Kansas, evaluating the cost-effectiveness of countermeasures like cable barriers for the Nebraska Department of Transportation's (NDOT) Business Intelligence/Data Analytics (LINC-D) initiative, leading historical before/after spatial crash analysis for the Texas Department of Transportation (TxDOT), and incorporating safety impact assessments into project prioritizations for transportation agencies spanning 25+ states.

High Street's experts also regularly contribute towards the advancement of the state of the safety planning practice by publishing insightful NCHRP projects, reports, and web only documents (WOD), including supporting Report 715 and WOD 323 on Highway Safety Manual (HSM) training materials and Project 23-07 on effective methods for setting safety targets. High Street further focuses on best practices for including equity in the full life cycle of project development as evident by our on-going effort NCHRP 08-155 on addressing racial disparities in project delivery; and disseminating visualization best practices via NCHRP project 08-167.

Representative Safety Planning & Policy Qualifications

COMPASS BOISE, IDAHO – SAFE STREETS FOR ALL ACTION PLAN | 2023 - PRESENT

Hunter Mulhall, Principal Planner | 208-475-2231 | hmulhall@compassidaho.org

High Street is strategically combining systemic and location-specific analyses to thoroughly assess and elevate transportation safety. We are identifying features that correlate with severe accidents across the regional network, which could range from inadequate pedestrian infrastructure to speeding-related driver behaviors. Simultaneously, our Location-Specific Analysis is deploying GIS-based tools to pinpoint areas of high incident concentration, providing actionable insights for improvement. Underpinning this effort is an interactive visualization tool that dynamically presents the High Injury Network (HIN) and other analysis results. This tool will serve as a catalyst for planning potential safety enhancements.

CAMPO RALEIGH, NC – REGIONAL MULTIMODAL (SS4A) SAFETY ACTION PLAN | 2023 - PRESENT

Tim Shortley, GIS Programmer/Analyst | 919-996-4405 | timothy.shortley@ccampo-nc.us

High Street is establishing data-driven and community processes to create a SS4A action plan by:

- conducting multimodal crash data analysis, developing a high injury network, performing a risk assessment, conducting an equity analysis, and recommending safety enhancements;
- developing regional goals, objectives, policies, and implementation framework;
- conducting public engagement activities for leadership, stakeholders, and the general public;
- developing a Regional Multimodal Safety Action Plan and providing recommendations for how CAMPO and partners can improve regional safety performance; and
- enhancing MTP prioritization processes in light of identified safety improvement metrics.

KANSAS DOT - STRATEGIC HIGHWAY SAFETY PLAN IMPLEMENTATION | 2020 – 2023

Vanessa Spart, Chief of Transportation Safety | (785) 296-6893 | Vanessa.Spartan@ks.gov

High Street is helping KDOT meet its safety targets by: i) interviewing KDOT leadership, safety staff and members of the Drive to Zero Coalition to inform recommended process changes, ii) developing a quantitative strategy prioritization methodology with stakeholders, and iii) preparing the SHSP Diagnostic Assessment, SSA Foundational Research Report, and Pedestrians & Cyclists Strategy Action Plans.

SOUTH CAROLINA DOT | STRATEGIC HIGHWAY SAFETY PLAN | 2019 - 2020

Emily Thomas, Highway Safety Data and Research Manager | (803) 737-0403 | thomaseg@scdot.org

High Street led the literature review to summarize the effectiveness of numerous engineering, enforcement, and educational safety countermeasures using high-quality safety research. High Street also conducted stakeholder interviews to understand perceived safety issues in the state, and assessed the alignment between the state SHSP and regional safety plans from the perspective of visions, goals, objectives, performance measures, emphasis areas, data, and countermeasures. This work helped shape the plan to align with planning partners' initiatives and to respond to safety priorities identified through data and local knowledge. Finally, High Street developed alternative approaches for setting targets for federal safety performance measures, analyzed historical data to show resulting targets with each approach, and identified the approaches' advantages.

NEBRASKA DOT | LINKING INFRASTRUCTURE CHALLENGES WITH DATA (LINC-D) | PHASE 1: 2017 –2019; PHASE 2: 2020 – PRESENT**Ryan Huff, Chief Strategy Officer | 402.479.3797 | Ryan.Huff@nebraska.gov**

Our data scientists help NDOT leverage its existing data to answer questions of organizational importance, leading to meaningful incorporation of data into agency decision-making and optimizing organizational efficiency. We have completed a multitude of safety-related efforts including developing guardrail, pedestrian crossing, and horizontal curves inventories, assessing the cost-effectiveness of cable barriers and alternative shoulder design standards, and a data-driven assessment of NDOT's safety project selection process. The inventory development involved training and applying object-detection models on pavement profile van images, then leveraging location data embedded within the images to create GIS based inventories.

MARICOPA ASSOCIATION OF GOVERNMENT (MAG) | SUN CLOUD CORRIDOR PRIORITIZATION TOOL | 2022 - 2023**Edward "Ted" Brown, Performance Program Manager | 602.452.5082 | EBrown@azmag.gov**

High Street developed the Sun Cloud Explorer web application using Esri's Experience Builder Developer framework and the JavaScript API. The 'Explorer' provides planning data to 6 regional associations of governments representing 5 million residents. The tool provides a unified view of investment needs and opportunities, informed by travel demand, equity considerations, broadband access, and safety performance. This effort required a thorough data cleaning and involved estimating excess crashes along roadway segments and at junctions using statewide and regional Safety Performance Functions (SPFs).

[CHICAGO, IL] CMAP | TRANSPORTATION PROJECT ANALYSIS TOOLSET | 2021 - 2023**Martin Menninger, MPO Program Lead | (312) 386-8725 | MMenninger@cmmap.illinois.gov**

High Street is helping the Chicago MPO enhance their multipurpose project impact evaluation tools to support ON TO 2050 principles of inclusive growth, prioritized investment, and resilience by prioritizing the efficacy of Regionally Significant [multimodal] Projects towards agency goals given limited resources. For safety, High Street has helped automate the identification of vulnerable road users overlaid on the regional high injury network.

WISCONSIN DOT | PEDESTRIAN AND BICYCLE CRASH ESTIMATION STUDY | 2023**Sean Debels, Asset and Performance Management | (715) 365-5740 | Sean.Debels@dot.wi.gov**

High Street developed a Machine learning algorithm to predict bicycle and pedestrian crashes on the state highway network based on roadway, traffic, and existing crash data, as well as to prepare more accurate cost estimates. This analysis relies on Replica bicycle and pedestrian counts for non-motorist exposure factors.

[CHICAGO, IL] CMAP | SAFETY SPEED DATA | 2023 - PRESENT**Parry Frank | Data Analyst | (312) 386-8762 | PFrank@cmmap.illinois.gov**

Focused on processing big Wejo data and creating spatial tools to locate emphasis area crashes, particularly those associated with vulnerable road users to support their county safety action plans. High Street has led the literature review and will help prepare the final Esri-based dashboarding platform to explore the data.

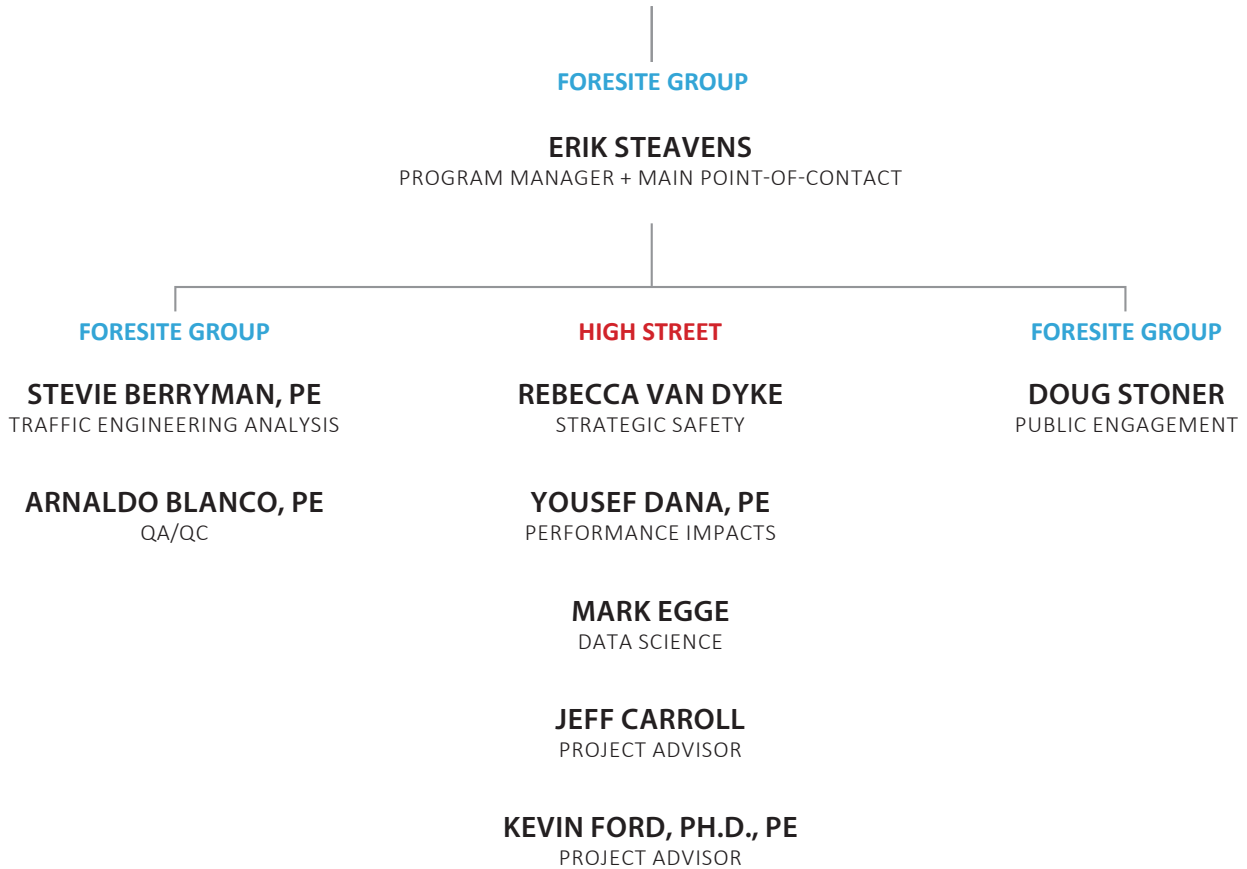
CONNECTICUT DOT | ENHANCING PROJECT CONCEPT SCREENING AND PRIORITIZATION**Edgardo Block, Transportation Supervising Engineer | (860) 594-2495 | Edgardo.Block@ct.gov**

High Street helped CTDOT comply with state legislation to develop performance-based project prioritization processes for significant projects. This involved establishing an impact-oriented prioritization framework for development authority and programming decisions, then developing and implementing a broader strategic roadmap to improve data management and agency analytical capabilities. For safety considerations, High Street leveraged the CRSMS tool to implement the HSM six-step framework with diagnostics for concept screening and SPF/CMF application for evaluation. The team further is pairing Replica with Justice 40 data to capture VRU travel patterns.

TEXAS DOT | PERFORMANCE METRICS: DATA INTEGRATION SYSTEM, TRANSPORTATION ALTERNATIVES, AND STATEWIDE BICYCLE NETWORK PRIORITIZATION TOOLS**Noah Heath, Public Transportation | (361) 876-7184 | Noah.Heath@txdot.gov**

High Street supported TxDOT in complying with state legislation by developing a series of impact-oriented project prioritization processes used to score TxDOT's 10-year \$75B+ capital program. The data-informed scoring process – inclusive of safety impacts using state-vetted CMFs – was translated into software as part of a statewide data-sharing program with TxDOT districts and state MPOs. The solution automatically extracts data from multiple state databases, transforms the data into predictive performance impacts at the project-level via geospatial crosswalks, and loads that data into a prioritization platform. High Street further developed automated TA program and bike network scoring tools that estimate the reduction in non-motorized crashes and bicyclist level-of-stress. Stakeholders and advocacy groups were brought into the process to identify criteria, form consensus priority weights for scoring, and upload plans to an active transportation spatial repository to support project development. High Street's data assessments helped TxDOT make the case for a \$600M Vision Zero Biennium and more broadly increase their 10-year program by \$35 B.

EFFINGHAM COUNTY





ERIK STEAVENS

Program Manager
esteavens@fg-inc.net | Peachtree Corners, GA



BACKGROUND

Mr. Steavens has over 30 years of experience in infrastructure development. He is known as a leader driving transportation infrastructure development for federal, state, and local governments. Highly competitive, passionate, persuasive, and articulate, able to achieve results others believed to be impossible. Experienced in multi-modal planning, environmental analysis, partnership building and project management. His past work experience includes Manager, Planning and Operations for FHWA; Senior Policy Advisor, U.S. Senate Environment and Public Works Committee; Senior Transportation Analyst, Georgia State Road and Tollway Authority; Intermodal Division Director, Georgia DOT; Rail Division Director, Texas DOT; and MPO Administrator, Albany, GA. His planning and programmatic advisory skills are known nationwide.

QUALIFICATIONS

YEARS EXPERIENCE

Foresite Group: <1
Total: 30

EDUCATION

Georgia Institute of Technology
Master of Science in Civil Engineering

Georgia Institute of Technology
Bachelor of Science in Civil Engineering

AFFILIATIONS + ORGANIZATIONS

Georgia Transit Association

Association for the Improvement of
American Infrastructure

Association of Metropolitan Planning
Organizations

Transportation Research Board, Intercity
Passenger Rail Committee

COURSES TAUGHT

National Highway Inst., Intro to Public
Involvement

National Transit Institute, Intro to
Metropolitan Planning

National Highway Inst., Administration
of Planning Funds

National Highway Institute, Intro to
NEPA & Transportation Decision-making

HIGHLIGHTED EXPERIENCE

NEW JERSEY TRANSIT

Newark, NJ
Program Manager

TEXAS CENTRAL RAILWAY

Dallas, TX
Program Manager

METROPLEX HIGH SPEED RAIL FEASIBILITY

Dallas, TX
Program Manager

TEXAS / OKLAHOMA PASSENGER RAIL STUDY

Dallas, TX
Program Manager

TOWER 55

Fort Worth, TX
Program Manager

NETEX INTERMODAL FACILITY

Sulphur Springs, TX
Program Manager

BORDER WEST EXPRESSWAY

El Paso, TX
Program Manager

GRAND PARKWAY

Houston, TX
Program Manager

P3 SMART CITY LIGHTING PROGRAM

Terrabone Parrish, LA
Program Manager

ELECTRIC VEHICLE AND CHARGING STATION PROGRAM

State of Hawaii
Program Manager

ADVISORY SERVICES, LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

Louisiana
Program Manager

ADVISORY SERVICES, MBTA

Boston, MA
Program Manager

ADVISORY SERVICES, NEW JERSEY TRANSIT

Newark, NJ
Program Manager

PHASE 1, II, & III, PI# 621410, 621415, & 0000291, SR 113/OLD ALABAMA ROAD RELOCATION FROM STATE ROUTE 113 TO I-75

Bartow County, GA
Program Manager

GDOT PROJECT PI# 0004915, 621500, & 621505, WIDENING OF SR 140 FROM SR 53 TO SR 3/US 41

Floyd and Bartow County, GA
Program Manager.

GDOT SR 162/SALEM RD. FM CR 55/FLAT SHOALS RD. TO CR 34/ OLD SALEM RD. (PI 0013628) AND SR 162 FM CR 511/BROWN BRIDGE RD. TO CR 34/OLD SALEM RD. (PI 231210) Newton and

Rockdale Counties, GA
Program Manager

285 AT SR 400 INTERCHANGE IMPROVEMENTS
Fulton County, GA
Program Manager

HORIZON MOBILITY GROUP P3 PROPOSAL
Georgia DOT
Program Manager

ALBANY DOUGHERTY REGIONAL TRANSPORTATION PLAN
Albany, GA
Program Manager

YOSEMITE AREA REGIONAL TRANSIT SYSTEM
Yosemite National Park
Program Manager

MARTA COMPREHENSIVE FACILITIES ASSESSMENT
Atlanta, GA
Program Manager

HINESVILLE TRANSIT OPERATIONS RECOMPETE
Hinesville, GA
Program Manager

MARTA RAIL SAFETY OVERSIGHT PROGRAM
Atlanta, GA
Program Manager

GEORGIA STATE HUMAN SERVICE COORDINATION PLAN
Atlanta, GA
Program Manager

GEORGIA STATEWIDE TRANSIT SCHEDULING AND COORDINATION SYSTEM
Atlanta, GA
Program Manager

GEORGIA TRANSIT GRANT PROGRAM *Atlanta, GA*
Program Manager

MANAGEMENT INFORMATION SYSTEM (MIS)
Atlanta, GA
Program Manager

STATE OF GEORGIA TRANSIT DATA FACT BOOK
Atlanta, GA
Program Manager

GEORGIA STATE TRANSIT PLAN
Atlanta, GA
Program Manager

GDOT TRANSIT POLICY AND PROCEDURES MANUALS
Atlanta, GA
Program Manager

GEORGIA STATE TRANSIT MANAGEMENT PLAN
Atlanta, GA
Program Manager

HIGH OCCUPANCY TOLL AND TRUCK ONLY TOLL LANE STUDIES
Atlanta, GA
Program Manager

ATLANTA TO CHATTANOOGA HIGH SPEED GROUND TRANSPORTATION STUDY
Atlanta, GA
Program Manager

ATLANTA TO BIRMINGHAM HIGH SPEED RAIL STUDY
Atlanta, GA
Program Manager

ATLANTA TO CHARLOTTE HIGH SPEED RAIL STUDY
Atlanta, GA
Program Manager

CALIFORNIA ELECTRONIC TRANSPORTATION IMPROVEMENT PROGRAM
Sacramento, CA
Program Manager

MARYLAND TRANSIT ADMINISTRATION SELF INSURANCE CLAIMS MANAGEMENT SYSTEM
Baltimore, MD
Program Manager

CENTRAL HOSPITAL REDEVELOPMENT AUTHORITY – BROADBAND INITIATIVE
Milledgeville, GA
Program Manager

EAST POINT CITY HALL
East Point, GA
Program Manager

CLAYTON COUNTY INTERGENERATIONAL CENTER
Clayton County, GA
Program Manager

MERCEDES BENZ STADIUM *Atlanta, GA*
Program Manager

STATE FARM ARENA
Atlanta, GA
Program Manager

HJIA HILTON HOTEL
Atlanta, GA
Program Manager

SAVANNAH ARENA
Savannah, GA
Program Manager

BIG CREEK WASTEWATER TREATMENT PLANT
Roswell, GA
Program Manager

BIRMINGHAM ENERGY PERFORMANCE CONTRACTING PROGRAM
Birmingham, AL
Program Manager



STEVIE BERRYMAN PE
Traffic Engineering Analysis
sberryman@fg-inc.net | Peachtree Corners, GA

BACKGROUND

Stevie has 19 years of professional engineering experience. His expertise lies in traffic engineering, traffic signal and ITS design, signal timing, signing and marking plans, ADA accessibility standards, project reviews, and design for public and private clients throughout the southeast. Stevie’s past experience with Pedestrian Hybrid Beacons includes work with DeKalb County preparing documents for FHWA review for interim approval, prior to their inclusion in the 2009 edition of the MUTCD, at eight locations along Buford Hwy and Candler Road. As part of GDOT and DeKalb County efforts to improve pedestrian safety along Buford Hwy, Stevie designed the ten Pedestrian Hybrid Beacons on Buford Hwy. He also provided the traffic warrant analysis and design for two Pedestrian Hybrid beacon’s on GDOT’s SR 8/Ponce de Leon safety and pedestrian improvement project. Stevie’s comprehensive knowledge of pedestrian design and safety standards as well as ADA accessibility standards contributes to the success of his projects.

QUALIFICATIONS

YEARS EXPERIENCE

Foresite Group: 7
Total: 19

LICENSES + CERTIFICATIONS

GA Professional Engineer #PE036065
Additional Licenses: AL, ID, OR, TX, WA

EDUCATION

Georgia Institute of Technology
Masters in Civil Engineering

Georgia Institute of Technology
Bachelors in Industrial and Systems
Engineering

AFFILIATIONS + ORGANIZATIONS

Institute of Transportation Engineers
(ITE)

Georgia Intelligent Transportation
Society (ITS)

HIGHLIGHTED EXPERIENCE

**GEORGIA TECH FERST DRIVE
STREETSCAPE**
Atlanta, GA
Traffic Engineer

**GEORGIA TECH FERST DRIVE
AND 6TH STREET INTERSECTION
DESIGN**
Atlanta, GA
Traffic Engineer

**CITY OF CUMMING INDUSTRIAL
PARK DRIVE CONNECTION ROAD
DESIGN**
Cumming, GA
Traffic Engineer

**CITY OF CUMMING SAWNEE
DRIVE ROAD EXTENSION**
Cumming, GA
Traffic Engineer

**CITY OF EAST POINT HEADLAND
AND DELOWE SIDEWALK
IMPROVEMENTS**
East Point, GA
Traffic Engineer

**GDOT REGIONAL TRAFFIC
OPERATIONS PROGRAM**
Atlanta Metro Area, GA
Traffic Engineer

**GDOT STATEWIDE SIGNAL
TIMING PROGRAM**
Statewide, GA
Traffic Engineer

**GDOT METRO SIGNAL TIMING
PROGRAM**
Atlanta Metro Area, Georgia

Traffic Engineer

**GDOT BUFORD HWY
PEDESTRIAN IMPROVEMENTS,
PH I, PEDESTRIAN HYBRID
SIGNAL CONVERSIONS***
DeKalb County, GA
ITS/Traffic Engineer

**GDOT INTERSTATE 75 WIDENING
& ARKWRIGHT RD, MACON, GA,
SIGNALS AND ITS***
Macon, GA
ITS/Traffic Engineer

GCDOT SR 124 ATMS SYSTEM*
Snellville, GA
ITS/Traffic Engineer

**GCDOT MCGINNIS FERRY ROAD
EXTENSION, SIGNALS AND ITS***
Gwinnett County, GA
ITS/Traffic Engineer

**GCDOT ARCADE ROAD
WIDENING, SIGNALS AND ITS***
Lilburn, GA
ITS/Traffic Engineer

**CITY OF TUCKER ON-CALL
TRAFFIC ENGINEERING SERVICES**
Tucker, GA
Traffic Engineer

**CITY OF CUMMING ON-CALL
ENGINEERING SERVICES**
Cumming, GA
Traffic Engineer

**DEKALB COUNTY PROGRAM
MANAGEMENT**
DeKalb County, GA
Traffic Engineer



ARNALDO BLANCO PE
Safety Assessments + Chief Engineer
ablanco@fg-inc.net | Austin, TX

BACKGROUND

Arnaldo is Chief Engineer for Foresite Group’s Broadband Engineering Division. He brings 9 years of professional experience in Telecommunication Engineering & Civil Engineering and is well versed in outside plant design and utility permitting work. Originally from Guaynabo, Puerto Rico, Arnaldo has a Bachelor of Science in Civil Engineering from the Polytechnic University of Puerto Rico and is licensed Professional Engineer with the States of Texas & Washington. Before joining Foresite Group Arnaldo was a Project Manager working on utility permitting projects for telecom and gas companies with ENCO Consulting. He’s also been a Design Manager for Google Fiber’s Austin project and an Outside Plant Engineer for multiple projects in his native Puerto Rico. Arnaldo’s experience also includes providing traffic and transportation engineering services for Foresite Group’s Texas region.

QUALIFICATIONS

YEARS EXPERIENCE

Foresite Group: 5
Total: 10

LICENSES + CERTIFICATIONS

TX Professional Engineer #126224
WA Professional Engineer #20106832

EDUCATION

Polytechnic University of Puerto Rico
Bachelor of Civil Engineering

HIGHLIGHTED EXPERIENCE

VERIZON ONE FIBER

Austin, TX
Chief Engineer

VERIZON ONE FIBER

Dallas, TX
Chief Engineer

AT&T MULTIPLE PERMITTING PROJECTS

Austin, TX
Project Manager

TEXAS GAS MULTIPLE PERMITTING PROJECTS

Austin, TX
Project Manager

GOOGLE FIBER

Austin, TX
OSP Design Manager

VERIZON ONE FIBER

Seattle, WA
Permitting Program Manager

VERIZON ONE FIBER

Knoxville, TN
Permitting Program Manager

VERIZON ONE FIBER

Cleveland, TN
Permitting Program Manager

UTOPIA FIBER

Salt Lake City, UT
Chief Engineer

UTOPIA FIBER

Bozeman, MT
Chief Engineer



DOUG STONER

Public Engagement
dstoner@fg-inc.net | Peachtree Corners, GA

BACKGROUND

Doug is a respected public figure and business leader with a 25+ year record of championing economic/business development and building strategic alliances as a COO, management consultant, elected officeholder (Georgia State Senator, 2005-2013), public servant, and civic volunteer. Doug leverages a deep understanding of business/public affairs to source opportunities, form networks, and engage stakeholders. He is a solution-focused consensus builder able to bridge the divide among diverse factions to create synergy and drive results.

QUALIFICATIONS

YEARS EXPERIENCE

Foresite Group: 3
Total: 25+

EDUCATION

Kennesaw State University
Bachelor of Science in Political Science
Carl Vinson Institute of Government
Development Authority Training

AFFILIATIONS + ORGANIZATIONS

Board Member, Cobb Chamber
Government Affairs Committee,
2013-Present
Board Member, Cobb Chamber
Competitive EDGE Steering Committee,
2011-2012
Chairman, Cobb Chamber
Transportation Committee, 2008-2009
Member, Southern States Energy Board,
2005-2007
Member, Georgia Rail Passenger
Authority Oversight Committee,
2003-2007
Chairman, Cobb Transit Advisory Board,
1999-2002
Board Member, Cobb Transit Advisory
Board, 1995-2002

HONORS + AWARDS

Environmental Leadership Award,
Georgia Conservation Voters, 2006,
2008-2012
Friend of Transit Award, Georgia Transit
Association, 2010
Champions of Mobility Award, Get
Georgia Moving Coalition, 2008
Legislator of the Year Award, Georgia
Association of Educators, 2005
Georgia Legislator of the Year Award,
American Cancer Society, 2003-2005
Distinguished Local Service Award,
American Public Transportation
Association, 2004

HIGHLIGHTED EXPERIENCE

**CHAIRMAN, SOUTH COBB
REDEVELOPMENT AUTHORITY**
2015 - Present

**PRESIDENT/PRINCIPAL, LD
SQUARED, INC.**
2003 - Present

**VICE CHAIR, SMYRNA
DOWNTOWN DEVELOPMENT
AUTHORITY**
1991 - 2016

**MANAGING DIRECTOR/
CONSULTANT, DEVELOPMENT
AUTHORITY OF DEKALB COUNTY**
2014

**CHAIRMAN, SENATE
DEMOCRATIC CAUCUS**
2010 - 2012

**BUSINESS DEVELOPMENT
CONSULTANT, EXELOO, INC.**
2003 - 2017

**GOVERNMENT AFFAIRS
CONSULTANT, ATLANTA
BELTLINE PARTNERSHIP, INC.**
2015 - 2017

**BUSINESS DEVELOPMENT
CONSULTANT, VEOLIA
TRANSPORTATION**
2013 - 2014

**BUSINESS DEVELOPMENT
CONSULTANT, GAS SOUTH**
2010 - 2014

**DIRECTOR OF BUSINESS
DEVELOPMENT, CROY
ENGINEERING, INC.**
2011 - 2013

**SENIOR BUSINESS DEVELOPMENT
MANAGER, ATKINS NORTH
AMERICA,**
2009 - 2011

VICE PRESIDENT, VEE-JAY INC.
1990 - 2003

GEORGIA STATE SENATOR
2005 - 2013
Ranking Member, Senate
Committees: Economic
Development | Transportation
| Regulated Industries & Public
Utilities | State & Local Government
Operations | Intermodal, Rail, and
Transit Subcommittee (Chairman)

**GEORGIA STATE
REPRESENTATIVE,**
2003 - 2005
Georgia State House



Rebecca Van Dyke

Senior Consultant

Rebecca Van Dyke is a city aficionado and idea-generator with a special love for equitable and sustainable transportation. Rebecca brings a multi-disciplinary background that ranges from operations management and video production to graphic design and data analysis. While at Georgia Tech, she served as President of the Student Planning Association and held a position with the American Planning Association (APA) as the Region II representative on the Student Representatives Council Executive Committee from 2018 to 2020. At High Street, Rebecca has been involved in a variety of projects including software system analyses, freight and safety planning, bicycle and pedestrian focused tasks, and stakeholder and public engagement.

Years of Experience

8

Education

MS, City and Regional Planning, Georgia Institute of Technology, 2018

BA, English Language and Literature, University of Virginia, 2001

Experience

TxDOT – Texas Active Transportation Plan Inventory Tool. Rebecca led a project for TxDOT's Public Transportation Division (PTN) developing a GIS-based bicycle and pedestrian plan inventory tool. This statewide planning tool uses ESRI's ArcGIS Online resources and will enable transportation planning professionals to search a database of active transportation plans using a map and other features. To gauge reception among stakeholders, Rebecca assisted PTN in compiling an Advisory Group that would provide crucial feedback about the tool's functionality and usefulness. The project team held multiple virtual meetings with the Advisory Group, during which Rebecca facilitated feedback sessions among meeting participants.

Bureau of Transportation Statistics (BTS) – Improving Public Transportation Finance Statistics. Rebecca is project manager for an engagement with BTS to identify and develop new data sources and methods for improving the BTS Government Transportation Finance Statistics (GTFS). This work has a particular focus on improving the timeliness and granularity of the GTFS and includes developing baseline documentation of current data sources and timelines for data acquisition and publication. It also includes exploration of potential new data sources and GTFS development methodologies. Rebecca has led the technical report writing and helped plan and execute a visioning workshop focused on the future of the GTFS.

State Amtrak Intercity Passenger Rail Committee (SAIPRC) – Program Management Support for Commercial Performance. Rebecca is serving as the project manager and lead facilitator for the SAIPRC Commercial Performance Working Group. In this role, Rebecca is responsible for planning and facilitating the monthly conference calls with the working group membership. Other activities include coordinating and facilitating regular meetings (2-6 times a month) with the group co-chairs and/or group members as well as organizing other workshops as needed. Rebecca is leading the development of an annual work plan which involves soliciting and documenting stakeholder input, writing and formatting the plan, and collecting feedback.

Texas Department of Transportation (TxDOT) – Texas Transportation Plan (TTP) 2050. Rebecca was involved in nearly every aspect of TxDOT's most recent update to its statewide long-range plan since the project began in 2018. Among her key roles were assisting with the logistics for public meetings and planning and facilitating stakeholder engagement sessions all over the state, developing outreach materials, writing technical memos on statewide bicycle and pedestrian planning and implementation strategies, and co-leading the final plan design effort. She also assisted with the bicycle and pedestrian needs analysis, contributed to the freight technical memo writing, and led the environmental documentation requirement task.

Kansas Department of Transportation (KDOT) – Strategic Highway Safety Plan (SHSP) Implementation. Rebecca is project manager for a 3-year KDOT SHSP implementation contract aimed at assisting the agency with meeting its safety targets. She has contributed to a variety of tasks, including a review of and report on all SHSP and safety-related documentation; interviews with KDOT safety staff, leadership, members of the Executive Safety Council (ESC), FHWA staff, and other stakeholders; best practices research; and developing a key findings report that incorporated recommended changes. She also assisted with developing a quantitative strategy prioritization methodology and led a strategy prioritization workshop with stakeholders. She manages the Pedestrian and Bicycle EAT and is developing an action plan for each of the team's top strategies. She is currently researching and producing a report on high-level plans, studies, and other documents that have any kind of connection to FHWA's Safe System approach in preparation for the next Kansas SHSP update.



Yousef Dana, P.E.

Senior Consultant

Yousef is a Transportation Engineer, Planner, and Data Analyst with experience in performance-based transportation planning, operations, analytics, and design. His experience mostly lies in assessing statewide transportation needs with predictive safety analysis, performance-based planning, forecasting, and data-driven project prioritization. Yousef focuses on delivering strategic approaches intended to produce measurable results. Converting safety datasets into digestible recommendations via logical, defensible, and replicable methods; particularly implementing HSM methods.

Over his career, Yousef has worked on projects as a transportation engineer and data analyst with various government DOTs, MPOs, and private clients. He utilizes his knowledge and experience in R, GIS, Python, and SQL to implement Safe Systems and HSM approaches, including network screening, diagnosis, and predictive safety analysis.

Years of Experience

7

Education

BS, Civil and Material Engineering, University of Illinois at Chicago, 2018

Certifications/Licenses

Professional Engineer, 2022

Social-Behavioral Educational Researcher, HSR Basic, 2021

Experience

Performance Based Planning, Operations, and Analytics

COMPASS Boise, Idaho MPO – Safe Streets for All Action Plan. High Street is strategically combining systemic and location-specific analyses to thoroughly assess and elevate transportation safety. Yousef is identifying features that correlate with severe accidents across the regional network, which could range from inadequate pedestrian infrastructure to speeding-related driver behaviors. Simultaneously, Yousef is conducting a location specific analysis by deploying GIS-based tools to pinpoint areas of high incident concentration, providing actionable insights for improvement. Underpinning this effort is an interactive visualization tool that dynamically presents the High Injury Network (HIN) and other analysis results. This tool will serve as a catalyst for planning potential safety enhancements.

Maricopa Association of Governments (MAG) – SunCloud Data Dashboard for Sun Corridor. Yousef provided a safety data layer utilizing the five-year crash data from MAG and adapted safety performance functions from the Highway Safety Manual (HSM). He generated five-year data statistics by categorization for segments and intersections. Performance metrics include crash frequency, crash rate, LOSS, and excess expected crashes. Yousef calculated predicted crash measures by utilizing SPFs and adjusting per EB method to determine excess expected crashes and level of service safety. SPF calibration was conducted for the Sun Corridor region of Arizona utilizing historic crashes.

Utah Department of Transportation (UDOT) – STIP Impact Analysis. Yousef was the project manager for the analysis and oversaw the application of various statistical models to forecast both 'no build' and 'build' impacts over a six-year period for projects within the STIP. Outcomes were used to inform future performance bridge, pavement, safety, capacity, and ancillary asset target setting through use of a cross-investment performance dashboard tool. Countermeasures were chosen based on project descriptions and Crash Modification Factors were applied to determine the overall impact of safety related projects relative to baseline measurements.

Connecticut Department of Transportation (CTDOT) – Enhancing Project Prioritization. Yousef has provided a repeatable, transparent project prioritization framework for major highway mobility projects in the categories of pavement, environmental, and bridge conditions. Utilizing several tools with a combination of R and GIS to project performance. The prioritization framework enables CTDOT to communicate the likely performance benefits of their planned major transportation investments more effectively and track performance impacts in alignment with their strategic goals.

Cook County Department of Transportation (CCDOTH) – Highway Safety Improvement Program (HSIP) Projects. Yousef was a lead engineer on the implementation of the six HSIP Projects of multiple intersections and corridors in Cook County. He managed a team of five subcontractors that worked to analyze traffic, crash, geometric, and environmental conditions based on existing data and historical crash data. He also coordinated with various government agencies such as CCDOTH, FHWA (Federal Highway Administration), and IDOT for approval and data retrieval.



Mark Egge

Director

Mark is an expert advisor to transportation agencies on using and integrating data to achieve their agencies' objectives. He is a tenured match maker between analytical tools, agency data, and decision makers' needs. Mark combines his information systems management training with more than a decade of experience building and deploying lightweight tools that brilliantly solve specific needs.

Experience

Nebraska DOT – Linking Infrastructure Challenges and Data (LINC-D) (2017 – Present). Mark leads Nebraska DOT's ongoing initiative to incorporate data science into agency decision making. With over twenty successfully completed projects, LINC-D has provided key insights for decision makers, built data literacy and analytics capability across the organization, and supported the use of data to communicate performance and policy issues to the state governor and legislature.

Nebraska DOT – Horizontal Curve Extraction Tool & Inventory (2022). Mark planned and oversaw the development of a horizontal curve inventory for NDOT using their existing roadway linework. This task included porting GIS source code to create a new GIS-based curve extraction tool, fine-tuning parameters to optimize curve identification, and manual review and quality control processing of the automated curve inventory. NDOT has used the resulting inventory for horizontal curve safety analysis.

Wasatch Front Regional Council – Accessibility Impacts Scoring Tool (2022). Mark designed and implemented a GIS-based tool to calculate changes in regional accessibility for individual candidate transportation investments. Accessibility is quantified in terms of Access to Opportunity (ATO) which measures how well residents can access jobs, or how well employers can access the labor force. The solution leverages Esri ArcGIS's Network Analyst to sum the distance-discounted count of households and jobs reachable within a defined travelshed. Projects are simulated via changes to the underlying network and impedance values. ATO impacts are estimated for roadway, transit, active transportation, and land use projects. Results will be integrated into WFRC's project selection processes.

Federal Highway Administration – Data Science Workshop (2022). Mark developed the curriculum and co-instructed the full-day "Data Science 101" workshop at the first annual International Data Science for Pavements Symposium hosted at the Turner-Fairbank Highway Research Center. The workshop was mix of instruction and hands on experience using the R programming language. The lab sections used real-world pavement condition data and introduced participants to analytical tools that can be used with data from their own agencies. During the workshop participants gained familiarity with foundational data science concepts, including exploratory data analysis, data cleaning, supervised and unsupervised machine learning, and data visualization.

Maricopa Association of Governments (MAG) – Sun Cloud Regional Data Portal (2022). Mark is leading the development of new data layers and online analysis tools for the Arizona Sun Cloud open data portal. This work has included data layer development, defining data quality and metadata standards, data lifecycle planning, and GIS application development. Mark's key contributions included significant data management activities (combining heterogeneous data sources from many agencies) and developing an innovative equity-focused layer of disadvantaged roadway users. The data portal provides a unified regional view of investment needs and opportunities, informed by travel demand, equity considerations, broadband access, and safety performance.

Idaho Transportation Department – Automated Traffic Count Site Group Assignment (2021). Mark designed the approach and prototype for the automated assignment of temporary traffic count locations to seasonal adjustment factor groups. This assignment is used to accurately estimate an annualized average daily traffic count from a short term counts. The solution implements k-means clustering unsupervised machine learning algorithm to group automated traffic recorders into factor groups, and Naïve Bayes classification to assign short term sites to the appropriate factor group.

Nebraska DOT – Estimating Seat Belt Use via Proxy Data (2021). To better target its outreach, education and enforcement efforts promoting seat belt use, NDOT needs more granular data on seat belt use than its annual statewide survey. Mark led High Street in employing a data fusion approach to produce biannual county-level estimate of seat belt usage from crash data, citation data, and enforcement data.

Years of Experience

12

Education

Masters, Information Systems Management – Business Intelligence and Data Analytics, Carnegie Mellon University

BS, Economics, Montana State University

BA, History, Montana State University



Jeff Carroll

Partner

Mr. Carroll has 28 years of experience in multimodal transportation planning and policy analysis. He started his career at Georgia DOT Office of Planning and since then he has managed and/or led tasks on 25+ statewide, regional, and metropolitan transportation plans. Jeff further has developed 12 USDOT grant applications which have generated \$95 million for his clients.

Experience

South Carolina DOT | Strategic Highway Safety Plan. For this effort, Jeff's team: i) summarized the effectiveness of numerous engineering, enforcement, and educational safety countermeasures using high-quality safety research, ii) conducted stakeholder interviews to understand perceived safety issues in the state, iii) assessed the alignment between the state SHSP and regional safety plans from the perspective of visions, goals, objectives, performance measures, emphasis areas, data, and countermeasures, and iv) developed and demonstrated alternative approaches for setting federal safety targets using historical data.

INFRA Grant: I-44 and US 75 Corridor Improvement Projects: Tulsa, Oklahoma. Jeff was the project manager of the Oklahoma DOT (ODOT) 2020 INFRA Grant. Jeff led the development of the Project Description, Project Location, and Project Parties sections. Jeff worked closely with ODOT and the consultant team to complete the Grant Funds, Sources, Uses of Project Funds, Merit Criteria, Project Readiness, and the Benefit-Cost Analysis section. Jeff met with ODOT weekly during the development of the application.

RAISE Grant application SH-37 BNSF Railroad Crossing: Moore, OK. Jeff was the project manager of the ODOT's 2021 RAISE Grant application SH-37 BNSF Railroad Crossing: Moore, OK. Based on the FHWA debrief, Jeff updated the graphics depicting the project and revised the Environmental Sustainability and Quality of Life Merit Criteria narrative. Jeff worked closely with the team to update other sections based on the FHWA debrief. ODOT was awarded \$10 million to help fund improvements to resolve blocked train crossings on State Highway 37 in the city of Moore.

RAISE Grant: Enhancing Safety and Mobility in West Tulsa: I-44 & US-75 Corridor Improvements. Jeff was the project manager of the ODOT 2022 RAISE Grant: Enhancing Safety and Mobility in West Tulsa: I-44 & US-75 Corridor Improvements. Based on FHWA's debrief, Jeff worked closely with the team to finalize all sections of the application. Jeff met with ODOT weekly during the development of the application. FHWA awarded ODOT \$85 million in MEGA funds to help fund projects related to improvements of the Interstate 44 and US-75 interchange. This is the largest grant awarded to ODOT.

MPDG RURAL Grant: At-Grade Rail Safety Improvements to Reestablish the Heartland Flyer Northern Extension. Jeff was the project manager, responsible for writing the Project Description, Project Location, and Project Parties sections. He also worked with the team to develop the six Project Outcome criteria, Funding, Benefit-Cost Analysis appendix, Project Readiness, and Environmental Risk. Jeff met with ODOT weekly during application development.

2022 MPDG RURAL Grant: PWF Road Safety & Rehabilitation Improvements. Jeff was the project manager for Jefferson County, Nebraska 2022 MPDG RURAL Grant: PWF Road Safety & Rehabilitation Improvements. Jeff wrote the Project Description, Project Location, Project Parties sections, and the Equity, Multimodal Options, and Quality of Life Criteria sections. He worked with the team to develop and finalize the full application. Jeff met with Jefferson County Chairman weekly during application development and participated in the FHWA debrief.

Bridge Investment Program (BIP) Planning Grant: I-35 Bridge Replacement and Trail Connections over the Oklahoma River. Jeff was the project manager for the ODOT 2022 Bridge Investment Program (BIP) Planning Grant: I-35 Bridge Replacement and Trail Connections over the Oklahoma River. Jeff wrote the Project Description, Criteria #4 Climate Change, Resiliency, and the Environment and Criteria #5 Quality of Life sections. Jeff worked closely with the team to finalize all sections of the application, including the Benefit-Cost Analysis appendix. Jeff met with ODOT weekly during the development of the application.

BIP Bridge Grant: Crossroad of America I-40 BIP Bridge Grant. Jeff was the project manager for the ODOT 2022 Bridge Investment Program (BIP) Bridge Grant: Crossroad of America I-40 BIP Bridge Grant. Jeff completed the FHWA Grant Template and wrote the Project Description, Criteria #4 Climate Change, Resiliency, and the Environment and Criteria #5 Equity, Multimodal Options, and Quality of Life sections. Jeff worked closely with the team to finalize all sections of the application, including the Benefit-Cost Analysis appendix. Jeff met with ODOT weekly during the development of the application.

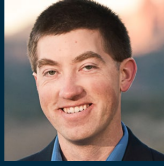
Years of Experience

28

Education

Master of Public Administration, University of Kentucky, 1997

B.A., Business and Economics, Asbury College, 1990



Kevin Ford

Partner

As High Street's PBPP lead, Dr. Kevin Ford regularly develops and implements innovative data-driven solutions to optimize performance outcomes for his clients. With no outcome more critical than reducing fatalities, Kevin has leveraged his civil engineering and data science background to: i) develop SS4A action plans, ii) create automated GIS tools to visualize high injury networks and evaluate candidate projects, iii) integrate big speed data into VRU analysis, iv) prepare HSM training materials, v) identify and prioritize safety improvement projects with the most potential to reduce fatalities and serious injuries, vi) generate funding by communicating the likely performance implications of different investment levels and quantifying what would be required to achieve aspirational targets, and vii) Incorporating safety into prioritization processes for which Kevin is a nationally recognized expert as evident by having been entrusted by MPOs and State DOTs in 25+ states to build buy-in around investment decisions.

Years of Experience
16

Education
Ph.D., Civil Engineering,
Purdue University

M.S., Civil Engineering,
Purdue University

B.S., Civil Engineering
Valparaiso University

Professional License
PE [IL# 062.075527;
NC# 057066]

Experience

Safety Action Plans

[Raleigh, NC] CAMPO – Regional Multimodal (SS4A) Safety Action Plan, Prioritization Lead. Kevin is helping CAMPO blend data-driven and community processes in support of developing a SS4A action plan. This includes providing technical expertise toward conducting multimodal crash data and equity analyses, developing a high injury network, performing a risk assessment, and recommending safety enhancements. Kevin is further enhancing the MTP prioritization process he previously developed with CAMPO to integrate new crash analysis metrics, such as excess expected crashes, developed under this effort.

[Boise, ID] COMPASS – SS4A Action Plan, Technical Quality Manager. Dr. Ford is overseeing the strategic combination of systemic and location-specific analyses (via AASHTOWare Safety) to assess safety needs and plan system enhancements. Kevin and team are identifying design features correlated with severe accidents across the regional network and developing an interactive GIS visualization tool to dynamically present the High Injury Network (HIN) and provide actionable insights.

High Injury Network Development & Safety Concept Screening

[Phoenix, AZ] MAG and PAG –Sun Cloud Aid Grant Corridor Prioritization. Quality Manager. Kevin developed safety and equity methodologies and provided quality control services as part of the Sun Cloud Corridor data portal development. The portal provides a unified assessment of investment needs and opportunities, brought to life through interactive, ESRI-based map viewers and analysis tools. High Street's team developed and published data layers for bridge conditions, safety performance, current and future travel demand, long-range plan projects, broadband access, transit ridership, freight flows, disadvantaged populations and roadway users, and travel time reliability. Kevin identified high-injury locations by blending regional and state SPFs to estimate excess crashes relative to expectations.

Crash Trends & Safety Diagnostics

Virginia DOT – I-81/I-77 Overlap Transportation Study, Traffic & Safety Analyst. Dr. Ford evaluated crash trends and proposed crash countermeasures for the Interstate overlap section of I-81/I-77 in Fort Chiswell,

Virginia DOT – VA Route 7 Corridor Safety Study, Safety Analyst. Dr. Ford assisted with the safety analysis of the VA Route 7 corridor in Wolf Trap, VA by developing automated safety tools including the production of greenband diagrams for gap analysis, and tabular and graphical crash summaries of historical segment and intersection crashes. Countermeasures were proposed to reduce corridor crash rates and severities.

Crash Data & Analytics

[Chicago, IL] CMAP – Safety Speed Data, Quality Manager. Kevin is helping CMAP create spatial tools around big Wejo data to locate emphasis area crashes, particularly those associated with vulnerable road users to support their county safety action plans. Kevin's team led the literature review and will help prepare the final Esri-based dashboarding platform to explore the data.

Wisconsin DOT – Pedestrian and Bicycle Crash Estimation Study, Quality Manager. Kevin's team of data scientists developed a Machine learning algorithm to predict bicycle and pedestrian crashes on the state highway network based on roadway, traffic (using Replica bike/ped counts), and existing crash data, as well as to prepare more accurate cost estimates. Kevin has helped to identify possible non-motorist exposure factors, determine model functional form, and establish goodness-of-fit metrics.

NCHRP 17-38 [and 17-50] – HSM Implementation and Training Materials, Safety Analyst. As part of the NCHRP study, later published as NCHRP Report 715, Dr. Ford performed quality control/quality assurance on the automated spreadsheets designed to replicate HSM statistical analyses. He further aided in the development of examples designed to demonstrate HSM analytical techniques to state highway agencies – now published in Web-Only Document 323.

Safety Prioritization

[Chicago, IL] CMAP –Transportation Project Analysis Toolset, Project Manager. Kevin is helping the Chicago MPO enhance their multipurpose project impact evaluation tools to support ON TO 2050 principles of inclusive growth, prioritized investment, and resilience by prioritizing the efficacy of Regionally Significant [multimodal] Projects towards agency goals given limited resources. For safety, Kevin has helped automate the identification of vulnerable road users overlaid on the regional high injury network.

Connecticut DOT – Enhancing Project Concept Screening and Prioritization, Technical Lead. Kevin helped CTDOT comply with state legislation to develop performance-based project prioritization processes for significant projects. This involved establishing an impact-oriented framework for development authority and programming decisions, then preapring and implementing a broader strategic roadmap to improve data management and agency analytical capabilities. For safety, Kevin leveraged the CRSMS tool to implement the HSM six-step framework with diagnostics for concept screening and SPF/CMF application for evaluation. The team further is pairing Replica with Justice 40 data to capture VRU travel patterns.

Texas DOT – PBPP Investment Planning and Prioritization Tools, Data Scientist. Kevin supported TxDOT in complying with state legislation by developing impact-oriented project prioritization processes – inclusive of safety using state-vetted CMFs - used to score TxDOT's 10-year \$75B+ capital program. The data-informed process was translated into software as part of a data-sharing program with districts and MPOs. Dr. Ford's ability to link investment levels to performance outcomes, helped TxDOT secure a \$600M Vision Zero biennium and increase the 10-year program by \$35B. Kevin further automated TA and bike network scoring tools that estimate the reduction in non-motorized crashes and bicyclist level-of-stress. Stakeholders and advocacy groups were engaged to identify criteria and form consensus priority weights.

Virginia DOT - US 501 Corridor Safety Project Prioritization, Safety Analyst. As part of the evaluation of safety improvement projects recommended for the rural US 501 corridor in southern Virginia, Dr. Ford applied benefit-cost analysis to prioritize projects, by first estimating project costs and service lives, and using the Highway Safety Manual (HSM) to assess potential crash reductions.

Washington, D.C. DOT - Highway Safety Improvement Program Evaluation, Safety Analyst. Dr. Ford performed field visits to evaluate the safety performance of seven intersections in downtown D.C. Having made recommendations, estimated project costs and service lives, and used the HSM to estimate crash reduction, Dr. Ford prioritized recommended projects using life-cycle based benefit-cost analysis.

Staff Report

Subject: Approval of Amendment No. 1 to the McDaniel Supply Company Agreement with the Effingham County Prison

Author: Alison Bruton, Purchasing Agent

Department: Prison

Meeting Date: November 21, 2023

Item Description: Amendment No. 1 to the McDaniel Supply Company Agreement with the Effingham County Prison

Summary Recommendation: Staff recommends approval of Amendment No. 1 to the McDaniel Supply Company Agreement with the Effingham County Prison

Executive Summary/Background:

- Effingham County Prison Personnel have been discussing the possibility of adding vending machines for inmate use. Currently, inmates are allowed one visit to the commissary per day, but this would allow for items to be purchased throughout the day.
- McDaniel has submitted an amendment allowing for two (2) vending machines to be set up for inmate use. These machines will continue to be the property of McDaniel Supply Company. Prison staff will order the vending machine items from MSC and will restock the machine. There will be no cash used.
- The vending machine commission rate paid to the County will be 25% on the sales generated once the machines are operational.
- This amendment has been reviewed and approved to form by the County Attorney.

Alternatives for Commission to Consider

1. Approval of Amendment No. 1 to the McDaniel Supply Company Agreement with the Effingham County Prison
2. Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Prison, Purchasing, County Attorney

Funding Source: Prison Operating Budget

Attachments: MSC Agreement and Amendment

MCDANIEL SUPPLY COMPANY COMMISSARY SERVICE AGREEMENT

THIS COMMISSARY SERVICE AGREEMENT (the “**Agreement**”), is dated effective as of the 17th day of May, 20 16 (the “**Effective Date**”), by and between Effingham County Board of Commissioners, a political subdivision of the State of Georgia (the “**Principal**”), for the Effingham County Prison, located at 321 Hwy 119 South, Springfield, Georgia 31329 (the “**Facility**”), and McDaniel Supply Company, Inc., a Georgia corporation with a principal office located at 1275 East Cherry Street, Jesup, Georgia, 31546 (“**MSC**”). Each of the Principal and MSC is a “**Party**” to this Agreement and shall collectively be the “**Parties**.”

WHEREAS, MSC is in the business of providing commissary services and technologies to inmates on behalf of, and as an agent to, city, county, and state correctional facilities; and

WHEREAS, the Principal desires to avail itself of the commissary services offered by MSC for the purpose of providing materials and supplies to state or county inmates in accordance with the “**Legal Authority**” as applicable to the Facility provided in Section 13 below;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and for the mutual benefits to be derived from this Agreement, the Parties, each intending to be legally bound, hereby agree as follows.

1. **Appointment.** The Principal hereby appoints MSC as its exclusive supplier of commissary products and services for inmates of the Facility and MSC accepts and assumes such appointment.
2. **Scope of Service.** MSC hereby agrees to perform all services (collectively, the “**Services**”) in accordance with the terms stated in the Request for Proposals No. 16-16-002 dated March 1, 2016 set forth in **Exhibit A**, attached hereto, and incorporated herein by reference (the “**Solicitation**”).
3. **Premises.** The Principal hereby grants to MSC an exclusive, royalty-free, non-sublicensable license, which is irrevocable for the Term of this Agreement, to such space within the Facility necessary to allow MSC to provide Services in accordance with the Solicitation (the “**Premises**”). The Principal shall ensure that the Premises meet all applicable federal, state, and local laws, codes, and ordinances applicable to occupation of the Premises by a commercial operation including maintenance and repair of all structural elements thereof. The Principal covenants and agrees with MSC that so long as MSC keeps and performs all the covenants and conditions to be kept and performed by MSC under this Agreement, MSC shall have quiet, undisturbed, and continued possession of the Premises, free from all claims of any kind, nature,

or description. The Principal shall provide MSC with sufficient and reliable security services for the Premises and utility services (including water, sewage, electricity, gas (as necessary), HVAC, and telephone within the Premises) (collectively, the “**Utilities**”), and shall maintain the Premises in good repair. The Principal shall reimburse MSC for any costs or expenses incurred by MSC to maintain or repair the Premises.

4. **Equipment.**

A. *MSC Obligations.* During the Term of this Agreement and in accordance with the Solicitation, MSC agrees:

- (i) to install all necessary equipment, materials, supplies, tools, labor, insurance, accessories and services necessary to provide the Services as well as any software to support such equipment (the “**Equipment**”);
- (ii) to provide standard maintenance, repair, or replacement of the Equipment, including on-site support during business hours, 24/7 telephone support, custom enhancements, and periodic updates as necessary to provide the Services, but not including custom programming services, training, or troubleshooting for any hardware or equipment not owned by MSC; and
- (iii) to maintain insurance in accordance with the guidelines provided in the Solicitation or, if none, in customary, commercially reasonable amounts.

B. *Principal Obligations.* During the Term of this Agreement and in accordance with the Solicitation, the Principal agrees:

- (i) to maintain reasonable security against unauthorized use of or damage to the Equipment and to discontinue use and notify MSC promptly in the event of any irregularities in the functioning of the Equipment. In the event that the Equipment suffers damage caused by an inmate of the Facility, said inmate’s account shall be charged for all expenses related to its repair; and
- (ii) to implement and maintain security measures with respect to any software installed by MSC (the “**Software**”) that effectively restricts access to the Software only to authorized users, and protects the Software from unauthorized use, alteration, access, publication, and distribution. In no event shall such security measures be less restrictive than those the Principal employs to safeguard its most confidential information. In the event of an actual or suspected breach of such security measures, the Principal shall notify MSC within 24 hours.

C. *Proprietary Rights.* MSC retains all rights, title, and interest in the Equipment, including but not limited to, copyrights, database rights, and other neighboring rights, patents, trade secrets, trademarks, service marks, design rights, proprietary information rights and other intellectual property rights as may currently exist or may be developed by MSC anywhere in the world. The Principal shall not (i) copy (other than for back-up purposes), distribute, rent, lease or sublicense all or any portion of the Equipment; (ii) modify or prepare derivative works of any portion of the Equipment; (iii) use the Equipment in a computer-based services business or publicly display visual output of the Equipment, (iv) transmit any portion of the Equipment over a network, by telephone, or electronically using any means; or (v) reverse engineer, decompile or disassemble the Equipment. The Principal shall not change or remove any insignia or lettering on the Equipment and shall conspicuously identify each item of the Equipment by suitable lettering thereon to indicate MSC's ownership. The Principal shall keep the Equipment free from any and all liens and claims, and shall do or permit no act or thing whereby MSC's title or rights may be encumbered or impaired.

D. *Warranties; Damage.* MSC makes no representation, warranties, or conditions, express or implied, statutory or otherwise, other than those herein contained. Upon expiration or termination of the Agreement, the Equipment shall be returned unencumbered to MSC in the same condition as when received by the Principal, reasonable wear and tear resulting from proper use thereof alone excepted. To the extent permitted by state or local law, the Principal shall indemnify and hold MSC harmless against and from all loss, damage, expense or penalty arising from any claim or action on account of personal injury or damage to property occasioned by the unauthorized operation, use, handling, or transportation of the Equipment during the Term of the Agreement, but shall be credited with any amounts received by MSC from insurance.

5. **Commissions and Payments.**

A. *Payments.*

- i. Commissions. MSC agrees to pay the Principal a commission rate of 41.2% on gross sales less sales tax ("**Commissions**"). Commissions will not be paid on non-commissionable sales, including but not limited to, postage stamps, stamped envelopes, etc. Commissions will not be paid on any item the Principal wishes to sell below, at, or near cost. Commissions paid to the Principal shall be paid weekly or otherwise stated by the Principal and shall be delivered to the Principal by the 10th of the following month in which services were rendered.
- ii. Taxes. MSC agrees to pay all taxes, fees, and other assessments imposed by federal, state, local, and other governmental taxing authorities related to the sales and profits of MSC under this Agreement, except for any taxes based on MSC's net income.

B. *Inventory.* Subject to Section 18 below, all commissary inventory required to be provided by MSC pursuant to the Services shall be delivered by MSC to the Facility once a week with the weekday of such deliveries to be determined in good faith by both Parties

C. *Records; Audits.* MSC will maintain and keep on file all records of the Principal's sales for a period of 3 years from the Effective Date of this Agreement. MSC will provide the Principal with records of the Principals' annual sales for the Principal's previous fiscal year each July, and/or upon request. MSC will give the Principal or the Principal's authorized agent the opportunity to inspect such records which are directly relevant to the Principal's purchases. The cost of such audit or inspection will be at the expense of the Principal. The examination of records shall be conducted at the location where such records are maintained by MSC.

6. **Term.** This Agreement shall commence on the Effective Date and shall continue for an initial term of 36 months unless otherwise extended or terminated as provided herein. This Agreement shall automatically renew for successive terms of 1 year each, unless either Party notifies the other in writing, at least 60 days before the end of any term year of its election not to renew this Agreement. The initial 36-month term together with any 1-year renewal term shall compose the "**Term**" of this Agreement.

7. Termination

A. *Without Cause.* Notwithstanding anything to the contrary herein above or hereinafter set forth, this Agreement may be terminated by either Party at any time without cause or legal excuse by providing the other Party with 60 days' prior written notice of such termination or by mutual written agreement of the Parties.

B. *For Cause.* Notwithstanding anything to the contrary herein above or hereinafter set forth, this Agreement may be terminated immediately by either Party at any time upon written notice to the other in any of the following events:

- i. if the other Party shall commit any breach of the terms of this Agreement and shall not (in the case of a breach capable of being remedied) remedy such breach within 30 days after notice has been served on the breaching Party requiring the same to be remedied; or
- ii. if the other Party shall discontinue its business or have any license or permit required of the Party for the normal operation of its business or for the provision of the Services revoked or suspended for 31 days or more; or
- iii. if the other Party becomes insolvent or shall be made the subject of an administration order or a receiver of its assets shall be appointed or it shall go into liquidation (whether voluntary or otherwise) other than a voluntary

liquidation for the purposes of reconstruction and such status is not cured, discharged, or withdrawn within 90 days; or

- iv. if the other Party has court-established criminal or fraudulent conduct on the part of: (a) in the case of MSC, its officers, directors, or controlling shareholder(s); or (b) in the case of the Principal, its elected or appointed officials (including any officers or shareholders) in such a manner as to either directly or indirectly affect the operations of the Facility.

C. Such remedy of Termination is in addition to such other remedies as may be available by law or as otherwise stated in this Agreement.

8. Representations and Warranties.

A. *Both Parties.* Each Party represents and warrants that it: (i) has the full authority and the legal right to enter into this Agreement and perform its obligations hereunder, (ii) has taken all necessary action required to authorize the execution and delivery of this Agreement and the performance of its obligations, and (iii) will comply with all applicable laws, regulations, governmental requirements and standards related to the Services, including, without limitation, product safety laws.

B. *MSC.* MSC warrants that the commissary price list attached hereto as **Exhibit B** is subject to ordinary price increases due to market factors beyond the control of MSC.

C. *Principal.* The Principal represents and warrants that (i) the Facility is owned and/or exclusively operated by the Principal, (ii) the Principal is authorized to enter into this Agreement with respect to the Facility, and (iii) the undersigned is authorized to bind the Facility to this Agreement.

9. Indemnification.

A. *By MSC.*

- i. MSC shall indemnify the Principal against any loss, damage, injury or death caused by MSC's negligent acts or omissions or the negligent acts or omissions of MSC's agents or employees, or losses, damages, injuries or death caused by MSC's negligence and arising out of the consumption or use of the products and services sold or provided pursuant to the Solicitation; *provided, however*, that nothing contained herein shall require MSC to defend or indemnify the Principal for losses, damages, injuries or death arising out of the negligence of the Principal, its agents or employees.

- ii. MSC's obligation to hold the Principal harmless pursuant to the Agreement shall be dependent upon the Principal promptly notifying MSC in writing of any such claims or lawsuits against either MSC or the Principal, but in no event not no later than 30 days after the date the Principal first received notice of such claim or lawsuit, and, forwarded to MSC the summons, complaint and all other documents which relate to said claim or lawsuit no later than 30 days after the date the Principal was served with such documents. Failure of the Principal to notify MSC of any such claim or lawsuit within said 30 day period shall relieve MSC of any and all responsibility and liability under the Agreement to indemnify and hold the Principal harmless.

B. *By the Principal.*

- i. To the extent permitted by state or local law, the Principal shall indemnify MSC against any loss, damage, injury or death caused by the Principal's negligent acts or omissions or the negligent acts or omissions of the Principal's agents or employees, or losses, damages, injuries or death caused by the Principal's negligence and arising out of (a) the provision or maintenance or repair of the Premises or the Utilities; (b) the Principal's actual breach of this Agreement; or (c) negligent, acts or omissions of or by the Principal; *provided, however*, that nothing contained herein shall require the Principal to defend or indemnify MSC for losses, damages, injuries or death arising out of the negligence of MSC, its agents or employees.
- ii. The Principal's obligation to hold the MSC harmless pursuant to the Agreement shall be dependent upon MSC promptly notifying Principal in writing of any such claims or lawsuits against either the Principal or MSC, but in no event not no later than 30 days after the date the MSC first received notice of such claim or lawsuit, and, forwarded to the Principal the summons, complaint and all other documents which relate to said claim or lawsuit no later than 30 days after the date the MSC was served with such documents. Failure of MSC to notify the Principal of any such claim or lawsuit within said 30 day period shall relieve the Principal of any and all responsibility and liability under the Agreement to indemnify and hold MSC harmless.

C. Neither Party shall be liable to the other Party whether by reason of breach of contract, negligence or otherwise for any loss of profit, loss of business, liability to third Parties or for any indirect or consequential losses, even if the Party is informed of such potential losses in advance.

10. Independent Contractor Status. It is mutually understood and agreed that MSC is engaged as an independent contractor and neither MSC nor the Principal are authorized to oblige the other Party or act in the name of the other Party other than as stated in this agreement and it is the intent of the Parties that (i) an independent contractor relationship be and is hereby established under the terms and conditions of the agreement, (ii) the employees of MSC are not nor shall they be deemed to be employees of the Principal, and (iii) the employees of the Principal are not nor shall they be deemed to be employees of MSC. Notwithstanding the foregoing, it is mutually understood and agreed that the establishment and/or management of lobby and booking kiosks and inmate commissary accounts, and the receipt of cash deposits thereto, is a service provided by MSC on behalf of the county for the purpose of providing materials and supplies to state or county inmates pursuant to the Legal Authority as applicable to the Principal provided in Section 13 below.

11. Notices; Invoices. Any notice, invoice, or other communication under this Agreement required hereunder shall be delivered in writing and shall be deemed to have been received: (a) when delivered by hand (with written confirmation of receipt); (b) when received by the addressee if sent by a nationally recognized overnight courier (receipt requested); (c) on the date sent by facsimile or e-mail of a PDF document (with confirmation of transmission) if sent during normal business hours of the recipient, or on the next Business Day if sent after normal business hours of the recipient; or (d) on the third day after the date mailed, by certified or registered mail, return receipt requested, postage prepaid. Such communications must be sent to the following addresses:

To MSC: McDaniel Supply Company
1275 East Cherry Street
Jesup, Georgia 31546

To the Principal: _____
Effingham Board of Commissioners
601 North Laurel Street
Springfield, Georgia 31329

12. Governing Law. The laws of the State of Georgia (without giving effect to its conflicts of law principles) govern all matters, including tort claims, arising out of or relating to this Agreement, including, without limitation, its validity, interpretation, construction, performance, and enforcement. Notwithstanding any other provision of this Agreement, any disputes concerning any question of fact or law arising under this Agreement or any litigation or arbitration arising out of this Agreement, shall be tried in Effingham County, unless the Parties agree otherwise, or are otherwise required by law.

13. Legal Authority. The following legal authorities apply to this Agreement, as applicable to the Principal:

A. Georgia Code § 42-5-6, as amended from time to time;

14. Breach of Contract; Remedies. Upon breach of this Agreement by either Party, both Parties shall have all remedies available to them in equity and/or at law.

15. Assignment. This Agreement or any interest herein shall not be assigned, transferred, or otherwise encumbered, under any circumstances, by the Parties, without the prior consent of the other Party. However, the Agreement shall run with the Principal and its successors.

16. Modification of the Agreement. Notwithstanding any of the provisions of this Agreement, the Parties may agree to amend this Agreement. No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the Parties hereto. No oral understanding or agreement not incorporated herein shall be binding on any of the Parties hereto.

17. Waiver. Failure by either Party to enforce at any time or for any period of time the provisions of this Agreement shall not be construed as a waiver of such provisions, and shall in no way affect such Party's right to later enforce such provisions.

18. Force Majeure. If the performance of any obligation under this Agreement is prevented, restricted or interfered with by reason of war, revolution, civil commotion, act of terrorism, blockade, embargo, strike, law, order, proclamation, regulation, ordinance, demand, requirement, fire, flood, storm or other natural or man-made disaster or occurrence which is beyond the reasonable control of the affected Party, the affected Party will, upon giving reasonable notice to the other Party, be excused from performance under this Agreement for the duration of the force majeure condition; provided, however, that the affected Party will use commercially reasonable efforts to avoid or remove the cause of nonperformance and resume full performance under this Agreement.

19. Severability. Any provision of this Agreement that is prohibited or unenforceable in any jurisdiction will, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof, and any such prohibition or unenforceability in any jurisdiction will not invalidate or render unenforceable such provision in any other jurisdiction. To the fullest extent permitted by applicable law, the Parties hereby waive any provision of law which renders any provisions hereof prohibited or unenforceable in any respect. If it is ever held that any restriction hereunder is too broad to permit enforcement of such restriction to its fullest extent, such restriction will be enforced to the maximum extent permitted by applicable law.

20. Headings; Counterparts. The section headings contained in this Agreement are solely for the purpose of reference, are not part of the Agreement of the Parties, and will not in any way affect the meaning or interpretation of this Agreement. This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. This Agreement may also be executed with signatures sent via facsimile or email (in PDF format only), each of which will be deemed an original.

21. Entire Agreement. This Agreement, together with its Recitals and Exhibits, which are incorporated herein by reference, is the entire agreement between the Parties and supersedes all prior discussions, oral or written agreements, understandings and representations, whether verbal or written, with regard to its subject matter. The Parties acknowledge that they have not relied upon any statement, representation, prior or contemporaneous written or oral promises, agreements or warranties, except such as are expressed herein.

{Signatures appear on following page}



EXHIBIT A

The Solicitation will appear here:

Request for Proposals

No. 16-16-002

To provide
Inmate Commissary Services

to

Effingham County Board of Commissioners
Springfield, Georgia

For
Effingham County Prison

MARCH 2016



All Submissions returned to:
Effingham County Board of Commissioners
ATTN: Purchasing Office
601 North Laurel Street
Springfield, GA 31329

March 1st, 2016

RE: RFP No. 16-16-002
Request for Proposals for Inmate Commissary Services for Effingham County Prison

Dear Sir or Madam:

This is an invitation to submit a proposal to supply Effingham County, Georgia with the professional services as specified herein. Sealed proposals will be received at the Office of the Purchasing Agent, **EFFINGHAM COUNTY ADMINISTRATIVE COMPLEX, 601 N. LAUREL STREET, SPRINGFIELD, GEORGIA**, up to **10.00am (local time) Tuesday April 5th, 2016.**

Effingham County Board of Commissioners reserves the right to reject any and all bids or any and all bids that are non-responsive or not responsible. Additionally, Effingham County Board of Commissioners has the right to waive any technicalities or informalities. Effingham County may issue change orders altering the original scope of work to address changes or unforeseen conditions necessary for the project completion.

Instructions for the preparation and submission of a proposal are contained in the request for proposal package. If you do not submit a proposal, please return the no-bid sheet and state the reason.

A MANDATORY PRE-PROPOSAL CONFERENCE has been scheduled for **10.00am (local time) Thursday March 17th, 2016** and will be conducted in the Conference Room of the EFFINGHAM COUNTY PRISON, 321 HWY 119 SOUTH, SPRINGFIELD, GEORGIA, 31329, to discuss the specifications and resolve any questions and/or misunderstanding that may arise. An accompanied site visitation will follow.

Proposals will not be accepted from any firm that is not represented at the Mandatory Pre-Proposal Conference.

Any questions that arise after the pre-proposal conference **must** be made in writing and must be received at the office of the Purchasing Agent no later than **10.00am (local time) Tuesday March 22nd, 2016**. No response will be given to any questions received after **10.00am (local time) Tuesday March 22nd, 2016**. Questions may be faxed to 912-754-8413; emailed to fcharleton@effinghamcounty.org or mailed to the address below. If questions are mailed, please DO NOT put the bid number on the outside of the envelope.

The response to all questions will be in the form of an addendum and will be posted on the Effingham County website www.effinghamcounty.org before **5.00pm (local time) Monday March 28th, 2016.**

The only official answer or position of Effingham County will be the one stated in writing.

**EFFINGHAM COUNTY, GEORGIA
DOCUMENT CHECK LIST**

Company Name : _____

Please indicate you have completed the following documentation; and then submit them in the following order of shown as **REQUIRED.**

REQUIRED	COMPLETED	ITEM DESCRIPTION
		INSTRUCTIONS TO BIDDERS
		REQUEST FOR QUOTE
X		BID / QUOTE SUBMITTAL FORM
		SURETY REQUIREMENTS (Certified check or other security of _% required with BID SUBMITTAL – BID BOND FORM PROVIDED)
		PERFORMANCE BOND- UPON AWARD OF CONTRACT (FORM PROVIDED)
		PAYMENT BOND- UPON AWARD OF CONTRACT (FORM PROVIDED)
X		CERTIFICATE OF INSURANCE (SAMPLE ATTACHED)
X		W-9
		LEGAL NOTICE
X		CONTRACTOR AFFIDAVIT & AGREEMENT (E-VERIFY)
X		SUB-CONTRACTOR AFFIDAVIT & AGREEMENT (E-VERIFY)
		GEORGIA PROFESSIONAL LICENCE CERTIFICATIONS
X		LIST OF SUB-CONTRACTORS
X		ATTACHMENTS
X		RECEIPT OF ADDENDA IF ANY

Authorized Signature

Title

Print Name

Date

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS PART OF YOUR PROPOSAL

SECTION I INSTRUCTIONS TO VENDORS

1.1 **PURPOSE:**

The purpose of this document is to provide general and specific information for use in submitting a proposal to supply Effingham County with services as described herein. All proposals are governed by the Code of Effingham County, and the laws of the State of Georgia. Any contract and/or agreement and any addendums to it that result from this RFP shall be governed by the laws of Georgia, with venue in Effingham County.

1.2 **HOW TO SUBMIT PROPOSALS:**

All proposals shall be:

- A. Submitted in sealed opaque package (envelope or box as necessary), plainly marked with the RFP number and title, date and time of submission, and company name.
- B. Mailed or delivered in sufficient time to ensure receipt by the Purchasing Agent on or before the time and date specified above.

Hand Delivery and Mailing Address:

Effingham County Purchasing Agent,
601 North Laurel Street,
Springfield, Georgia, 31329.

- C. Please check the County's website www.effinghamcounty.org prior to submission for any addendum to the RFP

**PROPOSALS NOT RECEIVED BY THE TIME AND DATE SPECIFIED WILL NOT BE
OPENED OR CONSIDERED.**

1.3 **HOW TO SUBMIT AN OBJECTION:**

Objections from Vendors to this request for proposal and/or these specifications should be brought to the attention of the County Purchasing Agent either verbally at the pre-proposal conference, or in writing at least two (2) days prior to pre-proposal conference. The objections contemplated may pertain to form and/or substance of the request for proposal documents. Failure to object in accordance with the above procedure will constitute a waiver on the part of the business to protest this request for proposal.

1.4 **ERRORS IN PROPOSALS:**

Vendors or their authorized representatives are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting proposals. Failure to do so will be at the Vendor's own risk.

1.5 **STANDARDS FOR ACCEPTANCE OF VENDORS FOR CONTRACT AWARD:**

The County expressly reserves the right in its sole judgement, to accept or reject any or all proposals with or without cause and to waive any technicalities or irregularities in proposals received whenever such rejection or waiver is in the best interest of the County. The County reserves the right to reject the offer of a Vendor who has previously failed to perform properly or complete on time contracts of a similar nature, or an offer from a Vendor whom investigation shows is not in a position to perform the contract.

1.6 **VENDOR:**

Whenever the term "vendor" is used it shall encompass the "person," "business," "firm," or other party submitting a proposal to Effingham County in such capacity before a contract has been entered into between such party and the County. At times throughout this request for proposal the term "vendor" may be used interchangeably with the terms "contractor", "proposer" and "bidder".

1.7 COMPLIANCE WITH LAWS:

The Vendor shall obtain and maintain all licenses, permits, liability insurance, workman's compensation insurance and comply with any and all other standards or regulations required by Federal, State or County statute, ordinances and rules during the performance of any contract between the Vendor and the County. Any such requirement specifically set forth in any contract document between the Vendor and the County shall be supplementary to this section and not in substitution thereof.

1.8 COUNTY:

Whenever the term "County" or "Owner" is used it is to refer to the Effingham County Board of Commissioners.

1.9 DEBARRED FIRMS AND PENDING LITIGATION:

Any potential Vendor/firm listed on the Federal or State of Georgia Parties Listing (barred from doing business) **will not** be considered for contract award. Vendors **shall disclose** any record of pending criminal violations (indictment) and/or convictions, pending lawsuits, etc., and any actions that may be a conflict of interest occurring within the past five (5) years.

Proposals will not be accepted from any company, firm, person, party or parent subsidiary, against which Effingham County has an outstanding claim, or financial dispute relating to prior contract performance. If the County, at any time, discovers such a dispute during any point of evaluation, the proposal will not be considered further. Any Vendor/firm previously defaulting or terminating a contract with the County will not be considered

Vendor acknowledges that in performing contract work for the County, Vendor shall not utilize any firms that have been a party to any of the above actions. If Vendor has engaged any firm to work on this contract or project that is later debarred, Vendor shall sever its relationship with the firm with respect to County contract.

** All Vendors are to read and complete the Vendors certification regarding debarment, suspension, ineligibility, and voluntary exclusion enclosed as Disclosure of Responsibility - Attachment E to be returned with response. Failure to do so may result in your proposal being rejected as non-responsive.

1.10 IMMIGRATION:

On 1 July 2009, the Georgia Security and Immigration Compliance Act (SB 529, Section 2) became effective. All employers, contractors and subcontractors entering into a contract or performing work must sign an affidavit that he/she has used the E-Verify System. E-Verify is a no-cost federal employment verification system to insure employment eligibility. Affidavits are enclosed in this solicitation. You may download M-274 Handbook for Employers at <http://www.dol.state.ga.us/spotlight/employment/rules>. You may go to <http://www.uscis.gov> to find the E-Verify information.

** All Vendors are to read and complete the E-Verify affidavit enclosed as Attachment E to be returned with response. Failure to do so may result in your solicitation response being rejected as non-responsive.

1.11 PRISON RAPE ELIMINATION ACT (PREA):

On 4 September 2003, the Prison Rape Elimination Act was signed into law. By completing the Attachment G, contractor certifies that he/she will comply with the national standards to prevent, detect, and respond to prison rape under the Prison Rape Elimination Act (PREA), Federal Rule 28 C.F.R. Part 115. The contractor also certifies that he/she will comply with all Effingham County policies and procedures that relate to PREA. Contractor certifies that he/she will be responsible for the completion of Attachment G by any and all sub-contractors he/she employs to complete the project.

1.12 PROTECTION OF RESIDENT WORKERS:

Effingham County Board of Commissioners actively supports the Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verification, and nondiscrimination. Under the INA, employers may hire only persons who may legally work in the United

States (i.e., citizens and nationals of the U.S.) and aliens authorized to work in the U.S. The employer must verify the identity and employment eligibility of anyone to be hired, which includes completing the Employment Eligibility Verification Form (I-9). The contractor shall establish appropriate procedures and controls so no services or products under the Contract Documents will be performed or manufactured by any worker who is not legally eligible to perform such services or employment.

1.13 **RFP SCHEDULE:**

Request for Proposal	Date/ Time
Owner issues public advertisement of RFP	March 1 st , 2016
Pre-Proposal Conference (if scheduled)	March 17 th , 2016 at 10.00am local time
Deadline for submission of written questions	March 22 nd , 2016 at 10.00am local time
Addendum issued to answer questions (if any) and posted online at www.effinghamcounty.org	March 28 th , 2016 before 5.00pm (local time)
Deadline for submission of Proposals	April 5 th , 2016 at 10.00am (local time)

SECTION II GENERAL CONDITIONS

2.1 **SPECIFICATIONS:**

Any obvious error or omission in the specifications shall not inure to the benefit of the Vendor but shall put the Vendor on notice to inquire of or identify the same to the County.

2.2 **GEORGIA OPEN RECORDS ACT:**

The responses will become part of the County's official files without any obligation on the County's part. Ownership of all data, materials, and documentation prepared for and submitted to Effingham County in response to a solicitation, regardless of type, shall belong exclusively to Effingham County and will be considered a record prepared, maintained or received in the course of operations of public office or agency and is subject to public inspection in accordance with the *Georgia Open Records Act, Official Code of Georgia Annotated, Section 50-18-070, et.Seq.* unless otherwise provided by law. The Georgia Open Records Act is applicable to the records of all contractors and subcontractors under contract with the County. This applies to those specific contracts currently in effect and those which have been completed or closed up to three (3) years following completion.

2.3 **GEORGIA TRADE SECRET ACT OF 1990:**

In the event that a Vendor submits secret information to the County, the information must be clearly labeled as a "Trade Secret". The County will maintain the confidentiality of such trade secrets to the extent provided by law.

2.4 **OFFERS TO BE FIRM:**

The Vendor **warrants** that terms and conditions quoted in his offer will be firm for acceptance for a period of ninety (90) days from the date of proposal submittal. Fees quoted must also be firm for a ninety (90) day period.

2.5 **COMPLETENESS:**

All information required by the request for proposal must be completed and submitted to constitute a proper proposal. The County shall have sole discretion in evaluating qualifications and responses of

Vendors. Vendor acknowledges that in performing a contract for the Board, Vendor shall not utilize any firms that have been a party to any of the actions listed in paragraph 1.9. If Vendor has engaged any firm to work on this contract or project that is later debarred, Vendor shall sever its relationship with that firm with respect to the Board's contract.

2.6 MULTIPLE PROPOSALS:

No Vendor will be allowed to submit more than one offer. Any alternate proposals must be brought to the Purchasing Agent's attention during the Pre-proposal Conference if one is scheduled, or submitted in writing at least five (5) days preceding the date for submission of proposals.

2.7 PATENT IDEMNITY:

Except as otherwise provided, the successful Vendor agrees to indemnify Effingham County and its officers, agents and employees against liability.

2.8 QUALIFICATION OF BUSINESS (RESPONSIBLE VENDOR):

A responsible Vendor is defined as one who meets all requirements of the RFP. Effingham County has the right to require any or all Vendors to submit documentation of their ability to perform, provide or carry out the service as requested herein and to disqualify the proposal of any Vendor as being unresponsive or un-responsible whenever such Vendor cannot.

2.9 CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:

By submission of this proposal, the Vendor certifies, and in the case of a joint proposal each party thereto as to its own organization, that in connection with this procurement:

- A. The prices in this proposal have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Vendor or with any competitor;
- B. Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the Vendor and will not knowingly be disclosed by the Vendor prior to opening, directly or indirectly to any other competitor; and;
- C. No attempt has been made or will be made by the Vendor to induce any other person or firm to submit or not to submit a proposal for the purpose or restricting competition.

2.10 AWARD OF CONTRACT:

The contract, if awarded, will be awarded to the responsible Vendor whose proposal will be most advantageous to Effingham County, price and other factors considered. The Board of Commissioners will make the determination as to which proposal best serves the interests of Effingham County. **Appeal of an award can only be made after the Board of Commissioners award a contract.**

2.11 TERM OF THE CONTRACT:

The initial term of the contract will be for three (3) years with the option to automatically renew for two (2) additional one (1) year terms.

- A. Unless otherwise directed by the Effingham County Board of Commissioners.
- B. Unless budgeted funds are not appropriated for said term.

2.12 INSURANCE PROVISIONS:

The selected Vendor shall be required to procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Vendor, his agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the Vendor's fee proposal. **Contract work will not proceed unless Effingham County has in their possession, a current Certificate of Insurance. Effingham County invokes the defense of sovereign immunity. The County is not to be included as an additional insured on insurance contracts.**

A. General Information that shall appear on a Certificate of Insurance:

- a. Name of Producer (contractor's insurance Broker/Agent).
- b. Companies affording coverage (there may be several).
- c. Name and address of the Insured (this should be the Company or Parent of the firm Effingham County is contracting with).
- d. A Summary of all current insurance for the insured (includes effective dates of coverage).
- e. A brief description of the operations to be performed, the specific job to be performed, or contract number.
- f. Certificate Holder (**This is to always include Effingham County**).

2.13 LIMITS OF INSURANCE:

Effective coverage shall have the following limits:

- A. **Commercial General Liability:** Provides protection against bodily injury and property damage claims arising from operations of a contractor or tenant. Minimum limits: \$1,000,000 bodily injury and property damage per occurrence and annual aggregate.
- B. **Worker's Compensation and Employer's Liability:** Provides statutory protection against bodily injury, sickness or disease sustained by employees of the contractor while performing within the scope of duties. Minimum limits: \$500,000 for each accident, disease policy limit, and disease each employee and Statutory Worker's Compensation limit.
- C. **Business Automobile Liability:** Coverage insures against liability claims arising out of the contractor's use of automobiles. Minimum limit: \$1,000,000 combined single limit per accident for bodily injury, property damage, and should be written on an "Any Auto" basis.

2.14 SPECIAL REQUIREMENTS:

- A. **Claims-Made Coverage:** The limits of liability shall remain the same as the occurrence basis, however, the Retroactive date shall be prior to or coincident with the date of any contract, and the Certificate of Insurance shall state the retroactive date and the coverage is claims-made.
- B. **Extended Reporting Periods:** The contractor shall provide the County with a notice of the election to initiate any Supplemental Extended Reporting Period and the reason(s) for invoking this option.
- C. **Reporting Provisions:** Any failure to comply with reporting provisions of the policies shall not affect coverage provided in relation to this invitation.
- D. **Cancellation/Non-Renewal Notification:** Each insurance policy supplied in response to this invitation shall be endorsed to state that it shall not be suspended, voided, or canceled, except after thirty (30) days prior to written notice by certified mail, return receipt, has been given to the County.
- E. **Proof of Insurance:** Effingham County shall be furnished with certificates of insurance and original endorsements affecting coverage required by this invitation. The certificates and endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All certificates of insurance are to be submitted prior to, and approved by, the County before services are rendered. The Vendor must ensure Certificates of Insurance are updated for the entire term of the Contract.
- F. **Insurer Acceptability:** Insurance is to be placed with an insurer having an A.M. Best's rating of A and a five (5) year average financial rating of not less than V. If an insurer does not qualify for averaging on a five year basis, the current total Best's rating will be used to evaluate insurer acceptability.
- G. **Lapse in Coverage:** A lapse in coverage shall constitute grounds for contract termination by Effingham County Board of Commissioners.
- H. **Deductible and Self-Insured Retention:** Any deductibles or self-insured retention must be declared to, and approved by, the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retention as related to the County, its officials, officers, employees, and volunteers; or the Vendor shall procure a bond guaranteeing payment of related suits, losses, claims and related investigation, claim administration and defense expenses.

2.15 INDEMNIFICATION:

The CONTRACTOR agrees to protect, defend, indemnify, and hold harmless Effingham County, Georgia, its commissioners, officers, agents, and employees from and against any and all liability, damages, claims, suits, liens, and judgments, of whatever nature, including claims for contribution and/or indemnification, for injuries to or death of any person or persons, or damage to the property or other rights of any person or persons caused by the CONTRACTOR or its subcontractors. The CONTRACTOR'S obligation to protect, defend, indemnify, and hold harmless, as set forth herein above shall include, but not be limited to, any matter arising out of any actual or alleged infringement of any patent, trademark, copyright, or service mark, or any actual or alleged unfair competition, disparagement of product or service, or other business tort of any type whatsoever, or any actual or alleged violation of trade regulations. CONTRACTOR further agrees to investigate, handle, respond to, provide defense for, and to protect, defend, indemnify, and hold harmless Effingham County, Georgia, at his sole expense, and agrees to bear all other costs and expenses related thereto, even if such claims, suits, etc., are groundless, false, or fraudulent, including any and all claims or liability for compensation under the Worker's Compensation Act arising out of injuries sustained by any employee of the CONTRACTOR or his subcontractors or anyone directly or indirectly employed by any of them. The CONTRACTOR'S obligation to indemnify Effingham County under this Section shall not be limited in any way by the agreed-upon contract price, or to the scope and amount of coverage provided by any insurance maintained by the CONTRACTOR.

2.16 INTERPRETING SPECIFICATION:

The specifications or scope of services contained herein are intended to be descriptive rather than restrictive. The County is soliciting a proposal to provide a complete product or service package which meets all requirements. Changes in the scope of services, specifications, or terms and conditions if the RFP will be made in writing by the County prior to the proposal opening or due date. Results of informal meetings between a potential Vendor and a County official or employee may not be used as a basis for deviations from the requirements contained in this solicitation.

2.17 SIGNED RESPONSE CONSIDERED AN OFFER:

The signed Response shall be considered an offer on the part of the Vendor, which offer shall be deemed accepted upon approval by the Effingham County Board of Commissioners, or their designee. In case of a default on the part of the Vendor after such acceptance, Effingham County may take such action as it deems appropriate, including legal action for damages or lack of required performance.

2.18 PAYMENT TO CONTRACTORS:

- A. Questions regarding payment may be directed to the Effingham County Finance Department, at (912) 754-8057.
- B. Effingham County is a tax exempt entity. Every contractor, vendor, business or person under contract with Effingham County is required by Georgia law to pay State sales or use taxes for products purchased in Georgia or transported into Georgia and sold to Effingham County by contract. Please consult the State of Georgia, Department of Revenue, Sales and Use Tax Unit in Atlanta (404) 656-4065 for additional information.

2.19 VENDOR DEFAULT:

In case of Vendor default, the County will provide a letter of official notice of non-performance. If the issue(s) are not remedied 30 days from receipt of said notice, the County reserves the right to procure services from other sources.

The undersigned Vendor certifies that he/she has carefully read the preceding list of instructions and all other data applicable hereto and made a part of this invitation; and, further certifies that the prices shown in his/her proposal are in accordance with all documents contained in this request for proposal package, and that any exception taken thereto may disqualify his/her proposal.

This is to certify that I, the undersigned Vendor, have read the instructions to Vendor and agree to be bound by the provisions of the same.

This _____ day of _____ 20 _____.

BY: _____

SIGNATURE

PRINTED NAME AND TITLE

COMPANY

ADDRESS

PHONE NO.

SECTION III**REQUEST FOR PROPOSAL****3.1 DESCRIPTION AND OBJECTIVES**

Effingham County Prison, operating under the authority of the Effingham County Board of Commissioners is seeking sealed proposals from qualified vendors who specialize in providing inmate commissary services.

3.2 ACCEPTANCE AND EVALUATION OF PROPOSALS:

A selection committee shall evaluate all proposals submitted to the RFP. All technical requirements, unless otherwise specified, must be met by the Vendor or such proposal will be disqualified as being non-responsive. Proposals that are deemed to be incomplete as to substance and content may be returned without further consideration.

3.3 PRICING PROPOSAL:

Provide a completed Pricing Proposal Form (Attachment A).

3.4 PROPOSAL DEADLINE:

The response to the request for proposal must be received by the Effingham County Purchasing Office no later than **10.00am (local time) Tuesday April 5th, 2016.** Any proposal received after the time and date stipulated will be rejected and returned to the Vendor. The County may, for good and sufficient reason, extend the response deadline, in which case all potential Vendors will receive an addendum setting forth the new date.

3.5 WITHDRAWAL OF PROPOSAL:

Effingham County Board of Commissioners reserves the right to withdraw the RFP in whole or in part, at any time and for any reason. Submission of a proposal confers no rights upon the vendor nor obligates the Board of Commissioners in any manner. Effingham County Board of Commissioners reserves the right to award no agreement and to solicit additional offers at a later date.

Vendor proposal may be withdrawn by written REQUEST received by the County before the time fixed for receipt of proposals

3.6 CONFIDENTIALITY OF DOCUMENTS:

Upon receipt of a proposal by the County the proposal shall become the property of the County without compensation to the Vendor, for disposition or usage by the County at its discretion. Due to the fact that the proposals will be subject to an evaluation review for accurate qualifications, only the respondent names who submit proposals to this RFP and the total bid price will be read aloud publicly. The details and particulars of the proposal documents will remain confidential until final award of the contract.

3.7 FORMAT OF RESPONSES:

To be considered, Vendors must submit a complete response to the request for proposals. Proposals are to be submitted in 8½" x 11" size, typed or printed in ink and bound with a simple method of fastening. Lengthy narratives are discouraged; presentations should be brief and concise and not include extraneous or unnecessarily elaborate promotional material. The proposal should not exceed 50 pages in length, excluding appendices, if any; vendor policies and procedures (see 5.1 item f); vendor maintenance and quality assurance programs (see 5.1 item f). To assure a uniform review process and obtain the maximum degree of comparability, each proposal shall include the following content and shall be presented in the following order:

A. Letter of Interest

The Letter of Interest shall be limited to three (3) single-spaced typewritten pages. The purpose of the Letter of Interest is to provide a description of the Vendor's ability to meet the requirements of the RFP.

B. Business/Firm Profile

State the full name, address, and telephone number of your organization and include the name, title, address, and telephone number of the person(s) who will be assigned to perform the service of the proposal. Indicate whether you operate as a sole proprietorship, individual, partnership, corporation or limited liability company, and the State in which your firm is incorporated or licensed to operate.

C. Experience and Capability

List of current or former clients with requirements similar in scope and content to the proposed contract. Effingham County reserves the right to verify the information furnished.

- A. For each similar and completed project of this type, give the following information:
 - The Name and Location of Facility
 - A Brief Description of the Services Provided
 - The Name of the Client Contact and his/her phone number
 - Date that services were provided and completed
- B. State if your firm has operated under a different name within the past 10 years and provide the name that your firm previously operated under.
- C. Provide complete details of any contract, during the last five (5) years, in which your firm has been fired.

D. Current Audited or Compilation Financial Statements

Current audited or compilation financial statements, or two (most recent) years of reviewed financial statements from a Certified Public Accounting firm.

E. Appendices

Include any additional information you deem essential to a proper evaluation of your proposal not included in the preceding section. These Appendices should be relevant and brief.

Each proposal must be submitted in one (1) original and six (6) copies bound to:

Effingham County Purchasing Department
Fiona Charleton, Purchasing Agent
601 N Laurel Street
Springfield, GA 31329

3.8 COST TO PREPARE RESPONSES:

The County assumes no responsibility or obligation to the Vendors and will make no payment for any costs associated with the preparation or submission of the proposal.

3.9 EVALUATION PROCESS:

A selection committee shall evaluate all proposals submitted to this RFP. The award will be based on general criteria, as outlined in this RFP. After an initial screening process, the Vendor may be asked to make an oral presentation of its proposal. All arrangements and scheduling shall be coordinated by the RFP contact.

Selection Criteria

The following criteria will be used, as a minimum, to determine the responsibility of each Vendor:

- A. Does the Vendor demonstrate an understanding of the County's needs and proposed approach to the project, and possess the ability, capacity, skill, and financial resources to provide the service?
- B. Can the Vendor take upon himself the responsibilities set forth in the RFP and the resultant contract and produce the required outcomes in a timely manner?
- C. Has the Vendor performed satisfactorily in previous contracts of similar size and scope; or if the Vendor has not performed a contract of similar size and scope, has it, and/or its team members

otherwise demonstrated its capability to perform the contract that the County seeks to establish through this RFP?

- D.** Does the Vendor propose to perform the work at a fair and reasonable cost?
- E.** Has the Vendor declared bankruptcy within the past 10 years under its current name or any prior names?

Evaluating Factor:	Points Possible:
Qualifications, Experience, and References:	25
Methodology, Approach to Scope of Work, Schedule for Implementation	25
Price Proposal	35
Financial Stability	15
TOTAL POINTS:	100

SECTION IV

SPECIAL CONDITIONS

4.1 STATEMENT OF DISCLOSURE:

All Vendors must provide a statement of disclosure which will allow the County to evaluate possible conflicts of interest.

Interests of Public Officials.

The vendor warrants for itself and any subcontractor that no elected or appointed official or employee of Effingham County, Georgia, has any interest in their bid or the proceeds of any contract/agreement which may result thereof. In the event that an elected or appointed official or employee acquires any interest in any contract/agreement which may result from this bid, or the proceeds thereof, the vendor agrees to disclose such interest to the BOARD immediately by written notice. For breach or violation of this clause, the BOARD may annul any contract/agreement resulting from this bid without liability, terminate any contract/agreement resulting from this bid for default, or take other remedial measures. “*Interest*” as used herein means direct or indirect pecuniary or material benefit accruing to a county commissioner, official or employee as a result of a matter which is or which is expected to become the subject of an official action by or with the county, except for such actions which, by their terms and by the substance of their provisions, confer the opportunity and right to realize the accrual of similar benefits to all other persons and/or property similarly situated. The term “interest” shall not include any remote interest. For purposes of this bid, a county commissioner, official or employee shall be deemed to have an interest in the affairs of: (1) his or her family; (2) any business entity in which the county commissioner, official or employee is a member, officer, director, employee, or prospective employee; and (3) any business entity as to which the stock, legal ownership, or beneficial ownership of a county commissioner, official or employee is in excess of five percent of the total stock or total legal and beneficial ownership, or which is controlled or owned directly or indirectly by the county commissioner, official or employee. *Remote interest* as used herein means the interest of (1) a volunteer director, officer, or employee of a nonprofit corporation; (2) a holder of less than 5 percent of the legal or beneficial ownership of the total shares of a business; (3) any person in a representative capacity, such as a receiver, trustee, or administrator. *Family* as used herein means the spouse, parents, children, and siblings, related by blood, marriage, or adoption, of a county official or employee.

4.2 CONTRACT:

The successful contractor will be expected to provide an executed contract for approval by the Board. Upon receipt of the fully executed contract, the contractor shall be bound to deliver the stated services according to the terms and conditions of the contract and any addendums thereto. The County shall also be bound on the said terms and conditions to procure the services described and remit payment to the contractor when said services are completed. The successful contractor shall not commence work under this Request for Proposal until a written contract is awarded. If the successful contractor does commence any work or deliver items prior to receiving official notification, he does so at his own risk.

4.3 PERFORMANCE AND APPROVAL OF SUB-CONSULTANTS:

The Vendor will perform the work as an independent contractor and not as an agent or employee of the County, and will secure written permission from Effingham County before subcontracting any part of this service.

4.4 CHANGES:

In the event a contract is awarded, the County may, with prior Board approval, make changes at any time during the contract period within the general scope of the contract and its technical provisions. If any such change causes any increase or decrease in the Vendor's cost of performing any part of the contract, an equitable adjustment shall be made in the contract prices, or in the time of performance, or in both. A written memorandum of such adjustment shall be made prior to any changes in contract pricing schedules.

4.5 TERMINATION OF CONTRACT:

Effingham County shall have the right to terminate any contract to be made hereunder for its convenience by giving written notice 30 days in advance of its election to do so and by specifying the effective date of such termination. The Vendor shall be paid for services rendered through the effective date of such termination. Further, provided a contract is awarded, if a Vendor shall fail to fulfill any of its obligations hereunder, the County may, by giving written notice to the Vendor, terminate the agreement with said Vendor for such default. If this agreement is so terminated, the Vendor shall be paid only for work satisfactorily completed.

SECTION V**SCOPE AND CLASSIFICATION****5.1 SCOPE OF WORK:**

The proposed system shall be a turnkey solution for inmate commissary services that is compliant with all requirements of Federal and Georgia State Law.

Turnkey installation to be completed in forty-five (45) days or less from receipt of fully executed contract. If Vendor is unable to complete the work within forty-five (45) days, Effingham County reserves the right to select a different vendor. Vendor shall be responsible for all costs associated with the inmate commissary system including but not limited to: purchase of equipment, installation - including, but not limited to all electrical and any other wiring necessary for the operation of their computer systems, service, maintenance and day- to-day operation. Neither the Effingham County Board of Commissioners nor the Effingham County Prison shall have any responsibility for any costs associated with the system.

Vendor will describe in detail any alterations to the building that are necessary to facilitate the start-up of their services. Vendor will notify the County in advance of any future alterations necessary for the continued operation of their services. No alterations will be made without written approval of the County. Vendor will be responsible for the cost of any changes that need to be made in order to comply with all current and future federal and state inmate commissary regulations

Vendor is responsible for determining all wiring and software requirements and costs associated with the conversion of service from current inmate commissary providers to the successful new service provider. Successful proposer shall coordinate all details of switching out services with the current vendor, the County I.T. Director and the County Purchasing Agent.

a. **Hardware and Software:**

Vendor to supply one (1) kiosk per dorm, for three (3) dorms., and one (1) kiosk in the visitation room. Effingham County reserves the right to add to or remove from the locations services at any time and shall do so without any penalties or fees.

Kiosks will be installed in a way to avoid injury to inmates, example: no pieces easily broken, tamperproof, etc.

All vendor equipment shall comply with all GA State and FCC regulations.

The proposed equipment and system shall be scalable to meet the County's growing needs.

Vendor will grant the Effingham County Prison / Effingham County Board of Commissioners the necessary licenses to operate the hardware at no additional cost to the County.

Vendor will be responsible for keeping the hardware and software updated with complete information as to commissary items available, pricing, and other terms and conditions of sales.

Software should maintain inmate ledgers with funds placed on the inmates accounts and funds used. The system should incorporate internal controls and financial reporting and reconciliation features. Software should allow for placement of funds and recording of funds on the inmate account.

b. **Deposit Services:**

The vendor will facilitate family deposits to inmate accounts via website and IVR with a toll free phone number. The vendor will guarantee that family deposits to inmate accounts are deposited to the appropriate Effingham County Inmate Account on a nightly basis by Electronic Funds Transfer from the vendor to the County's designated account. Vendor software should allow for placement of funds and recording of funds on the inmate account through its system.

c. **Menu:**

Product selection and pricing will be agreed upon by Effingham County and the vendor. Menu selections will be reviewed as needed but no less than annually. All changes must be approved by the County. Price adjustments may be made annually on the contract anniversary date but must be reviewed and approved by Effingham County in advance of the price change. Submit sample menu(s) with proposal.

d. **Commissary Service Operations:**

On a weekly basis as agreed upon by the vendor and Effingham County, the vendor will download all inmate orders for commissary items and deliver these items to the Prison. The vendor will bag, box, and ship the commissary items to the Effingham County Prison. The Prison will be responsible for the distribution of commissary orders to the appropriate inmate when the vendor delivers the orders to the facility.

e. **Service Fee / Commission:**

Effingham County will be paid a service fee for engaging the vendor to be the sole provider of Inmate Commissary Services. The amount of this fee will be calculated as a percent of Adjusted Gross Sales and will be listed on the RFP Price Proposal Sheet provided in this RFP. Adjusted Gross Sales is defined as Gross Sales less the sales of noncommissioned items as reviewed and agreed upon by the County from the Price Proposal Sheet submitted with the proposal.

f. **Customer Service:**

Vendor to provide 24/7 customer service support via toll-free telephone number. Vendor to disclose any associated cost with this service on the Vendor's Price Proposal Form.

Vendor to provide service policies and procedures as an attachment to this proposal.

Vendors are to describe the maintenance and quality assurance programs for equipment to be installed as an attachment to this proposal.

Detail the method of determining when the system is down. Vendor shall be able to respond to all major problems within the same day. If response time will be longer than one day vendor to explain why in proposal.

Vendor to provide a contact person who will be responsible for ongoing support.

Vendors to handle all customer complaints directly. Effingham County will not be involved in customer complaints. Describe in detail customer service processes for complaints.

g. **Other Considerations:**

Each vendor may have their own special requirements that enable them to provide outstanding commissary services. Therefore, the vendor should outline these items in their proposal so that Effingham County will be able to negotiate, if necessary, these considerations.

h. **Additional Information:**

Kiosks currently on-site: 2.

Kiosks location: Dorm A (1) and Dorm B (1).

Current vendor: S.A.C.S – Smith's Automated Commissary Services.

Kiosks Owner: S.A.C.S – Smith's Automated Commissary Services.

Average daily inmate count from 01-01-15 to 01-01-16: 180.

Current commission rate: 20% on all categories (excluding postage).

Average orders per month for the last 12 months: 246.

Current spending limit per order: \$60.00.

See Attachment J for current commissary menu.

ALL ITEMS LISTED IN THE SCOPE OF WORK MUST
BE COMPLIANT WITH FEDERAL AND GEORGIA
STATE LAW AND MUST REMAIN COMPLIANT WITH
FEDERAL AND GEORGIA STATE LAW FOR THE
DURATION OF THE CONTRACT

INTENTIONALLY LEFT BLANK

PLACE THIS FORM ON TOP OF PROPOSAL

ATTACHMENT A PRICE PROPOSAL (PAGE 1)

COMPANY NAME: _____

The vendor offers to pay Effingham County Board of Commissioners, Georgia a Service Fee as defined in the RFP in the amount of:

_____ percent of Adjusted Gross Sales.

Adjusted Gross Sales is calculated as Gross Sales less the Sales of Noncommissioned Items: The following is a list of items the vendor considers to be Noncommissioned Items:

The vendor's proposed percentage will not be decreased during the full term of the contract without expressed written authorization of Effingham County Board of Commissioners.

ATTACHMENT A
PRICE PROPOSAL (PAGE 2)

If Vendor offers incentive, please list here:

INCENTIVE OFFERED :	\$
---------------------	----

Proposing Company Contact Information:

Company Name:		
Billing Address:		Telephone:
Service Address:		Telephone:
Representative Name:		
Representative Contact Address:		Telephone: E-Mail:

It is agreed by the undersigned offeror that the signature and submission of this proposal represents the vendor's acceptance of all terms, conditions and requirements of specifications and, if awarded, the proposal will become part of the contract agreement between the parties.

Signed: (sign manually, in ink) _____
 (Signature of Authorized Representative of the Company)

Name Printed: _____ Title: _____ Date: _____

EXCEPTION SHEET

If Commodity(s) and/or Service proposed in quote is in ANYWAY different from that contained in this proposal, the Bidder is responsible for clearly identifying all such differences in the space below. Otherwise, it will be assumed that the Bidder's offer is in total compliance with all aspects of the proposal.

Below are the only differences between my offer and the County's proposal:

Signature

Date

ATTACHMENT B
DRUG FREE WORKPLACE CERTIFICATION

The undersigned certifies that the provisions of Code Sections 50-24-1 through 50-24-6 of the Official Code to Georgia Annotated, related to the Drug Free Workplace have been complied with.

1. A drug-free workplace will be provided for the employees during the performance of the contract;
and;
2. Each Subcontractor under the direction of the contractor shall secure the following written certification:

_____ (Contractor) certifies to Effingham County that a drug-free workplace will be provided for the employees during the performance of this contract known as **RFP No. 16-16-002 – Inmate Commissary Services for Effingham County Prison** pursuant to paragraph (7) of subsection (B) of Code Section 50-24-3. Also, the undersigned further certifies that he/she will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the contract.

CONTRACTOR

DATE

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

____ DAY OF _____, 20____

Notary Public

My Commission Expires: _____, 20____

ATTACHMENT C**PROMISE OF NON-DISCRIMINATION STATEMENT**

Know all men by these presence, that I (We), _____, _____, _____,
Name Title Name of Vendor

(herein after "Company"), in consideration of the privilege to Bid/Propose on the following Effingham

County Procurement titled **RFP No. 16-16-002 – Inmate Commissary Services for Effingham County Prison** hereby consent, covenant, and agree as follows:

- A. No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, color, national origin or gender in connection with the Proposal submitted to Effingham County or the performance of the contract resulting there from;
- B. That it is and shall be the policy of this Company to provide equal opportunity to all business persons seeking to contract with or otherwise interested in the Company, including those companies owned and controlled by racial minorities and women; and
- C. That the promises of non-discrimination as made and set forth herein shall be continuing throughout the duration of this contract with Effingham County.
- D. That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made part of and incorporated by reference in the contract which this Company may be awarded.
- E. That the failure of this Company to satisfactorily discharge any of the promises of non-discrimination as made and set forth above may constitute a material breach of contract entitling the County to declare the contract in default and to exercise appropriate remedies including but not limited to termination of the contract.

SIGNATURE

DATE:

ATTACHMENT D**DISCLOSURE OF RESPONSIBILITY STATEMENT (page 1)**

Failure to complete and return this information will result in your bid/offer/proposal being disqualified from further competition as non-responsive.

1. List any convictions of any person, subsidiary, or affiliate of the company, arising out of obtaining, or attempting to obtain a public or private contract or subcontract, or in the performance of such contract or subcontract.
2. List any indictments or convictions of any person, subsidiary, or affiliate of this company for offenses such as embezzlement, theft, fraudulent schemes, etc. or any other offenses indicating a lack of business integrity or business honesty which affects the responsibility of the contractor.
3. List any convictions or civil judgments under states or federal antitrust statutes.
4. List any violations of contract provisions such as knowingly failing (without good cause) failing to perform, or unsatisfactory performance, in accordance with the specifications of a contract.
5. List any prior suspensions or debarments by any governmental agency.
6. List any contracts not completed on time.
7. List any penalties imposed for time delays and/or quality of materials and workmanship.
8. List any documented violations of federal or any state labor laws, regulations, or standards, and any occupational safety and health rules.

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001

DISCLOSURE OF RESPONSIBILITY STATEMENT (page 2)

I, _____, as _____
Name of individual Title & Authority

of _____, declare under oath that the above statements,
Company Name

including any supplemental responses attached hereto, are true.

Signature

State of: _____

County of : _____

Subscribed and sworn to before me on this _____ day of _____ 2016

by _____ representing him/herself to be

_____ of the company named.

Notary Public

My Commission Expires: _____, 20_____

ATTACHMENT E**CONTRACTOR AFFIDAVIT AND AGREEMENT**

By executing this affidavit, the undersigned Contactor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or corporation that is contracting with Effingham County has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91, and shall agree to use this program for any newly hired employees throughout the duration of the contract.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with Effingham County, contractor will secure from such subcontractor similar verification of compliance with O.C.G.A. § 13-10-91 on the subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. The contractor further agrees to provide notice to the County of the identity of each subcontractor hired under the contract within five (5) business days of entering into a contract for hire. Such notice shall include a copy of the Subcontractor Affidavit for each subsequent subcontractor attesting to the subcontractor's name, address, user identification number, and date of authorization to use the federal work authorization program. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the Effingham County within five (5) days of the time the subcontractor(s) is retained to perform such service.

EEV/ Basic Pilot Program* User Identification Number

BY: Authorized Officer or Agent
(Contractor Name)

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

____ DAY OF _____ 20____

Notary Public

My Commission Expires: _____, 20____

* As of the effective date of O.C.G.A. § 13-10-91, the applicable federal work authorization program is the "EEV/ Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

ATTACHMENT F**SUBCONTRACTOR AFFIDAVIT**

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation that is engaged in the physical performance of services under a contract with (name of contractor) on behalf of Effingham County has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91 and will agree to use this program for any newly hired employees throughout the duration of the contract. The subcontractor further agrees to provide a copy of the executed Subcontractor Affidavit to the contractor in order to be provided to the County within five (5) days entering into the contract for hire.

EEV / Basic Pilot Program* User Identification Number

Date of E-Verify Authorization

Address

BY: Authorized Officer or Agent
(Subcontractor Name)

Date

Title of Authorized Officer or Agent of Subcontractor

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

____ DAY OF _____, 20____

Notary Public

My Commission Expires: _____, 20____

* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/ Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

ATTACHMENT G
PRISON RAPE ELIMINATION ACT
ACKNOWLEDGEMENT STATEMENT

I understand that the Effingham County Correctional Institute has a zero tolerance policy prohibiting visitors, contractors and volunteers from having sexual contact of any nature with offenders. I agree not to engage in sexual contact with any offender while visiting a correctional institution, whether in a visiting capacity, contractor capacity, or volunteer capacity. I agree that if I witness another having sexual contact with an offender, or if someone reports such conduct to me, that I will immediately report it to a corrections employee. I understand that my authorization to enter a correctional institution is conditioned on my agreement not to engage in sexual contact of any nature with any offender and to report such conduct when I learn of it. I also understand that if I violate this agreement I will be permanently banned from entering all Georgia correctional institutions, and that the Effingham County correctional institute may pursue criminal prosecution. I understand that if I should learn of an incident involving sexual abuse or sexual harassment of an offender I will report it to the supervisor in charge immediately.

 CONTRACTOR

 DATE

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

____ DAY OF _____, 20____

Notary Public

My Commission Expires: _____, 20____

ATTACHMENT H**NO-BID STATEMENT**

In an effort to make the procurement of construction, goods and services for Effingham County as competitive as possible, we are soliciting information from contractors and or vendors who cannot Bid. Your "responsiveness" and "constructive" comments will be appreciated. Completion of this form will assist us in evaluating factors which relate to the competitiveness of our Proposals. Please check any of the boxes below which may apply.

- ☐ Specifications - Restrictive, too "tight", unclear, specialty item, geared toward one (1) brand or manufacturer only. (Explain below)
- ☐ Manufacturing - Unique item, production time for model or item has expired, etc.
- ☐ Proposal Time - Insufficient time to properly respond to Proposal or bid.
- ☐ Delivery Time - Specified delivery time cannot be met.
- ☐ Payment - Delay in payment terms. Please be specific.
- ☐ Bonding - We are unable to meet bonding requirements.
- ☐ Insurance - We are unable to meet insurance requirements.
- ☐ Removal - From Vendors list for this particular commodity or service.
- ☐ Keep - Our Company on your Vendors list for future reference.
- ☐ Project is - Too Large ____ Too Small _____
- ☐ Site Location Too Distant.
- ☐ Miscellaneous - Do not wish to Bid, do not handle this type of item (s), unable to compete, contract clause (s) not acceptable, etc. Please be specific.

CONSTRUCTION PROJECTS: Please provide reason for obtaining a Proposal package. Check one below.

Interest in this project as a:

Prime Contractor _____

Sub-Contractor _____

Supplier _____

RFP No: RFP No. 16-16-002 **Title:** Inmate Commissary Services for Effingham County Prison

Signature: _____

Telephone Number: _____

Firm Name: _____

ATTACHMENT I

**Legal Notice
Request for Proposal**

RFP No. 16-16-002 – Inmate Commissary Services for Effingham County Prison

Effingham County, Georgia is seeking proposals from firms interested in providing Inmate Commissary services for Effingham County Prison.

Sealed proposals are due by **10.00am (local time) Tuesday April 5th, 2016** and must be mailed or hand delivered to the Effingham County Purchasing Office, 601 N. Laurel Street, Springfield, GA 31329.

A copy of this Request for Proposal is available at the address listed above or online at www.effinghamcounty.org - Purchasing tab. For additional information please contact, Fiona Charleton at (912) 754-2159 or via email: fcharleton@effinghamcounty.org

EFFINGHAM COUNTY RESERVES THE RIGHT TO REJECT ANY/AND ALL PROPOSALS AND TO WAIVE ALL FORMALITIES. "EFFINGHAM COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER, M/F/H, ALL VENDORS ARE TO BE EQUAL OPPORTUNITY EMPLOYERS".

ATTACHMENT J

Item XII. 7.

ID:

Printed Name:

Revised
1/15/2016

Location:

Signature:

*I authorize the deduction of funds to pay for the items selected.

Date:

MEDICAL								
1001	Anti-Fungal Cream	3.15	4007	Fanta Grape - 20 oz	1.52	5083	Big Haus Mesquite Beef Stick 5oz	2.82
1002	Hydrocortisone Cream	2.15	4008	Fanta Strawberry - 20 oz	1.52	5084	Grape Jelly Squeeze Pouch	0.35
1003	Oral Pain Relief Gel	2.15	4009	Diet Coke 20oz	1.52	5087	Pouch Sardines in Oil 3.53oz	1.64
1004	Muscle Rub Cream	2.15	4019	Maxima Instant Coffee 3 oz.	3.88	5088	Pouch Sardines in Hot Sauce 3.53oz	1.64
1006	Chapstick Ind.	2.11	4020	Colombian Coffee 3.3oz w/Zip-Loc	4.94	5090	Titito's Jalpeno Slices	0.65
1007	Ibuprofen- 2 pack	0.86	4021	Maxima Spray Dried Coffee - 2 oz	1.90	5093	Cocoa Puffs Cereal Bar	0.42
1011	Halls Reg. Cough Drops	1.56	4026	SS Hot Cocoa 10ct BX	3.35	6100	Hot Pork Skins 1 oz	0.68
1012	Hemorrhoid Ointment	2.15	4026	Sweet Thing (10)	0.68	6101	BBQ Pork Skins 1 oz	0.68
1013	Tums	1.66	4027	Sugar (10)	0.68	6103	Lays Salt & Vinegar LSS	0.59
PERSONAL HYGIENE			4028	Coffee Creamer (10)	0.75	6104	Sour Cream & Onion Chip LSS	1.06
2001	Deodorant Stick 1.6 oz	1.72	4030	Lemonade 6 oz Bag	1.72	6106	Lays Regular Chip LSS	1.06
2002	Mennen Speed Stick 2oz Reg	3.65	4031	Tropical Punch 6 oz Bag	1.72	6108	Doritos Nacho Cheese LSS	1.06
2003	Suave A/P Solid	3.59	4032	Cherry 6 oz Bag	1.72	6108	Fritos BBQ Corn Chip LSS	1.06
2004	1.5 oz Roll-On Deo. Stick	0.82	4033	Grape 6 oz Bag	1.72	6109	Hot Buffalo Wing Chip	0.59
2006	PC Men's Stick Deo. Freshscent	1.98	4034	Orange 6 oz Bag	1.72	6110	Jalapeno Chip	0.59
2007	PC Ladies Stick Deo. Powder fresh	1.98	4037	Iced Tea 6 oz Bag	1.72	6111	Bacon Cheddar Fries	0.64
2010	V05 Shampoo 12.5 oz	2.45	4100	Instant Non-Fat Dry Milk 4oz	2.89	6112	Puffed Cheetos	0.65
2011	V05 2-N-1 12.5OZ	2.81	CHIPS / SNACKS			6113	Kosher Dill Chips	0.59
2012	Dandruff Shampoo 13.5oz.	2.91	5000	Choc Chip Creme Pies 8ct/bx	2.06	6114	Lance White Cheddar Popcorn	0.59
2013	2 oz. Shampoo & Body Bath	0.81	5001	Grand Iced Honey Bun	1.09	6115	Cheez-It 1.5oz	0.70
2014	V05 Conditioner 12.5 oz	2.45	5002	Glazed Honey Bun	0.95	6116	Snyders Jalap. Pret. Pieces	0.95
2020	Ivory Soap 3.1 oz	1.34	5004	Oatmeal Cream Pie 8ct/bx	2.06	6117	Snyders Hot Buffalo Pieces	0.95
2021	Dial Gold Soap 3.5 oz	1.50	5005	Buddy Bar 6/2pk Bx	3.06	6118	RoldGold Tiny Twist LSS	1.06
2022	Irish Spring 3.2oz	1.42	5006	Swiss Roll 6/2pk Bx	3.06	6122	Zapp's Voodoo Chip 1.5oz	0.85
2023	Lever 2000 w/ Aloe	2.11	5007	Pecan Spins 8ct	2.52	6123	Buffalo Wing Bleu Cheese LSS	0.75
2024	1.5 Ind. Soap	0.34	5008	Snack Crackers (bx)	4.58	6125	Lays BBQ LSS	1.06
2029	Soap Dish	1.14	5009	Cheese Cracker (bx)	2.97	6126	Snyders Honey Mustard Onion Pret. Pi	0.95
2030	Close-Up Toothpaste	3.31	5010	Moonpie - Banana	0.87	6127	Cheetos Jalp. Cheddar LSS	1.06
2031	Colgate TP 4.6 oz	2.72	5011	Moonpie - Chocolate	0.87	6128	Ruffles Cheddar S-Cream LSS	1.06
2032	Ind. Toothpaste 1.5 oz	1.12	5012	Moonpie - Vanilla	0.87	6130	Cup Soup - Shrimp	0.91
2035	Toothbrush Holder	1.14	5013	Saltines 4pk/bx	3.66	6131	Cup Soup - California Vegetable	0.91
2037	Medium TEK Toothbrush	1.14	5014	Chocolate Cupcake 4oz 2pk	1.17	6132	Ninas Menudo Mix	1.12
2040	4 oz Hand and Body Lotion	1.14	5016	Fudge Brownie 2.75 oz	1.12	6134	Cup Soup - Hot & Spicy Chicken	0.91
2041	Cocoa Butter 20 oz Lotion	2.28	6020	Grilled Cheese Cracker	0.69	6135	Cup Soup - Beef	0.91
2042	Suave Skin Care Lotion	5.19	6021	Toastchee PB Cracker	0.69	6136	Cup Soup - Chicken	0.91
2043	Suave Cocoa Butter Lotion	5.19	6022	Cream Cheese & Chive Cracker	0.69	6140	Chili Ramen Soup - Bag	0.64
2044	PC Aloe Lotion 20oz	2.28	6023	Jalapeno Cheddar Cracker	0.69	6141	Beef Ramen Soup - Bag	0.64
2058	Murray's Pomade 3oz	3.86	6026	Salted Peanuts 3.5oz	1.26	6142	Cajun Chicken Ramen Soup - Bag	0.64
2059	Majic Cream Shave 6oz Tube	6.20	6026	Honey Roasted Peanuts 3.5oz	1.26	6143	Picante Beef Ramen Soup - Bag	0.64
2060	Lusti's Pomade 4oz	2.28	6028	Sweet & Spicy Trail Mix	0.82	6144	Hot-n-Spicy Veg. Ramen Soup - Bag	0.64
2061	Royal Crown 4oz	3.22	6029	Rice Krispie Treat	1.12	6145	Chicken Ramen Soup - Bag	0.64
2062	Hair Styling Gel	5.71	6030	Granola Bar - Oats & Honey	0.89	6146	Shrimp Ramen Soup - Bag	0.64
2063	Palm Brush	1.81	6031	Blazin Hot Pnuts 3.5oz	1.26	6148	Funyuns LSS	1.06
2064	Black Comb 5 in	0.29	6032	Sharp Cheese Spread 8oz	3.15	6149	Cool Ranch Doritos LSS	1.06
2066	3 oz Brushless Shave Cream	2.29	6033	Crunch-n-Munch	2.64	6166	Hot n Spicy Cheez-it	0.70
2067	4oz Medicated Skin Cream	3.09	6034	Jalapeno Cheese 8oz.	3.15	6301	Malt-O-Meal Coco Roos 12oz	4.89
2068	Q-Tips	2.29	6036	Mix'n Yogurt 2oz	0.94	6302	Malt-O-Meal Fruity Dyno-Bites 13oz	4.89
2069	Baby Powder 4 oz	1.19	6039	Chocolate Creme Cookies 5oz	1.08	6303	Malt-O-Meal Tootie Fruities 12.5oz	4.97
2070	Baby Oil 4 oz	1.14	6040	Peanut Butter Granola Bar	0.89	6304	Malt-O-Meal Frosted Flakes 15oz	4.89
2071	Petroleum Jelly 4 oz	1.72	6041	Oreo Cookies	0.85	6320	Instant Oatmeal Variety 10pk	4.44
MISC			6042	Chocolate Chip Cookies	1.08	6330	Butter Instant Grits Bx (12pk)	4.79
3001	Greeting Card - Thinking Of You	1.42	6043	Strawberry Cookies 5oz	1.08	CANDY		
3002	Greeting Card - Love You	1.42	6044	Peanut Butter Cookies 5oz	1.08	6001	Hershey W/Almond	1.19
3003	Greeting Card - Birthday Adult	1.42	6045	Vanilla Cookies 5oz	1.08	6002	Hershey Milk Chocolate	1.19
3004	Greeting Card - Birthday Child	1.42	6046	Duplex Cookies 5oz	1.08	6003	Kit Kat	1.19
3005	Greeting Card - Seasonal/Holiday	1.42	6047	Lemon Cookies 5oz	1.08	6005	Reese's Peanut Butter Cup	1.19
3016	Playing Cards	1.82	6048	Iced Oatmeal Cookie 5oz	1.08	6006	Milky Way	1.19
3017	Plastic Coffee Mug 12oz	1.14	6050	SugarFree Vanilla Wafers 1.6oz	0.86	6007	Snickers Bar	1.19
3018	Cereal Bowl w/ Lid 23oz	1.52	6051	Grandma's Choc. Chip Cookies 2.5oz	0.86	6008	M&M Peanut	1.19
3022	Black Ink Pen	0.34	6056	Strawberry Pop-Tart 2pk	1.17	6009	M&M Plain	1.19
3023	Flexible Pen	0.34	6056	Blueberry Pop-Tart 2pk	1.17	6010	3 Musketeers	1.19
3024	Writing Pad Gummed 8.5x11	1.48	6057	Hershey's Choc. Donuts 6pk	1.16	6011	Baby Ruth	1.19
3025	Plain Envelope	0.12	6058	Refried Beans w/ Jalapenos 8oz.	2.37	6012	Butterfinger	1.19
3026	Stamped Envelope	0.64	6059	Instant Red Beans and Rice 4.4oz	2.12	6014	Skittles - Orig	1.19
3027	Manilla Envelope	0.22	6061	Pre-Cooked Rice Bag	1.80	6019	Atomic Fireballs 4oz Bag	1.56
3028	Stamp	0.49	6062	Flour Tortilla	1.88	6020	Jolly Rancher - Asst. 4 oz Bag	1.50
3029	Book of 20 Stamps	9.80	6063	Chili w/ Beans Pouch	3.08	6021	Starlight Mints - 4 oz	1.46
3030	AA Batteries (4)	3.75	6064	Beef Stew Pouch	3.08	6024	Chick-O-Stick 3oz Bag	1.30
3031	AAA Batteries (4)	3.75	6065	Tuna in a Pouch 6oz	2.62	6025	Tootsie Pop	0.35
3032	Crossword Puzzle	1.86	6066	Chicken Vienna Sausage (Bite Size) Pk	1.50	6027	Twix Caramel	1.19
3036	Bicycle Poker Cards	5.75	6067	Span Pouch	3.47	6031	Jawbreakers	1.11
3037	Pinochle Cards	2.68	6068	Beef Jerky Pouch 1oz.	1.79	6035	Mix Berry Fruit Snack	1.06
3039	Uno Cards	10.02	6069	Sweet 'n Salty Mix 2oz	0.94	6036	Strawberry Fruit Snacks	1.06
3040	Sudoku Puzzle	1.86	6070	Beef-n-Cheese Stick	1.00	CLOTHING		
3041	Word Search Book	1.86	6071	TB Twin Salami 1oz	1.00	7006	Med. Shower Shoe	2.29
BEVERAGES			6073	Spicy Sausage	0.91	7007	Large Shower Shoe	2.29
4001	Coke - 20 oz	1.52	6076	Dill Pickle	1.42	7008	XL Shower Shoe	2.29
4002	Coke Zero - 20 oz	1.52	6077	Hot Pickle	1.42	7010	Boxer Short - 3XL	4.06
4003	Sprite - 20 oz	1.52	6078	Panola Hot Sauce	1.27	7011	Boxer Short - 2XL	4.06
4004	Mr. Pibb - 20 oz	1.52	6079	Peanut Butter Squeeze Pouch	0.86	7012	Boxer Short - XL	3.60
4006	Mellow Yellow - 20 oz	1.52	6081	Mayonnaise Squeeze Pouch	0.35	7013	Boxer Short - L	3.60
4006	Fanta Orange - 20 oz	1.52	6082	Big Haus Original Beef Stick 5oz	2.82	7014	Boxer Short - Med	3.60
				Big Haus Hot Jalp. Beef Stick 5oz	2.82	7016	Boxer Short - Sm	3.60

ATTACHMENT J

Item XII. 7.

ID: _____ Printed Name: _____

Location: _____ Signature: _____

Revised
1/15/2016

Date: _____

*I authorize the deduction of funds to pay for the items selected.

7030	___ Thermal Bottom - Small	7.30
7031	___ Thermal Bottom - Medium	7.30
7032	___ Thermal Bottom - Large	7.30
7033	___ Thermal Bottom - XL	7.30
7034	___ Thermal Bottom - 2XL	8.57
7035	___ Thermal Bottom - 3XL	8.57
7036	___ Thermal Top - Small	7.30
7037	___ Thermal Top - Medium	7.30
7038	___ Thermal Top - Large	7.30
7039	___ Thermal Top - XL	7.30
7040	___ Thermal Top - 2XL	8.57
7041	___ Thermal Top - 3XL	8.57
7064	___ Sports Bra - 32	6.45
7065	___ Sports Bra - 34	6.45
	SPECIAL	
8000	___ SPECIAL!! Coconut Macaroon Cooki-	1.01
8017	___ Seasonal Special !!! Creme Filled Suga	0.71

*ALL SALES FINAL CHECK ORDER AT DELIVERY
 *\$80.00 Maximum per week. Prices include sales tax.
 *Seasonal Cards will be available for Valentines Day,
 Easter, Mothers Day, Fathers Day, Thanksgiving &
 Christmas. *STORE ORDERS GO IN AT 9:00 AM ON
 TUESDAY MORNING AND ISSUED OUT ON
 WEDNESDAY AFTERNOON. *FUNDS ARE
 NORMALLY POSTED TO YOUR ACCOUNT ON
 MONDAYS, TUESDAYS, AND FRIDAYS.

Addendum No.1

RFP No. 16-16-002 – Inmate Commissary Services for Effingham County Prison

**SUPPLEMENTAL INFORMATION
ADDENDUM NO. 1**

PROJECT: RFP No. 16-16-002 – Inmate Commissary Services for Effingham County Prison

CONTACT: Fiona Charleton, Purchasing Agent
912-754-2159 fcharleton@effinghamcounty.org

DATE ISSUED: March 28, 2016

RFP No.16-16-002 dated March 2016 is hereby amended as noted herein: BIDDER TO ACKNOWLEDGE RECEIPT OF ADDENDUM BY SIGNING ON THE SIGNATURE LINE BELOW AND INCLUDING A COPY WITH SUBMITTED BID. FAILURE TO DO SO MAY, AT THE OWNER’S DISCRETION, SUBJECT THE BIDDER TO DISQUALIFICATION

ADDITIONAL INFORMATION / SPECIFICATIONS FOR THE RFP:

The county would like to start including “monthly packages” to include (but not limited to) items such as tennis shoes, sunglasses, towels, wash cloths etc.

The county would like to include a lot more product – seasonal items etc.

County will have say over product i.e. generic brand as opposed to name brand tennis shoes etc. If the product is less expensive, the volume of sales will go up and everyone will benefit.

Fees are a big part of this bid. The county does not want the inmates to get an inferior product due to vendor fees being high.

The county requires 4 (four) kiosks, 1 (one) in each dorm and 1 (one) in the visitation/family room.

The inmates need to be able to check their account balances and also communicate with the warden via the kiosks.

County would like the product to be delivered by dormitory.

Vendor is 100% responsible for connectivity.

The County will ensure that any sub-contractors working for the successful vendor will be dealt with in an expeditious manner.

Please submit documents’ showing how you’re reporting is done; what reports you have; how the reports are run; what details the reports show - to what level i.e. the subsidiary ledgers pertaining to the inmates accounts. We currently create journal entries but would like to transmit the data directly so we need to know how the file formats are so that we can pull that in directly. How does your system interface? We need to know if there will be an issue with our accounting software.

RFP No. 16-16-002 – Inmate Commissary Services for Effingham County Prison

Please describe in your proposal how inmates can be restricted from ordering certain items every month, such as tennis shoes.

Please describe the security protocols your company have in place to protect the inmates personal information.

Please describe how the county accesses information – is there a web based system?

Is there a way that the inmates can be restricted from ordering certain items every month, such as tennis shoes?

- 1) QUESTION: Does the County import from lockdown to their system?
ANSWER: Not currently.
- 2) QUESTION: Does the County want to import from lockdown to their system?
ANSWER: Yes.
- 3) QUESTION: Does the county want to import on a weekly basis?
ANSWER: A daily basis is preferable.
- 4) QUESTION: What is your current population?
ANSWER: 192.
- 5) QUESTION: Will Dormitory C be included in this bid? Are they considered in the ADP?
ANSWER: No and no.
- 6) QUESTION: Is there a specific reason why the kiosks are not currently connected?
ANSWER: County pulled data for previous vendor, but there was no power to the kiosks where the current vendor had placed them.
- 7) QUESTION: Other than the current commissary vendor, are there any other programs being offered as far as an inmate package program?
ANSWER: Only from inmate families. The county would like to eliminate that and let the commissary provider be the sole provider.
- 8) QUESTION: Who is the current food service provider
ANSWER: Aramark.
- 9) QUESTION: Will the kiosks be the same?
ANSWER: Yes.
- 10) QUESTION: How many current kiosks are there and where are they located?
ANSWER: 1 (one) in A dorm and 1 (one) in B dorm. They are mounted on the wall, but they are not connected and have never been used.
- 11) QUESTION: Is a deposit kiosk required?
ANSWER: Yes. A deposit kiosk can be installed inside the entrance lobby of the prison, before the metal detectors.
- 12) QUESTION: What is an acceptable fee for cash deposits made in the deposit kiosk?
ANSWER: Vendor to list fees charged.

RFP No. 16-16-002 – Inmate Commissary Services for Effingham County Prison

- 13) QUESTION: Will the successful vendor be responsible for emptying the deposit kiosk?
ANSWER: Yes.
- 14) QUESTION: How much money can the families bring into the prison?
ANSWER: Currently paper money is contraband. Coins can be brought in for use in the vending machines located in the visitation/family room.
NOTE: This item has been rectified as the deposit kiosk will be located in the entrance lobby, so no paper money needs to be brought past the metal detector.
- 15) QUESTION: Will there be a fee for depositing funds into the kiosk?
ANSWER: Vendor to list fees charged.
- 16) QUESTION: Do the vending machines in the visitation/family room belong to the current vendor?
ANSWER: No – they are owned by a local vendor and the contents are supplied at cost. The County gets no commission from the vending machines.
- 17) QUESTION: The 2 (two) current kiosks – do they have power?
ANSWER: No.
- 18) QUESTION: Can vendor use the data lines?
ANSWER: The County currently hosts the vendor information on our servers, but is requesting a “turn-key” totally supported solution that would not require using county server space. The two data lines that are in place now are not terminated and are run from the ceiling above the kiosk to the county wire room not to the external wire room.
- 19) QUESTION: Does the County have a vendor of choice for help with install?
ANSWER: No. The County CANNOT recommend any particular vendor, but can supply a list of vendors from their vendor list.
- 20) QUESTION: Who is the current phone provider?
ANSWER: Infinity Networks, Inc.
- 21) QUESTION: What is the current JMS?
ANSWER: Department Of Corrections: Scribe.
- 22) QUESTION: What was the annual commissary revenue for the past three years broken down by month?
ANSWER: 2013 - \$14,506.43; 2014 - \$14,852.70; 2015 - \$20,419.53 (See ATTACHMENT A).
- 23) QUESTION: Is Current Sales including any phone card sales?
ANSWER: Yes– through phone vendor.
- 24) QUESTION: How many indigent inmates?
ANSWER: As of 03.28.16 – 113.
- 25) QUESTION: Can you please provide the monthly detailed sales summaries, which show which items are being sold, for the last 12 months?
ANSWER: See ATTACHMENT B.

RFP No. 16-16-002 – Inmate Commissary Services for Effingham County Prison

- 26) QUESTION: Can we use the prison network or are we expected to install our own network?
ANSWER: The vendor would be required to install their own network.
- 27) QUESTION: Could finance please provide a specific list of reports that they are looking for?
ANSWER: For the reports that accompany the commission check, the county requires the following reports (by inmate): receipts in; purchases made; commission charged to inmate; commission given to county; inmate account balance at time of check.
- 28) QUESTION: In looking at the commission statements provided at the pre-bid meeting is the assumption of \$102,000 in Commissionable Sales for 2015 accurate?
ANSWER: Yes.
- 29) QUESTION: Is the current commissary vendor interfaced with your Jail Management System vendor?
ANSWER: No they are two separate systems.
- 30) QUESTION: Please provide the following:
- Jail Management System company name and contact person:
ANSWER: SCRIBE – (In House) Department of Corrections – Tammy McGowan.
 - Jail Management System company contact's phone number:
ANSWER: 404-987-3955.
 - Jail Management System company contact's email address:
ANSWER: Tammy.McGowan@gdc.ga.gov.
- 31) QUESTION: How do inmates purchase phone time?
ANSWER: Phone cards or family set up an account through telephone vendor.
- 32) QUESTION: Would the county be more interested in selling electronic phone time, eliminating the need for phone cards
ANSWER: Yes.
- 33) QUESTION: Will the vendor be able to utilize the existing County network and internet connection
ANSWER: No, the vendor would be required to install their own network and internet connection.
- 34) QUESTION: Does Aramark currently sell food to inmates through their Fresh Favorites program. a.If so what is sold and what are the current sales for December, January, and February? b. If so what is the commission rate on these products?
ANSWER: No.
- 35) QUESTION: Page 15, 5.1 a., asks for one kiosk each for three dorms. With kiosks already in Dorm A and Dorm B per page 16 is there wiring and a network connection already in place in the 3rd dorm needing a kiosk?
ANSWER: Currently there is no electrical outlet for any of the Dorm kiosk. There is no network cable pulled to the 3rd dorm.

RFP No. 16-16-002 – Inmate Commissary Services for Effingham County Prison

- 36) QUESTION: Is there wiring and a network connection already in place for the visitation kiosk?
ANSWER: No.
- 37) QUESTION: Should all vendors include a copy of their Money Transmitter License for Georgia in their response to be compliant with the statement at the bottom of page 16?
ANSWER: Yes.
- 38) QUESTION: Page 3, Document Checklist, it states to submit the documentation in the following order of shown as **REQUIRED**. The instructions to bidder's document is not listed as required. Where should that document be included in the response?
ANSWER: Please place with the "REQUIRED" documents at the front of your proposal.
- 39) QUESTION: Is the Bid/Quote Submittal form mentioned on Page 3, Document Checklist the same thing as Attachment A?
ANSWER: Yes.
- 40) QUESTION: Page 11, 3.7 Format of Responses states the order of proposal content including items A.-E. Should this section of the proposal follow all of the items addressed in the Document Checklist?
ANSWER: Yes. Please place items listed in the document checklist as "REQUIRED" at the front of your proposal.
- 41) QUESTION: Is section E. Appendices on page 12, 3.7 Format of Response, where proposers should include their response to the items outlined in Section 5.1 Scope of Work since the Scope of Work is not addressed in sections A-D of the response format?
ANSWER: Yes.
- 42) QUESTION: Our kiosks and software are web based applications. Would we be able to use the prison's network to connect?
ANSWER: No, the vendor would be required to install their own network and internet connection.
- 43) QUESTION: On the inmate kiosks, will you allow inmates to send and receive email from family and friends (secure system)?
ANSWER: No.

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ATTACHMENT A - RESPONSES TO QUESTION 22

S.A.C.S.

COMMISSARY COMMISSION – 2013		
	JANUARY	\$1,234.24
	FEBRUARY	\$1,135.52
	MARCH	\$1,209.05
	APRIL	\$1,703.59
	MAY	\$1,173.66
	JUNE	\$1,194.83
	JULY	\$1,199.81
	AUGUST	\$1,019.09
	SEPTEMBER	\$1,138.22
	OCTOBER	\$1,270.96
	NOVEMBER	\$1,069.81
	DECEMBER	\$1,157.65
	TOTAL	\$14,506.43

COMMISSARY COMMISSION – 2014		
	JANUARY	\$754.22
	FEBRUARY	\$1,014.12
	MARCH	\$1,190.62
	APRIL	\$ 1,483.72
	MAY	\$1,249.28
	JUNE	\$1,199.92
	JULY	\$1,438.30
	AUGUST	\$1,147.29
	SEPTEMBER	\$1,482.18
	OCTOBER	\$1,221.03
	NOVEMBER	\$1,167.18
	DECEMBER	\$1,504.84
	TOTAL	\$14,852.70

COMMISSARY COMMISSION – 2015		
	JANUARY	\$1,289.27
	FEBRUARY	\$1,878.29
	MARCH	\$2,678.85
	APRIL	\$1,793.58
	MAY	\$1,775.98
	JUNE	\$2,091.60
	JULY	\$1,514.53
	AUGUST	\$1,393.25
	SEPTEMBER	\$1,794.51
	OCTOBER	\$1,328.63
	NOVEMBER	\$1,270.37
	DECEMBER	\$1,610.67
	TOTAL	\$20,419.53

ATTACHMENT B - RESPONSE TO QUESTION 25

Commissary 100-38-9001-9 Product Sales

Period 3/1/2015 12:00 AM to 3/31/2015 11:59 PM Accounts: Checking

Code	Product	Qty	Price	SubTTL	Tax
1011	Halls Reg. Cough Drops	1	\$1.56	\$1.56	\$0.00
2003	Suave A/P Solid	4	\$3.59	\$14.36	\$0.00
2020	Ivory Soap 3.1 oz	1	\$1.34	\$1.34	\$0.00
2021	Dial Gold Soap 3.5 oz	5	\$1.50	\$7.50	\$0.00
2022	Irish Spring 3.2oz	8	\$1.42	\$11.36	\$0.00
2023	Lever 2000 w/ Aloe	6	\$2.11	\$12.66	\$0.00
2030	Close-Up Toothpaste	1	\$3.31	\$3.31	\$0.00
2031	Colgate TP 4.6 oz	8	\$2.72	\$21.76	\$0.00
2035	Toothbrush Holder	1	\$1.14	\$1.14	\$0.00
2058	Murray's Pomade 3oz	1	\$3.86	\$3.86	\$0.00
2061	Royal Crown 4oz	1	\$3.22	\$3.22	\$0.00
2063	Palm Brush	2	\$1.81	\$3.62	\$0.00
2069	Baby Powder 4 oz	2	\$1.19	\$2.38	\$0.00
2070	Baby Oil 4 oz	2	\$1.14	\$2.28	\$0.00
2071	Petroleum Jelly 4 oz	2	\$1.72	\$3.44	\$0.00
3001	Greeting Card - Thinking Of You	13	\$1.42	\$18.46	\$0.00
3002	Greeting Card - Love You	8	\$1.42	\$11.36	\$0.00
3003	Greeting Card - Birthday Adult	4	\$1.42	\$5.68	\$0.00
3004	Greeting Card - Birthday Child	3	\$1.42	\$4.26	\$0.00
3005	Greeting Card - Seasonal/Holiday	4	\$1.42	\$5.68	\$0.00
3015	Playing Cards	2	\$1.82	\$3.64	\$0.00
3017	Plastic Coffee Mug 12oz	1	\$1.14	\$1.14	\$0.00
3018	Cereal Bowl w/ Lid 23oz	5	\$1.52	\$7.60	\$0.00
3022	Black Ink Pen	5	\$0.34	\$1.70	\$0.00
3023	Flexible Pen	1	\$0.34	\$0.34	\$0.00
3024	Writing Pad Gummed 8.5x11	5	\$1.48	\$7.40	\$0.00
3025	Plain Envelope	37	\$0.12	\$4.44	\$0.00
3026	Stamped Envelope	50	\$0.64	\$32.00	\$0.00
3027	Manilla Envelope	6	\$0.22	\$1.32	\$0.00
3028	Stamp	70	\$0.49	\$34.30	\$0.00
3030	AA Batteries (4)	10	\$3.75	\$37.50	\$0.00
3031	AAA Batteries (4)	3	\$3.75	\$11.25	\$0.00
4001	Coke - 20 oz	68	\$1.52	\$103.36	\$0.00
4003	Sprite - 20 oz	52	\$1.52	\$79.04	\$0.00
4004	Mr. Pibb - 20 oz	35	\$1.52	\$53.20	\$0.00
4005	Mellow Yellow - 20 oz	37	\$1.52	\$56.24	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
4006	Fanta Orange - 20 oz	39	\$1.52	\$59.28	\$0.00
4007	Fanta Grape - 20 oz	40	\$1.52	\$60.80	\$0.00
4008	Fanta Strawberry - 20 oz	138	\$1.52	\$209.76	\$0.00
4019	Maxima Instant Coffee 3 oz.	185	\$3.88	\$717.80	\$0.00
4020	Colombian Coffee 3.3oz w/Zip-Loc	45	\$4.94	\$222.30	\$0.00
4021	Maxima Spray Dried Coffee - 2 oz	8	\$1.90	\$15.20	\$0.00
4025	SS Hot Cocoa 10ct BX	2	\$3.35	\$6.70	\$0.00
4026	Sweet Thing (10)	5	\$0.68	\$3.40	\$0.00
4027	Sugar (10)	7	\$0.68	\$4.76	\$0.00
4028	Coffee Creamer (10)	3	\$0.75	\$2.25	\$0.00
4030	Lemonade 6 oz Bag	40	\$1.72	\$68.80	\$0.00
4031	Tropical Punch 6 oz Bag	76	\$1.72	\$130.72	\$0.00
4032	Cherry 6 oz Bag	70	\$1.72	\$120.40	\$0.00
4033	Grape 6 oz Bag	30	\$1.72	\$51.60	\$0.00
4034	Orange 6 oz Bag	35	\$1.72	\$60.20	\$0.00
4100	Instant Non-Fat Dry Milk 4oz	7	\$2.89	\$20.23	\$0.00
5000	Choc Chip Creme Pies 8ct\bx	22	\$2.06	\$45.32	\$0.00
5001	Grand Iced Honey Bun	1531	\$1.09	\$1668.79	\$0.00
5002	Glazed Honey Bun	575	\$0.95	\$546.25	\$0.00
5004	Oatmeal Cream Pie 8ct\Bx	7	\$2.06	\$14.42	\$0.00
5005	Buddy Bar 6/2pk Bx	16	\$3.06	\$48.96	\$0.00
5006	Swiss Roll 6/2pk Bx	8	\$3.06	\$24.48	\$0.00
5008	Snack Crackers (bx)	1	\$4.58	\$4.58	\$0.00
5009	Cheese Cracker (bx)	9	\$2.97	\$26.73	\$0.00
5010	Moonpie - Banana	15	\$0.87	\$13.05	\$0.00
5011	Moonpie - Chocolate	8	\$0.87	\$6.96	\$0.00
5012	Moonpie - Vanilla	50	\$0.87	\$43.50	\$0.00
5013	Saltines 4pks/bx	5	\$3.66	\$18.30	\$0.00
5014	Chocolate Cupcake 4oz 2pk	18	\$1.17	\$21.06	\$0.00
5020	Grilled Cheese Cracker	197	\$0.69	\$135.93	\$0.00
5021	Toastchee PB Cracker	10	\$0.69	\$6.90	\$0.00
5022	Cream Cheese & Chive Cracker	32	\$0.69	\$22.08	\$0.00
5023	Jalpeno Cheddar Cracker	1	\$0.69	\$0.69	\$0.00
5024	BOLDS! Buff. Wing / Blue Cheese Cracker	332	\$0.71	\$235.72	\$0.00
5025	Salted Peanuts 3.5oz	6	\$1.26	\$7.56	\$0.00
5026	Honey Roasted Peanuts 3.5oz	79	\$1.26	\$99.54	\$0.00
5028	Sweet & Spicy Trail Mix	22	\$0.82	\$18.04	\$0.00
5029	Rice Krispie Treat	17	\$1.12	\$19.04	\$0.00
5030	Granola Bar - Oats & Honey	23	\$0.89	\$20.47	\$0.00
5031	Blazin Hot P'nuts 3.5oz	3	\$1.26	\$3.78	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5032	Sharp Cheese Spread 8oz	2	\$3.15	\$6.30	\$0.00
5033	Crunch-n-Munch	2	\$2.64	\$5.28	\$0.00
5034	Jalapeno Cheese 8oz.	5	\$3.15	\$15.75	\$0.00
5036	Mix'n Yogurt 2oz	26	\$0.94	\$24.44	\$0.00
5039	Chocolate Creme Cookies 5oz	1	\$1.08	\$1.08	\$0.00
5040	Peanut Butter Granola Bar	48	\$0.89	\$42.72	\$0.00
5041	Oreo Cookies	5	\$0.85	\$4.25	\$0.00
5042	Chocolate Chip Cookies	10	\$1.08	\$10.80	\$0.00
5043	Strawberry Cookies 5oz	49	\$1.08	\$52.92	\$0.00
5044	Peanut Butter Cookies 5oz	51	\$1.08	\$55.08	\$0.00
5045	Vanilla Cookies 5oz	9	\$1.08	\$9.72	\$0.00
5046	Duplex Cookies 5oz	9	\$1.08	\$9.72	\$0.00
5047	Lemon Cookies 5oz	5	\$1.08	\$5.40	\$0.00
5048	Iced Oatmeal Cookie 5oz	18	\$1.08	\$19.44	\$0.00
5050	SugarFree Vanilla Wafers1.6oz	2	\$0.86	\$1.72	\$0.00
5051	Grandma's Choc. Chip Cookies 2.5oz	21	\$0.86	\$18.06	\$0.00
5055	Strawberry Pop-Tart 2pk	38	\$1.17	\$44.46	\$0.00
5056	Blueberry Pop-Tart 2pk	4	\$1.17	\$4.68	\$0.00
5058	Refried Beans w/ Jalapenos 8oz.	48	\$2.37	\$113.76	\$0.00
5059	Instant Red Beans and Rice 4.4oz	12	\$2.12	\$25.44	\$0.00
5061	Pre-Cooked Rice Bag	28	\$1.80	\$50.40	\$0.00
5062	Flour Tortilla	36	\$1.88	\$67.68	\$0.00
5063	Chili w/ Beans Pouch	18	\$3.08	\$55.44	\$0.00
5065	Tuna in a Pouch 6oz	108	\$2.62	\$282.96	\$0.00
5066	Chicken Vienna Sausage (Bite Size) Pouch	4	\$1.50	\$6.00	\$0.00
5067	Spam Pouch	1	\$3.47	\$3.47	\$0.00
5070	Beef-n-Cheese Stick	79	\$1.00	\$79.00	\$0.00
5071	TB Twin Salami 1oz	8	\$1.00	\$8.00	\$0.00
5073	Spicy Sausage	44	\$0.91	\$40.04	\$0.00
5075	Dill Pickle	36	\$1.42	\$51.12	\$0.00
5076	Hot Pickle	36	\$1.42	\$51.12	\$0.00
5077	Panola Hot Sauce	37	\$1.27	\$46.99	\$0.00
5078	Peanut Butter Squeeze Pouch	15	\$0.86	\$12.90	\$0.00
5079	Mayonnaise Squeeze Pouch	81	\$0.35	\$28.35	\$0.00
5081	Big Haus Original Beef Stick 5oz	25	\$2.82	\$70.50	\$0.00
5082	Big Haus Hot Jalp. Beef Stick 5oz	116	\$2.82	\$327.12	\$0.00
5083	Big Haus Mesquite Beef Stick 5oz	40	\$2.82	\$112.80	\$0.00
5084	Grape Jelly Squeeze Pouch	1	\$0.35	\$0.35	\$0.00
5087	Pouch Sardines in Oil 3.53oz	3	\$1.64	\$4.92	\$0.00
5088	Pouch Sardines in Hot Sauce 3.53oz	11	\$1.64	\$18.04	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5090	Titio's Jalpeno Slices	39	\$0.65	\$25.35	\$0.00
5093	Cocoa Puffs Cereal Bar	126	\$0.42	\$52.92	\$0.00
5100	Hot Pork Skins 1 oz	183	\$0.68	\$124.44	\$0.00
5101	BBQ Pork Skins1 oz	100	\$0.68	\$68.00	\$0.00
5103	Lays Salt & Vinegar LSS	307	\$0.59	\$181.13	\$0.00
5104	Sour Cream & Onion Chip LSS	44	\$1.06	\$46.64	\$0.00
5108	Fritos BBQ Corn Chip LSS	48	\$1.06	\$50.88	\$0.00
5109	Hot Buffalo Wing Chip	468	\$0.59	\$276.12	\$0.00
5110	Jalapeno Chip	308	\$0.59	\$181.72	\$0.00
5111	Bacon Cheddar Fries	103	\$0.64	\$65.92	\$0.00
5112	Puffed Cheetos	562	\$0.65	\$365.30	\$0.00
5113	Kosher Dill Chips	55	\$0.59	\$32.45	\$0.00
5114	Lance White Cheddar Popcorn	37	\$0.59	\$21.83	\$0.00
5115	Cheez-It 1.5oz	56	\$0.70	\$39.20	\$0.00
5116	Snyders Jalap. Pret. Pieces	42	\$0.95	\$39.90	\$0.00
5117	Snyders Hot Buffalo Pieces	47	\$0.95	\$44.65	\$0.00
5118	RoldGold Tiny Twist LSS	3	\$1.06	\$3.18	\$0.00
5122	Zapp's Voodoo Chip 1.5oz	264	\$0.85	\$224.40	\$0.00
5123	Buffalo Wing Bleu Cheese LSS	592	\$0.75	\$444.00	\$0.00
5125	Lays BBQ LSS	10	\$1.06	\$10.60	\$0.00
5126	Snyders Honey Mustard Onion Pret. Piece	9	\$0.95	\$8.55	\$0.00
5127	Cheetos Jalp. Cheddar LSS	542	\$1.06	\$574.52	\$0.00
5128	Ruffles Cheddar S-Cream LSS	109	\$1.06	\$115.54	\$0.00
5131	Cup Soup - California Vegetable	3	\$0.91	\$2.73	\$0.00
5132	Ninas Menudo Mix	1	\$1.12	\$1.12	\$0.00
5134	Cup Soup - Hot & Spicy Chicken	3	\$0.91	\$2.73	\$0.00
5140	Chili Ramen Soup - Bag	1183	\$0.64	\$757.12	\$0.00
5141	Beef Ramen Soup - Bag	461	\$0.64	\$295.04	\$0.00
5142	Cajun Chicken Ramen Soup - Bag	1037	\$0.64	\$663.68	\$0.00
5143	Picante Beef Ramen Soup - Bag	323	\$0.64	\$206.72	\$0.00
5144	Hot-n-Spicy Veg. Ramen Soup - Bag	542	\$0.64	\$346.88	\$0.00
5145	Chicken Ramen Soup - Bag	490	\$0.64	\$313.60	\$0.00
5146	Shrimp Ramen Soup - Bag	284	\$0.64	\$181.76	\$0.00
5148	Funyuns LSS	29	\$1.06	\$30.74	\$0.00
5149	Cool Ranch Doritos LSS	113	\$1.06	\$119.78	\$0.00
5302	Malt-O-Meal Fruity Dyno-Bites 13oz	1	\$4.89	\$4.89	\$0.00
5303	Malt-O-Meal Tootie Fruities 12.5oz	2	\$4.97	\$9.94	\$0.00
5304	Malt-O-Meal Frosted Flakes 15oz	8	\$4.89	\$39.12	\$0.00
5320	Instant Oatmeal Variety 10pk	25	\$4.44	\$111.00	\$0.00
6002	Hershey Milk Chocolate	1	\$1.19	\$1.19	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
6003	Kit Kat	2	\$1.19	\$2.38	\$0.00
6005	Reese's Peanut Butter Cup	14	\$1.19	\$16.66	\$0.00
6007	Snickers Bar	13	\$1.19	\$15.47	\$0.00
6009	M&M Plain	2	\$1.19	\$2.38	\$0.00
6010	3 Musketeers	1	\$1.19	\$1.19	\$0.00
6014	Skittles - Orig	28	\$1.19	\$33.32	\$0.00
6019	Atomic Fireballs 4oz Bag	5	\$1.56	\$7.80	\$0.00
6020	Jolly Rancher - Asst. 4 oz Bag	36	\$1.50	\$54.00	\$0.00
6021	Starlight Mints - 4 oz	1	\$1.46	\$1.46	\$0.00
6024	Chick-O-Stick 3oz Bag	1	\$1.30	\$1.30	\$0.00
6025	Tootsie Pop	35	\$0.35	\$12.25	\$0.00
6027	Twix Caramel	5	\$1.19	\$5.95	\$0.00
6035	Mix Berry Fruit Snack	6	\$1.06	\$6.36	\$0.00
7008	XL Shower Shoe	1	\$2.29	\$2.29	\$0.00
		13983		\$13416.36	\$0.00

Commissary 100-38-9001-9 Product Sales

Period 4/1/2015 12:00 AM to 4/30/2015 11:59 PM Accounts: Checking

Code	Product	Qty	Price	SubTTL	Tax
1001	Anti-Fungal Cream	3	\$3.15	\$9.45	\$0.00
2001	Deodrant Stick 1.6 oz	1	\$1.72	\$1.72	\$0.00
2002	Mennon Speed Stick 2oz Reg	1	\$3.65	\$3.65	\$0.00
2003	Suave A/P Solid	2	\$3.59	\$7.18	\$0.00
2007	PC Ladies Stick Deo. Powder fresh	2	\$1.98	\$3.96	\$0.00
2020	Ivory Soap 3.1 oz	1	\$1.34	\$1.34	\$0.00
2021	Dial Gold Soap 3.5 oz	5	\$1.50	\$7.50	\$0.00
2022	Irish Spring 3.2oz	4	\$1.42	\$5.68	\$0.00
2023	Lever 2000 w/ Aloe	8	\$2.11	\$16.88	\$0.00
2029	Soap Dish	1	\$1.14	\$1.14	\$0.00
2030	Close-Up Toothpaste	1	\$3.31	\$3.31	\$0.00
2031	Colgate TP 4.6 oz	7	\$2.72	\$19.04	\$0.00
2037	Medium TEK Toothbrush	1	\$1.14	\$1.14	\$0.00
2059	Majic Cream Shave 6oz Tube	1	\$6.20	\$6.20	\$0.00
2063	Palm Brush	1	\$1.81	\$1.81	\$0.00
2064	Black Comb 5 in	1	\$0.29	\$0.29	\$0.00
2070	Baby Oil 4 oz	1	\$1.14	\$1.14	\$0.00
2071	Petroleum Jelly 4 oz	3	\$1.72	\$5.16	\$0.00
3001	Greeting Card - Thinking Of You	9	\$1.42	\$12.78	\$0.00
3002	Greeting Card - Love You	4	\$1.42	\$5.68	\$0.00
3003	Greeting Card - Birthday Adult	3	\$1.42	\$4.26	\$0.00
3004	Greeting Card - Birthday Child	2	\$1.42	\$2.84	\$0.00
3005	Greeting Card - Seasonal/Holiday	4	\$1.42	\$5.68	\$0.00
3017	Plastic Coffee Mug 12oz	1	\$1.14	\$1.14	\$0.00
3018	Cereal Bowl w/ Lid 23oz	6	\$1.52	\$9.12	\$0.00
3022	Black Ink Pen	6	\$0.34	\$2.04	\$0.00
3024	Writing Pad Gummed 8.5x11	3	\$1.48	\$4.44	\$0.00
3025	Plain Envelope	28	\$0.12	\$3.36	\$0.00
3026	Stamped Envelope	27	\$0.64	\$17.28	\$0.00
3027	Manilla Envelope	2	\$0.22	\$0.44	\$0.00
3028	Stamp	56	\$0.49	\$27.44	\$0.00
3030	AA Batteries (4)	8	\$3.75	\$30.00	\$0.00
3032	Crossword Puzzle	1	\$1.86	\$1.86	\$0.00
3040	Sudoku Puzzle	1	\$1.86	\$1.86	\$0.00
4001	Coke - 20 oz	53	\$1.52	\$80.56	\$0.00
4003	Sprite - 20 oz	32	\$1.52	\$48.64	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
4004	Mr. Pibb - 20 oz	23	\$1.52	\$34.96	\$0.00
4005	Mellow Yellow - 20 oz	29	\$1.52	\$44.08	\$0.00
4006	Fanta Orange - 20 oz	32	\$1.52	\$48.64	\$0.00
4007	Fanta Grape - 20 oz	15	\$1.52	\$22.80	\$0.00
4008	Fanta Strawberry - 20 oz	71	\$1.52	\$107.92	\$0.00
4019	Maxima Instant Coffee 3 oz.	131	\$3.88	\$508.28	\$0.00
4020	Colombian Coffee 3.3oz w/Zip-Loc	25	\$4.94	\$123.50	\$0.00
4021	Maxima Spray Dried Coffee - 2 oz	19	\$1.90	\$36.10	\$0.00
4025	SS Hot Cocoa 10ct BX	1	\$3.35	\$3.35	\$0.00
4026	Sweet Thing (10)	4	\$0.68	\$2.72	\$0.00
4027	Sugar (10)	7	\$0.68	\$4.76	\$0.00
4028	Coffee Creamer (10)	2	\$0.75	\$1.50	\$0.00
4030	Lemonade 6 oz Bag	29	\$1.72	\$49.88	\$0.00
4031	Tropical Punch 6 oz Bag	48	\$1.72	\$82.56	\$0.00
4032	Cherry 6 oz Bag	50	\$1.72	\$86.00	\$0.00
4033	Grape 6 oz Bag	16	\$1.72	\$27.52	\$0.00
4034	Orange 6 oz Bag	11	\$1.72	\$18.92	\$0.00
4100	Intant Non-Fat Dry Milk 4oz	6	\$2.89	\$17.34	\$0.00
5000	Choc Chip Creme Pies 8ct\bx	5	\$2.06	\$10.30	\$0.00
5001	Grand Iced Honey Bun	907	\$1.09	\$988.63	\$0.00
5002	Glazed Honey Bun	602	\$0.95	\$571.90	\$0.00
5004	Oatmeal Cream Pie 8ct\Bx	5	\$2.06	\$10.30	\$0.00
5005	Buddy Bar 6/2pk Bx	8	\$3.06	\$24.48	\$0.00
5006	Swiss Roll 6/2pk Bx	2	\$3.06	\$6.12	\$0.00
5007	Pecan Spins 8ct	4	\$2.52	\$10.08	\$0.00
5008	Snack Crackers (bx)	4	\$4.58	\$18.32	\$0.00
5009	Cheese Cracker (bx)	9	\$2.97	\$26.73	\$0.00
5010	Moonpie - Banana	7	\$0.87	\$6.09	\$0.00
5012	Moonpie - Vanilla	33	\$0.87	\$28.71	\$0.00
5013	Saltines 4pks/bx	3	\$3.66	\$10.98	\$0.00
5014	Chocolate Cupcake 4oz 2pk	22	\$1.17	\$25.74	\$0.00
5016	Fudge Brownie 2.75 oz	2	\$1.12	\$2.24	\$0.00
5020	Grilled Cheese Cracker	98	\$0.69	\$67.62	\$0.00
5022	Cream Cheese & Chive Cracker	17	\$0.69	\$11.73	\$0.00
5024	BOLDS! Buff. Wing / Blue Cheese Cracker	150	\$0.71	\$106.50	\$0.00
5025	Salted Peanuts 3.5oz	22	\$1.26	\$27.72	\$0.00
5026	Honey Roasted Peanuts 3.5oz	40	\$1.26	\$50.40	\$0.00
5028	Sweet & Spicy Trail Mix	18	\$0.82	\$14.76	\$0.00
5029	Rice Krispie Treat	12	\$1.12	\$13.44	\$0.00
5030	Granola Bar - Oats & Honey	8	\$0.89	\$7.12	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5031	Blazin Hot P'nuts 3.5oz	8	\$1.26	\$10.08	\$0.00
5032	Sharp Cheese Spread 8oz	1	\$3.15	\$3.15	\$0.00
5034	Jalapeno Cheese 8oz.	1	\$3.15	\$3.15	\$0.00
5036	Mix'n Yogurt 2oz	21	\$0.94	\$19.74	\$0.00
5040	Peanut Butter Granola Bar	5	\$0.89	\$4.45	\$0.00
5041	Oreo Cookies	2	\$0.85	\$1.70	\$0.00
5042	Chocolate Chip Cookies	10	\$1.08	\$10.80	\$0.00
5043	Strawberry Cookies 5oz	12	\$1.08	\$12.96	\$0.00
5044	Peanut Butter Cookies 5oz	20	\$1.08	\$21.60	\$0.00
5045	Vanilla Cookies 5oz	9	\$1.08	\$9.72	\$0.00
5046	Duplex Cookies 5oz	9	\$1.08	\$9.72	\$0.00
5047	Lemon Cookies 5oz	1	\$1.08	\$1.08	\$0.00
5048	Iced Oatmeal Cookie 5oz	9	\$1.08	\$9.72	\$0.00
5050	SugarFree Vanilla Wafers1.6oz	2	\$0.86	\$1.72	\$0.00
5051	Grandma's Choc. Chip Cookies 2.5oz	7	\$0.86	\$6.02	\$0.00
5055	Strawberry Pop-Tart 2pk	25	\$1.17	\$29.25	\$0.00
5056	Blueberry Pop-Tart 2pk	12	\$1.17	\$14.04	\$0.00
5058	Refried Beans w/ Jalapenos 8oz.	22	\$2.37	\$52.14	\$0.00
5059	Instant Red Beans and Rice 4.4oz	1	\$2.12	\$2.12	\$0.00
5061	Pre-Cooked Rice Bag	18	\$1.80	\$32.40	\$0.00
5062	Flour Tortilla	22	\$1.88	\$41.36	\$0.00
5063	Chili w/ Beans Pouch	3	\$3.08	\$9.24	\$0.00
5065	Tuna in a Pouch 6oz	111	\$2.62	\$290.82	\$0.00
5068	Beef Jerky Pouch 1oz.	2	\$1.79	\$3.58	\$0.00
5070	Beef-n-Cheese Stick	44	\$1.00	\$44.00	\$0.00
5071	TB Twin Salami 1oz	15	\$1.00	\$15.00	\$0.00
5073	Spicy Sausage	49	\$0.91	\$44.59	\$0.00
5075	Dill Pickle	24	\$1.42	\$34.08	\$0.00
5076	Hot Pickle	27	\$1.42	\$38.34	\$0.00
5077	Panola Hot Sauce	19	\$1.27	\$24.13	\$0.00
5078	Peanut Butter Squeeze Pouch	6	\$0.86	\$5.16	\$0.00
5079	Mayonnaise Squeeze Pouch	111	\$0.35	\$38.85	\$0.00
5081	Big Haus Original Beef Stick 5oz	33	\$2.82	\$93.06	\$0.00
5082	Big Haus Hot Jalp. Beef Stick 5oz	48	\$2.82	\$135.36	\$0.00
5083	Big Haus Mesquite Beef Stick 5oz	35	\$2.82	\$98.70	\$0.00
5084	Grape Jelly Squeeze Pouch	10	\$0.35	\$3.50	\$0.00
5088	Pouch Sardines in Hot Sauce 3.53oz	6	\$1.64	\$9.84	\$0.00
5090	Titio's Jalpeno Slices	35	\$0.65	\$22.75	\$0.00
5093	Cocoa Puffs Cereal Bar	113	\$0.42	\$47.46	\$0.00
5100	Hot Pork Skins 1 oz	105	\$0.68	\$71.40	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5101	BBQ Pork Skins1 oz	86	\$0.68	\$58.48	\$0.00
5103	Lays Salt & Vinegar LSS	167	\$0.59	\$98.53	\$0.00
5104	Sour Cream & Onion Chip LSS	35	\$1.06	\$37.10	\$0.00
5108	Fritos BBQ Corn Chip LSS	40	\$1.06	\$42.40	\$0.00
5109	Hot Buffalo Wing Chip	373	\$0.59	\$220.07	\$0.00
5110	Jalapeno Chip	319	\$0.59	\$188.21	\$0.00
5111	Bacon Cheddar Fries	60	\$0.64	\$38.40	\$0.00
5112	Puffed Cheetos	270	\$0.65	\$175.50	\$0.00
5113	Kosher Dill Chips	64	\$0.59	\$37.76	\$0.00
5114	Lance White Cheddar Popcorn	37	\$0.59	\$21.83	\$0.00
5115	Cheez-It 1.5oz	41	\$0.70	\$28.70	\$0.00
5116	Snyders Jalap. Pret. Pieces	24	\$0.95	\$22.80	\$0.00
5117	Snyders Hot Buffalo Pieces	29	\$0.95	\$27.55	\$0.00
5118	RoldGold Tiny Twist LSS	2	\$1.06	\$2.12	\$0.00
5122	Zapp's Voodoo Chip 1.5oz	147	\$0.85	\$124.95	\$0.00
5123	Buffalo Wing Bleu Cheese LSS	372	\$0.75	\$279.00	\$0.00
5125	Lays BBQ LSS	21	\$1.06	\$22.26	\$0.00
5126	Snyders Honey Mustard Onion Pret. Piece	14	\$0.95	\$13.30	\$0.00
5127	Cheetos Jalp. Cheddar LSS	282	\$1.06	\$298.92	\$0.00
5128	Ruffles Cheddar S-Cream LSS	90	\$1.06	\$95.40	\$0.00
5131	Cup Soup - California Vegetable	4	\$0.91	\$3.64	\$0.00
5134	Cup Soup - Hot & Spicy Chicken	5	\$0.91	\$4.55	\$0.00
5140	Chili Ramen Soup - Bag	954	\$0.64	\$610.56	\$0.00
5141	Beef Ramen Soup - Bag	136	\$0.64	\$87.04	\$0.00
5142	Cajun Chicken Ramen Soup - Bag	528	\$0.64	\$337.92	\$0.00
5143	Picante Beef Ramen Soup - Bag	342	\$0.64	\$218.88	\$0.00
5144	Hot-n-Spicy Veg. Ramen Soup - Bag	321	\$0.64	\$205.44	\$0.00
5145	Chicken Ramen Soup - Bag	349	\$0.64	\$223.36	\$0.00
5146	Shrimp Ramen Soup - Bag	263	\$0.64	\$168.32	\$0.00
5148	Funyuns LSS	15	\$1.06	\$15.90	\$0.00
5149	Cool Ranch Doritos LSS	83	\$1.06	\$87.98	\$0.00
5155	Big Bang Chips LSS	85	\$0.75	\$63.75	\$0.00
5302	Malt-O-Meal Fruity Dyno-Bites 13oz	2	\$4.89	\$9.78	\$0.00
5304	Malt-O-Meal Frosted Flakes 15oz	1	\$4.89	\$4.89	\$0.00
5320	Instant Oatmeal Variety 10pk	8	\$4.44	\$35.52	\$0.00
6001	Hershey W/Almond	4	\$1.19	\$4.76	\$0.00
6002	Hershey Milk Chocolate	1	\$1.19	\$1.19	\$0.00
6003	Kit Kat	2	\$1.19	\$2.38	\$0.00
6005	Reese's Peanut Butter Cup	8	\$1.19	\$9.52	\$0.00
6006	Milky Way	2	\$1.19	\$2.38	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
6007	Snicker Bar	8	\$1.19	\$9.52	\$0.00
6008	M&M Peanut	3	\$1.19	\$3.57	\$0.00
6011	Baby Ruth	6	\$1.19	\$7.14	\$0.00
6012	Butterfinger	2	\$1.19	\$2.38	\$0.00
6014	Skittles - Orig	12	\$1.19	\$14.28	\$0.00
6019	Atomic Fireballs 4oz Bag	9	\$1.56	\$14.04	\$0.00
6020	Jolly Rancher - Asst. 4 oz Bag	26	\$1.50	\$39.00	\$0.00
6021	Starlight Mints - 4 oz	3	\$1.46	\$4.38	\$0.00
6025	Tootsie Pop	23	\$0.35	\$8.05	\$0.00
6027	Twix Caramel	3	\$1.19	\$3.57	\$0.00
6035	Mix Berry Fruit Snack	1	\$1.06	\$1.06	\$0.00
6036	Strawberry Fruit Snacks	1	\$1.06	\$1.06	\$0.00
		9483		\$8982.62	\$0.00

Commissary 100-38-9001-9 Product Sales

Period 5/1/2015 12:00 AM to 5/31/2015 11:59 PM Accounts: Checking

Code	Product	Qty	Price	SubTTL	Tax
1001	Anti-Fungal Cream	1	\$3.15	\$3.15	\$0.00
2003	Suave A/P Solid	7	\$3.59	\$25.13	\$0.00
2011	VO5 2-N-1 12.5OZ	1	\$2.81	\$2.81	\$0.00
2021	Dial Gold Soap 3.5 oz	6	\$1.50	\$9.00	\$0.00
2022	Irish Spring 3.2oz	1	\$1.42	\$1.42	\$0.00
2023	Lever 2000 w/ Aloe	1	\$2.11	\$2.11	\$0.00
2029	Soap Dish	1	\$1.14	\$1.14	\$0.00
2030	Close-Up Toothpaste	1	\$3.31	\$3.31	\$0.00
2031	Colgate TP 4.6 oz	2	\$2.72	\$5.44	\$0.00
2037	Medium TEK Toothbrush	1	\$1.14	\$1.14	\$0.00
2040	4 oz Hand and Body Lotion	1	\$1.14	\$1.14	\$0.00
2060	Lusti's Pomade 4oz	1	\$2.28	\$2.28	\$0.00
2069	Baby Powder 4 oz	1	\$1.19	\$1.19	\$0.00
2070	Baby Oil 4 oz	1	\$1.14	\$1.14	\$0.00
3001	Greeting Card - Thinking Of You	1	\$1.42	\$1.42	\$0.00
3003	Greeting Card - Birthday Adult	2	\$1.42	\$2.84	\$0.00
3004	Greeting Card - Birthday Child	1	\$1.42	\$1.42	\$0.00
3005	Greeting Card - Seasonal/Holiday	15	\$1.42	\$21.30	\$0.00
3015	Playing Cards	1	\$1.82	\$1.82	\$0.00
3017	Plastic Coffee Mug 12oz	4	\$1.14	\$4.56	\$0.00
3018	Cereal Bowl w/ Lid 23oz	12	\$1.52	\$18.24	\$0.00
3022	Black Ink Pen	9	\$0.34	\$3.06	\$0.00
3024	Writing Pad Gummed 8.5x11	1	\$1.48	\$1.48	\$0.00
3025	Plain Envelope	12	\$0.12	\$1.44	\$0.00
3026	Stamped Envelope	20	\$0.64	\$12.80	\$0.00
3028	Stamp	53	\$0.49	\$25.97	\$0.00
3030	AA Batteries (4)	12	\$3.75	\$45.00	\$0.00
3031	AAA Batteries (4)	3	\$3.75	\$11.25	\$0.00
3032	Crossword Puzzle	1	\$1.86	\$1.86	\$0.00
4001	Coke - 20 oz	58	\$1.52	\$88.16	\$0.00
4003	Sprite - 20 oz	26	\$1.52	\$39.52	\$0.00
4004	Mr. Pibb - 20 oz	23	\$1.52	\$34.96	\$0.00
4005	Mellow Yellow - 20 oz	28	\$1.52	\$42.56	\$0.00
4006	Fanta Orange - 20 oz	28	\$1.52	\$42.56	\$0.00
4007	Fanta Grape - 20 oz	21	\$1.52	\$31.92	\$0.00
4008	Fanta Strawberry - 20 oz	100	\$1.52	\$152.00	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
4019	Maxima Instant Coffee 3 oz.	141	\$3.88	\$547.08	\$0.00
4020	Colombian Coffee 3.3oz w/Zip-Loc	22	\$4.94	\$108.68	\$0.00
4021	Maxima Spray Dried Coffee - 2 oz	11	\$1.90	\$20.90	\$0.00
4025	SS Hot Cocoa 10ct BX	1	\$3.35	\$3.35	\$0.00
4027	Sugar (10)	7	\$0.68	\$4.76	\$0.00
4028	Coffee Creamer (10)	5	\$0.75	\$3.75	\$0.00
4030	Lemonade 6 oz Bag	29	\$1.72	\$49.88	\$0.00
4031	Tropical Punch 6 oz Bag	43	\$1.72	\$73.96	\$0.00
4032	Cherry 6 oz Bag	56	\$1.72	\$96.32	\$0.00
4033	Grape 6 oz Bag	10	\$1.72	\$17.20	\$0.00
4034	Orange 6 oz Bag	18	\$1.72	\$30.96	\$0.00
4100	Instant Non-Fat Dry Milk 4oz	6	\$2.89	\$17.34	\$0.00
5000	Choc Chip Creme Pies 8ct\bx	6	\$2.06	\$12.36	\$0.00
5001	Grand Iced Honey Bun	985	\$1.09	\$1073.65	\$0.00
5002	Glazed Honey Bun	447	\$0.95	\$424.65	\$0.00
5004	Oatmeal Cream Pie 8ct\Bx	3	\$2.06	\$6.18	\$0.00
5005	Buddy Bar 6/2pk Bx	8	\$3.06	\$24.48	\$0.00
5006	Swiss Roll 6/2pk Bx	1	\$3.06	\$3.06	\$0.00
5007	Pecan Spins 8ct	4	\$2.52	\$10.08	\$0.00
5008	Snack Crackers (bx)	1	\$4.58	\$4.58	\$0.00
5009	Cheese Cracker (bx)	8	\$2.97	\$23.76	\$0.00
5010	Moonpie - Banana	11	\$0.87	\$9.57	\$0.00
5011	Moonpie - Chocolate	4	\$0.87	\$3.48	\$0.00
5012	Moonpie - Vanilla	50	\$0.87	\$43.50	\$0.00
5013	Saltines 4pks/bx	7	\$3.66	\$25.62	\$0.00
5014	Chocolate Cupcake 4oz 2pk	14	\$1.17	\$16.38	\$0.00
5020	Grilled Cheese Cracker	68	\$0.69	\$46.92	\$0.00
5022	Cream Cheese & Chive Cracker	28	\$0.69	\$19.32	\$0.00
5024	BOLDS! Buff. Wing / Blue Cheese Cracker	235	\$0.71	\$166.85	\$0.00
5025	Salted Peanuts 3.5oz	22	\$1.26	\$27.72	\$0.00
5026	Honey Roasted Peanuts 3.5oz	23	\$1.26	\$28.98	\$0.00
5028	Sweet & Spicy Trail Mix	21	\$0.82	\$17.22	\$0.00
5029	Rice Krispie Treat	33	\$1.12	\$36.96	\$0.00
5030	Granola Bar - Oats & Honey	15	\$0.89	\$13.35	\$0.00
5031	Blazin Hot P'nuts 3.5oz	11	\$1.26	\$13.86	\$0.00
5033	Crunch-n-Munch	1	\$2.64	\$2.64	\$0.00
5034	Jalapeno Cheese 8oz.	3	\$3.15	\$9.45	\$0.00
5036	Mix'n Yogurt 2oz	13	\$0.94	\$12.22	\$0.00
5040	Peanut Butter Granola Bar	10	\$0.89	\$8.90	\$0.00
5041	Oreo Cookies	1	\$0.85	\$0.85	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5042	Chocolate Chip Cookies	26	\$1.08	\$28.08	\$0.00
5043	Strawberry Cookies 5oz	17	\$1.08	\$18.36	\$0.00
5044	Peanut Butter Cookies 5oz	9	\$1.08	\$9.72	\$0.00
5045	Vanilla Cookies 5oz	2	\$1.08	\$2.16	\$0.00
5046	Duplex Cookies 5oz	16	\$1.08	\$17.28	\$0.00
5047	Lemon Cookies 5oz	8	\$1.08	\$8.64	\$0.00
5048	Iced Oatmeal Cookie 5oz	13	\$1.08	\$14.04	\$0.00
5050	SugarFree Vanilla Wafers1.6oz	1	\$0.86	\$0.86	\$0.00
5051	Grandma's Choc. Chip Cookies 2.5oz	6	\$0.86	\$5.16	\$0.00
5055	Strawberry Pop-Tart 2pk	18	\$1.17	\$21.06	\$0.00
5056	Blueberry Pop-Tart 2pk	11	\$1.17	\$12.87	\$0.00
5058	Refried Beans w/ Jalapenos 8oz.	24	\$2.37	\$56.88	\$0.00
5059	Instant Red Beans and Rice 4.4oz	2	\$2.12	\$4.24	\$0.00
5061	Pre-Cooked Rice Bag	14	\$1.80	\$25.20	\$0.00
5062	Flour Tortilla	25	\$1.88	\$47.00	\$0.00
5063	Chili w/ Beans Pouch	9	\$3.08	\$27.72	\$0.00
5065	Tuna in a Pouch 6oz	89	\$2.62	\$233.18	\$0.00
5068	Beef Jerky Pouch 1oz.	1	\$1.79	\$1.79	\$0.00
5070	Beef-n-Cheese Stick	48	\$1.00	\$48.00	\$0.00
5071	TB Twin Salami 1oz	14	\$1.00	\$14.00	\$0.00
5073	Spicy Sausage	35	\$0.91	\$31.85	\$0.00
5075	Dill Pickle	23	\$1.42	\$32.66	\$0.00
5076	Hot Pickle	21	\$1.42	\$29.82	\$0.00
5077	Panola Hot Sauce	16	\$1.27	\$20.32	\$0.00
5078	Peanut Butter Squeeze Pouch	2	\$0.86	\$1.72	\$0.00
5079	Mayonnaise Squeeze Pouch	129	\$0.35	\$45.15	\$0.00
5081	Big Haus Original Beef Stick 5oz	28	\$2.82	\$78.96	\$0.00
5082	Big Haus Hot Jalp. Beef Stick 5oz	36	\$2.82	\$101.52	\$0.00
5083	Big Haus Mesquite Beef Stick 5oz	30	\$2.82	\$84.60	\$0.00
5084	Grape Jelly Squeeze Pouch	6	\$0.35	\$2.10	\$0.00
5087	Pouch Sardines in Oil 3.53oz	11	\$1.64	\$18.04	\$0.00
5088	Pouch Sardines in Hot Sauce 3.53oz	9	\$1.64	\$14.76	\$0.00
5090	Titio's Jalpeno Slices	10	\$0.65	\$6.50	\$0.00
5093	Cocoa Puffs Cereal Bar	88	\$0.42	\$36.96	\$0.00
5100	Hot Pork Skins 1 oz	99	\$0.68	\$67.32	\$0.00
5101	BBQ Pork Skins1 oz	99	\$0.68	\$67.32	\$0.00
5103	Lays Salt & Vinegar LSS	135	\$0.59	\$79.65	\$0.00
5104	Sour Cream & Onion Chip LSS	48	\$1.06	\$50.88	\$0.00
5108	Fritos BBQ Corn Chip LSS	17	\$1.06	\$18.02	\$0.00
5109	Hot Buffalo Wing Chip	300	\$0.59	\$177.00	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5110	Jalapeno Chip	250	\$0.59	\$147.50	\$0.00
5111	Bacon Cheddar Fries	10	\$0.64	\$6.40	\$0.00
5112	Puffed Cheetos	276	\$0.65	\$179.40	\$0.00
5113	Kosher Dill Chips	53	\$0.59	\$31.27	\$0.00
5114	Lance White Cheddar Popcorn	74	\$0.59	\$43.66	\$0.00
5115	Cheez-It 1.5oz	25	\$0.70	\$17.50	\$0.00
5116	Snyders Jalap. Pret. Pieces	24	\$0.95	\$22.80	\$0.00
5117	Snyders Hot Buffalo Pieces	24	\$0.95	\$22.80	\$0.00
5122	Zapp's Voodoo Chip 1.5oz	143	\$0.85	\$121.55	\$0.00
5123	Buffalo Wing Bleu Cheese LSS	453	\$0.75	\$339.75	\$0.00
5125	Lays BBQ LSS	37	\$1.06	\$39.22	\$0.00
5126	Snyders Honey Mustard Onion Pret. Piece	8	\$0.95	\$7.60	\$0.00
5127	Cheetos Jalp. Cheddar LSS	273	\$1.06	\$289.38	\$0.00
5128	Ruffles Cheddar S-Cream LSS	119	\$1.06	\$126.14	\$0.00
5134	Cup Soup - Hot & Spicy Chicken	10	\$0.91	\$9.10	\$0.00
5140	Chili Ramen Soup - Bag	800	\$0.64	\$512.00	\$0.00
5141	Beef Ramen Soup - Bag	257	\$0.64	\$164.48	\$0.00
5142	Cajun Chicken Ramen Soup - Bag	700	\$0.64	\$448.00	\$0.00
5143	Picante Beef Ramen Soup - Bag	322	\$0.64	\$206.08	\$0.00
5144	Hot-n-Spicy Veg. Ramen Soup - Bag	418	\$0.64	\$267.52	\$0.00
5145	Chicken Ramen Soup - Bag	429	\$0.64	\$274.56	\$0.00
5146	Shrimp Ramen Soup - Bag	139	\$0.64	\$88.96	\$0.00
5148	Funyuns LSS	7	\$1.06	\$7.42	\$0.00
5149	Cool Ranch Doritos LSS	65	\$1.06	\$68.90	\$0.00
5155	Big Bang Chips LSS	56	\$0.75	\$42.00	\$0.00
5303	Malt-O-Meal Tootie Fruities 12.5oz	1	\$4.97	\$4.97	\$0.00
5304	Malt-O-Meal Frosted Flakes 15oz	4	\$4.89	\$19.56	\$0.00
6001	Hershey W/Almond	1	\$1.19	\$1.19	\$0.00
6003	Kit Kat	1	\$1.19	\$1.19	\$0.00
6005	Reese's Peanut Butter Cup	4	\$1.19	\$4.76	\$0.00
6007	Snickers Bar	6	\$1.19	\$7.14	\$0.00
6008	M&M Peanut	5	\$1.19	\$5.95	\$0.00
6011	Baby Ruth	7	\$1.19	\$8.33	\$0.00
6012	Butterfinger	5	\$1.19	\$5.95	\$0.00
6014	Skittles - Orig	9	\$1.19	\$10.71	\$0.00
6019	Atomic Fireballs 4oz Bag	8	\$1.56	\$12.48	\$0.00
6020	Jolly Rancher - Asst. 4 oz Bag	19	\$1.50	\$28.50	\$0.00
6021	Starlight Mints - 4 oz	2	\$1.46	\$2.92	\$0.00
6024	Chick-O-Stick 3oz Bag	3	\$1.30	\$3.90	\$0.00
6025	Tootsie Pop	19	\$0.35	\$6.65	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
6027	Twix Caramel	1	\$1.19	\$1.19	\$0.00
6031	Jawbreakers	2	\$1.11	\$2.22	\$0.00
6035	Mix Berry Fruit Snack	5	\$1.06	\$5.30	\$0.00
7008	XL Shower Shoe	1	\$2.29	\$2.29	\$0.00
		9409		\$8887.89	\$0.00

Commissary 100-38-9001-9 Product Sales

Period 6/1/2015 12:00 AM to 6/30/2015 11:59 PM Accounts: Checking

Code	Product	Qty	Price	SubTTL	Tax
1001	Anti-Fungal Cream	1	\$3.15	\$3.15	\$0.00
1007	Ibuprofen- 2 pack	3	\$0.86	\$2.58	\$0.00
2001	Deodrant Stick 1.6 oz	1	\$1.72	\$1.72	\$0.00
2003	Suave A/P Solid	3	\$3.59	\$10.77	\$0.00
2004	1.5 oz Roll-On Deo. Stick	1	\$0.82	\$0.82	\$0.00
2007	PC Ladies Stick Deo. Powder fresh	1	\$1.98	\$1.98	\$0.00
2011	VO5 2-N-1 12.5OZ	2	\$2.81	\$5.62	\$0.00
2021	Dial Gold Soap 3.5 oz	9	\$1.50	\$13.50	\$0.00
2022	Irish Spring 3.2oz	6	\$1.42	\$8.52	\$0.00
2023	Lever 2000 w/ Aloe	1	\$2.11	\$2.11	\$0.00
2029	Soap Dish	1	\$1.14	\$1.14	\$0.00
2030	Close-Up Toothpaste	2	\$3.31	\$6.62	\$0.00
2031	Colgate TP 4.6 oz	6	\$2.72	\$16.32	\$0.00
2032	Ind. Toothpaste 1.5 oz	1	\$1.12	\$1.12	\$0.00
2037	Medium TEK Toothbrush	1	\$1.14	\$1.14	\$0.00
2063	Palm Brush	4	\$1.81	\$7.24	\$0.00
2064	Black Comb 5 in	1	\$0.29	\$0.29	\$0.00
2069	Baby Powder 4 oz	2	\$1.19	\$2.38	\$0.00
2071	Petroleum Jelly 4 oz	3	\$1.72	\$5.16	\$0.00
3001	Greeting Card - Thinking Of You	6	\$1.42	\$8.52	\$0.00
3002	Greeting Card - Love You	1	\$1.42	\$1.42	\$0.00
3017	Plastic Coffee Mug 12oz	1	\$1.14	\$1.14	\$0.00
3018	Cereal Bowl w/ Lid 23oz	9	\$1.52	\$13.68	\$0.00
3022	Black Ink Pen	2	\$0.34	\$0.68	\$0.00
3024	Writing Pad Gummed 8.5x11	2	\$1.48	\$2.96	\$0.00
3025	Plain Envelope	18	\$0.12	\$2.16	\$0.00
3026	Stamped Envelope	27	\$0.64	\$17.28	\$0.00
3027	Manilla Envelope	10	\$0.22	\$2.20	\$0.00
3028	Stamp	60	\$0.49	\$29.40	\$0.00
3030	AA Batteries (4)	9	\$3.75	\$33.75	\$0.00
3031	AAA Batteries (4)	2	\$3.75	\$7.50	\$0.00
3032	Crossword Puzzle	1	\$1.86	\$1.86	\$0.00
4001	Coke - 20 oz	59	\$1.52	\$89.68	\$0.00
4003	Sprite - 20 oz	29	\$1.52	\$44.08	\$0.00
4004	Mr. Pibb - 20 oz	33	\$1.52	\$50.16	\$0.00
4005	Mellow Yellow - 20 oz	39	\$1.52	\$59.28	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
4006	Fanta Orange - 20 oz	66	\$1.52	\$100.32	\$0.00
4007	Fanta Grape - 20 oz	22	\$1.52	\$33.44	\$0.00
4008	Fanta Strawberry - 20 oz	114	\$1.52	\$173.28	\$0.00
4019	Maxima Instant Coffee 3 oz.	179	\$3.88	\$694.52	\$0.00
4020	Colombian Coffee 3.3oz w/Zip-Loc	26	\$4.94	\$128.44	\$0.00
4021	Maxima Spray Dried Coffee - 2 oz	25	\$1.90	\$47.50	\$0.00
4026	Sweet Thing (10)	1	\$0.68	\$0.68	\$0.00
4027	Sugar (10)	3	\$0.68	\$2.04	\$0.00
4028	Coffee Creamer (10)	2	\$0.75	\$1.50	\$0.00
4030	Lemonade 6 oz Bag	24	\$1.72	\$41.28	\$0.00
4031	Tropical Punch 6 oz Bag	59	\$1.72	\$101.48	\$0.00
4032	Cherry 6 oz Bag	52	\$1.72	\$89.44	\$0.00
4033	Grape 6 oz Bag	18	\$1.72	\$30.96	\$0.00
4034	Orange 6 oz Bag	21	\$1.72	\$36.12	\$0.00
4037	Iced Tea 6 oz Bag	4	\$1.72	\$6.88	\$0.00
4100	Intant Non-Fat Dry Milk 4oz	4	\$2.89	\$11.56	\$0.00
5000	Choc Chip Creme Pies 8ct\bx	7	\$2.06	\$14.42	\$0.00
5001	Grand Iced Honey Bun	1211	\$1.09	\$1319.99	\$0.00
5002	Glazed Honey Bun	575	\$0.95	\$546.25	\$0.00
5004	Oatmeal Cream Pie 8ct\Bx	3	\$2.06	\$6.18	\$0.00
5005	Buddy Bar 6/2pk Bx	9	\$3.06	\$27.54	\$0.00
5006	Swiss Roll 6/2pk Bx	1	\$3.06	\$3.06	\$0.00
5008	Snack Crackers (bx)	3	\$4.58	\$13.74	\$0.00
5009	Cheese Cracker (bx)	5	\$2.97	\$14.85	\$0.00
5010	Moonpie - Banana	4	\$0.87	\$3.48	\$0.00
5011	Moonpie - Chocolate	2	\$0.87	\$1.74	\$0.00
5012	Moonpie - Vanilla	30	\$0.87	\$26.10	\$0.00
5013	Saltines 4pks/bx	9	\$3.66	\$32.94	\$0.00
5014	Chocolate Cupcake 4oz 2pk	8	\$1.17	\$9.36	\$0.00
5016	Fudge Brownie 2.75 oz	2	\$1.12	\$2.24	\$0.00
5020	Grilled Cheese Cracker	43	\$0.69	\$29.67	\$0.00
5021	Toastchee PB Cracker	4	\$0.69	\$2.76	\$0.00
5022	Cream Cheese & Chive Cracker	30	\$0.69	\$20.70	\$0.00
5024	BOLDS! Buff. Wing / Blue Cheese Cracker	216	\$0.71	\$153.36	\$0.00
5025	Salted Peanuts 3.5oz	2	\$1.26	\$2.52	\$0.00
5026	Honey Roasted Peanuts 3.5oz	47	\$1.26	\$59.22	\$0.00
5028	Sweet & Spicy Trail Mix	8	\$0.82	\$6.56	\$0.00
5029	Rice Krispie Treat	16	\$1.12	\$17.92	\$0.00
5030	Granola Bar - Oats & Honey	2	\$0.89	\$1.78	\$0.00
5031	Blazin Hot P'nuts 3.5oz	2	\$1.26	\$2.52	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5034	Jalapeno Cheese 8oz.	7	\$3.15	\$22.05	\$0.00
5036	Mix'n Yogurt 2oz	13	\$0.94	\$12.22	\$0.00
5039	Chocolate Creme Cookies 5oz	5	\$1.08	\$5.40	\$0.00
5040	Peanut Butter Granola Bar	5	\$0.89	\$4.45	\$0.00
5041	Oreo Cookies	4	\$0.85	\$3.40	\$0.00
5042	Chocolate Chip Cookies	15	\$1.08	\$16.20	\$0.00
5043	Strawberry Cookies 5oz	12	\$1.08	\$12.96	\$0.00
5044	Peanut Butter Cookies 5oz	40	\$1.08	\$43.20	\$0.00
5045	Vanilla Cookies 5oz	3	\$1.08	\$3.24	\$0.00
5046	Duplex Cookies 5oz	7	\$1.08	\$7.56	\$0.00
5047	Lemon Cookies 5oz	1	\$1.08	\$1.08	\$0.00
5048	Iced Oatmeal Cookie 5oz	9	\$1.08	\$9.72	\$0.00
5051	Grandma's Choc. Chip Cookies 2.5oz	2	\$0.86	\$1.72	\$0.00
5055	Strawberry Pop-Tart 2pk	18	\$1.17	\$21.06	\$0.00
5056	Blueberry Pop-Tart 2pk	7	\$1.17	\$8.19	\$0.00
5058	Refried Beans w/ Jalapenos 8oz.	31	\$2.37	\$73.47	\$0.00
5059	Instant Red Beans and Rice 4.4oz	4	\$2.12	\$8.48	\$0.00
5061	Pre-Cooked Rice Bag	27	\$1.80	\$48.60	\$0.00
5062	Flour Tortilla	41	\$1.88	\$77.08	\$0.00
5063	Chili w/ Beans Pouch	16	\$3.08	\$49.28	\$0.00
5065	Tuna in a Pouch 6oz	102	\$2.62	\$267.24	\$0.00
5066	Chicken Vienna Sausage (Bite Size) Pouch	1	\$1.50	\$1.50	\$0.00
5067	Spam Pouch	1	\$3.47	\$3.47	\$0.00
5070	Beef-n-Cheese Stick	20	\$1.00	\$20.00	\$0.00
5071	TB Twin Salami 1oz	8	\$1.00	\$8.00	\$0.00
5073	Spicy Sausage	35	\$0.91	\$31.85	\$0.00
5075	Dill Pickle	27	\$1.42	\$38.34	\$0.00
5076	Hot Pickle	32	\$1.42	\$45.44	\$0.00
5077	Panola Hot Sauce	21	\$1.27	\$26.67	\$0.00
5078	Peanut Butter Squeeze Pouch	15	\$0.86	\$12.90	\$0.00
5079	Mayonnaise Squeeze Pouch	155	\$0.35	\$54.25	\$0.00
5081	Big Haus Original Beef Stick 5oz	34	\$2.82	\$95.88	\$0.00
5082	Big Haus Hot Jalp. Beef Stick 5oz	65	\$2.82	\$183.30	\$0.00
5083	Big Haus Mesquite Beef Stick 5oz	21	\$2.82	\$59.22	\$0.00
5084	Grape Jelly Squeeze Pouch	11	\$0.35	\$3.85	\$0.00
5087	Pouch Sardines in Oil 3.53oz	1	\$1.64	\$1.64	\$0.00
5088	Pouch Sardines in Hot Sauce 3.53oz	9	\$1.64	\$14.76	\$0.00
5090	Titio's Jalpeno Slices	16	\$0.65	\$10.40	\$0.00
5093	Cocoa Puffs Cereal Bar	145	\$0.42	\$60.90	\$0.00
5100	Hot Pork Skins 1 oz	150	\$0.68	\$102.00	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5101	BBQ Pork Skins1 oz	115	\$0.68	\$78.20	\$0.00
5103	Lays Salt & Vinegar LSS	231	\$0.59	\$136.29	\$0.00
5104	Sour Cream & Onion Chip LSS	71	\$1.06	\$75.26	\$0.00
5108	Fritos BBQ Corn Chip LSS	33	\$1.06	\$34.98	\$0.00
5109	Hot Buffalo Wing Chip	398	\$0.59	\$234.82	\$0.00
5110	Jalapeno Chip	311	\$0.59	\$183.49	\$0.00
5111	Bacon Cheddar Fries	49	\$0.64	\$31.36	\$0.00
5112	Puffed Cheetos	481	\$0.65	\$312.65	\$0.00
5113	Kosher Dill Chips	87	\$0.59	\$51.33	\$0.00
5114	Lance White Cheddar Popcorn	52	\$0.59	\$30.68	\$0.00
5115	Cheez-It 1.5oz	31	\$0.70	\$21.70	\$0.00
5116	Snyders Jalap. Pret. Pieces	29	\$0.95	\$27.55	\$0.00
5117	Snyders Hot Buffalo Pieces	43	\$0.95	\$40.85	\$0.00
5122	Zapp's Voodoo Chip 1.5oz	142	\$0.85	\$120.70	\$0.00
5123	Buffalo Wing Bleu Cheese LSS	455	\$0.75	\$341.25	\$0.00
5125	Lays BBQ LSS	19	\$1.06	\$20.14	\$0.00
5126	Snyders Honey Mustard Onion Pret. Piece	16	\$0.95	\$15.20	\$0.00
5127	Cheetos Jalp. Cheddar LSS	291	\$1.06	\$308.46	\$0.00
5128	Ruffles Cheddar S-Cream LSS	97	\$1.06	\$102.82	\$0.00
5131	Cup Soup - California Vegetable	12	\$0.91	\$10.92	\$0.00
5134	Cup Soup - Hot & Spicy Chicken	15	\$0.91	\$13.65	\$0.00
5135	Cup Soup - Beef	7	\$0.91	\$6.37	\$0.00
5140	Chili Ramen Soup - Bag	770	\$0.64	\$492.80	\$0.00
5141	Beef Ramen Soup - Bag	229	\$0.64	\$146.56	\$0.00
5142	Cajun Chicken Ramen Soup - Bag	816	\$0.64	\$522.24	\$0.00
5143	Picante Beef Ramen Soup - Bag	407	\$0.64	\$260.48	\$0.00
5144	Hot-n-Spicy Veg. Ramen Soup - Bag	607	\$0.64	\$388.48	\$0.00
5145	Chicken Ramen Soup - Bag	467	\$0.64	\$298.88	\$0.00
5146	Shrimp Ramen Soup - Bag	219	\$0.64	\$140.16	\$0.00
5148	Funyuns LSS	10	\$1.06	\$10.60	\$0.00
5149	Cool Ranch Doritos LSS	61	\$1.06	\$64.66	\$0.00
5155	Big Bang Chips LSS	9	\$0.75	\$6.75	\$0.00
5303	Malt-O-Meal Tootie Fruities 12.5oz	4	\$4.97	\$19.88	\$0.00
5304	Malt-O-Meal Frosted Flakes 15oz	2	\$4.89	\$9.78	\$0.00
5320	Instant Oatmeal Variety 10pk	2	\$4.44	\$8.88	\$0.00
6002	Hershey Milk Chocolate	2	\$1.19	\$2.38	\$0.00
6005	Reese's Peanut Butter Cup	1	\$1.19	\$1.19	\$0.00
6007	Snickers Bar	21	\$1.19	\$24.99	\$0.00
6008	M&M Peanut	4	\$1.19	\$4.76	\$0.00
6009	M&M Plain	1	\$1.19	\$1.19	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
6010	3 Musketeers	2	\$1.19	\$2.38	\$0.00
6011	Baby Ruth	1	\$1.19	\$1.19	\$0.00
6012	Butterfinger	5	\$1.19	\$5.95	\$0.00
6014	Skittles - Orig	10	\$1.19	\$11.90	\$0.00
6019	Atomic Fireballs 4oz Bag	8	\$1.56	\$12.48	\$0.00
6020	Jolly Rancher - Asst. 4 oz Bag	30	\$1.50	\$45.00	\$0.00
6021	Starlight Mints - 4 oz	1	\$1.46	\$1.46	\$0.00
6025	Tootsie Pop	31	\$0.35	\$10.85	\$0.00
6027	Twix Caramel	5	\$1.19	\$5.95	\$0.00
6031	Jawbreakers	6	\$1.11	\$6.66	\$0.00
7011	Boxer Short - 2XL	1	\$4.06	\$4.06	\$0.00
7039	Thermal Top - XL	1	\$7.30	\$7.30	\$0.00
		11070		\$10465.75	\$0.00

Commissary 100-38-9001-9 Product Sales

Period 7/1/2015 12:00 AM to 7/31/2015 11:59 PM Accounts: Checking

Code	Product	Qty	Price	SubTTL	Tax
1007	Ibuprofen- 2 pack	8	\$0.86	\$6.88	\$0.00
1013	Tums	1	\$1.66	\$1.66	\$0.00
2002	Mennon Speed Stick 2oz Reg	2	\$3.65	\$7.30	\$0.00
2003	Suave A/P Solid	3	\$3.59	\$10.77	\$0.00
2007	PC Ladies Stick Deo. Powder fresh	1	\$1.98	\$1.98	\$0.00
2021	Dial Gold Soap 3.5 oz	12	\$1.50	\$18.00	\$0.00
2022	Irish Spring 3.2oz	5	\$1.42	\$7.10	\$0.00
2029	Soap Dish	1	\$1.14	\$1.14	\$0.00
2030	Close-Up Toothpaste	1	\$3.31	\$3.31	\$0.00
2031	Colgate TP 4.6 oz	8	\$2.72	\$21.76	\$0.00
2037	Medium TEK Toothbrush	3	\$1.14	\$3.42	\$0.00
2064	Black Comb 5 in	2	\$0.29	\$0.58	\$0.00
2069	Baby Powder 4 oz	1	\$1.19	\$1.19	\$0.00
2070	Baby Oil 4 oz	2	\$1.14	\$2.28	\$0.00
2071	Petroleum Jelly 4 oz	2	\$1.72	\$3.44	\$0.00
3001	Greeting Card - Thinking Of You	4	\$1.42	\$5.68	\$0.00
3002	Greeting Card - Love You	6	\$1.42	\$8.52	\$0.00
3003	Greeting Card - Birthday Adult	2	\$1.42	\$2.84	\$0.00
3015	Playing Cards	2	\$1.82	\$3.64	\$0.00
3017	Plastic Coffee Mug 12oz	1	\$1.14	\$1.14	\$0.00
3018	Cereal Bowl w/ Lid 23oz	1	\$1.52	\$1.52	\$0.00
3022	Black Ink Pen	1	\$0.34	\$0.34	\$0.00
3023	Flexible Pen	2	\$0.34	\$0.68	\$0.00
3024	Writing Pad Gummed 8.5x11	3	\$1.48	\$4.44	\$0.00
3025	Plain Envelope	23	\$0.12	\$2.76	\$0.00
3026	Stamped Envelope	22	\$0.64	\$14.08	\$0.00
3028	Stamp	68	\$0.49	\$33.32	\$0.00
3030	AA Batteries (4)	5	\$3.75	\$18.75	\$0.00
3031	AAA Batteries (4)	1	\$3.75	\$3.75	\$0.00
4001	Coke - 20 oz	46	\$1.52	\$69.92	\$0.00
4003	Sprite - 20 oz	22	\$1.52	\$33.44	\$0.00
4004	Mr. Pibb - 20 oz	42	\$1.52	\$63.84	\$0.00
4005	Mellow Yellow - 20 oz	21	\$1.52	\$31.92	\$0.00
4006	Fanta Orange - 20 oz	46	\$1.52	\$69.92	\$0.00
4007	Fanta Grape - 20 oz	20	\$1.52	\$30.40	\$0.00
4008	Fanta Strawberry - 20 oz	72	\$1.52	\$109.44	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
4019	Maxima Instant Coffee 3 oz.	119	\$3.88	\$461.72	\$0.00
4020	Colombian Coffee 3.3oz w/Zip-Loc	9	\$4.94	\$44.46	\$0.00
4021	Maxima Spray Dried Coffee - 2 oz	18	\$1.90	\$34.20	\$0.00
4027	Sugar (10)	3	\$0.68	\$2.04	\$0.00
4028	Coffee Creamer (10)	3	\$0.75	\$2.25	\$0.00
4030	Lemonade 6 oz Bag	12	\$1.72	\$20.64	\$0.00
4031	Tropical Punch 6 oz Bag	33	\$1.72	\$56.76	\$0.00
4032	Cherry 6 oz Bag	55	\$1.72	\$94.60	\$0.00
4033	Grape 6 oz Bag	11	\$1.72	\$18.92	\$0.00
4034	Orange 6 oz Bag	11	\$1.72	\$18.92	\$0.00
4037	Iced Tea 6 oz Bag	6	\$1.72	\$10.32	\$0.00
5000	Choc Chip Creme Pies 8ct\bx	1	\$2.06	\$2.06	\$0.00
5001	Grand Iced Honey Bun	977	\$1.09	\$1064.93	\$0.00
5002	Glazed Honey Bun	410	\$0.95	\$389.50	\$0.00
5004	Oatmeal Cream Pie 8ct\Bx	5	\$2.06	\$10.30	\$0.00
5005	Buddy Bar 6/2pk Bx	3	\$3.06	\$9.18	\$0.00
5006	Swiss Roll 6/2pk Bx	1	\$3.06	\$3.06	\$0.00
5007	Pecan Spins 8ct	6	\$2.52	\$15.12	\$0.00
5008	Snack Crackers (bx)	2	\$4.58	\$9.16	\$0.00
5009	Cheese Cracker (bx)	5	\$2.97	\$14.85	\$0.00
5010	Moonpie - Banana	8	\$0.87	\$6.96	\$0.00
5011	Moonpie - Chocolate	3	\$0.87	\$2.61	\$0.00
5012	Moonpie - Vanilla	22	\$0.87	\$19.14	\$0.00
5013	Saltines 4pks/bx	9	\$3.66	\$32.94	\$0.00
5014	Chocolate Cupcake 4oz 2pk	13	\$1.17	\$15.21	\$0.00
5016	Fudge Brownie 2.75 oz	1	\$1.12	\$1.12	\$0.00
5020	Grilled Cheese Cracker	16	\$0.69	\$11.04	\$0.00
5021	Toastchee PB Cracker	3	\$0.69	\$2.07	\$0.00
5022	Cream Cheese & Chive Cracker	36	\$0.69	\$24.84	\$0.00
5024	BOLDS! Buff. Wing / Blue Cheese Cracker	150	\$0.71	\$106.50	\$0.00
5025	Salted Peanuts 3.5oz	5	\$1.26	\$6.30	\$0.00
5026	Honey Roasted Peanuts 3.5oz	28	\$1.26	\$35.28	\$0.00
5028	Sweet & Spicy Trail Mix	12	\$0.82	\$9.84	\$0.00
5029	Rice Krispie Treat	10	\$1.12	\$11.20	\$0.00
5030	Granola Bar - Oats & Honey	7	\$0.89	\$6.23	\$0.00
5031	Blazin Hot P'nuts 3.5oz	1	\$1.26	\$1.26	\$0.00
5032	Sharp Cheese Spread 8oz	1	\$3.15	\$3.15	\$0.00
5034	Jalapeno Cheese 8oz.	1	\$3.15	\$3.15	\$0.00
5036	Mix'n Yogurt 2oz	8	\$0.94	\$7.52	\$0.00
5040	Peanut Butter Granola Bar	3	\$0.89	\$2.67	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5042	Chocolate Chip Cookies	7	\$1.08	\$7.56	\$0.00
5043	Strawberry Cookies 5oz	4	\$1.08	\$4.32	\$0.00
5044	Peanut Butter Cookies 5oz	6	\$1.08	\$6.48	\$0.00
5045	Vanilla Cookies 5oz	2	\$1.08	\$2.16	\$0.00
5047	Lemon Cookies 5oz	2	\$1.08	\$2.16	\$0.00
5048	Iced Oatmeal Cookie 5oz	8	\$1.08	\$8.64	\$0.00
5051	Grandma's Choc. Chip Cookies 2.5oz	1	\$0.86	\$0.86	\$0.00
5055	Strawberry Pop-Tart 2pk	13	\$1.17	\$15.21	\$0.00
5056	Blueberry Pop-Tart 2pk	10	\$1.17	\$11.70	\$0.00
5058	Refried Beans w/ Jalapenos 8oz.	24	\$2.37	\$56.88	\$0.00
5061	Pre-Cooked Rice Bag	11	\$1.80	\$19.80	\$0.00
5062	Flour Tortilla	18	\$1.88	\$33.84	\$0.00
5063	Chili w/ Beans Pouch	8	\$3.08	\$24.64	\$0.00
5065	Tuna in a Pouch 6oz	46	\$2.62	\$120.52	\$0.00
5066	Chicken Vienna Sausage (Bite Size) Pouch	1	\$1.50	\$1.50	\$0.00
5068	Beef Jerky Pouch 1oz.	4	\$1.79	\$7.16	\$0.00
5070	Beef-n-Cheese Stick	21	\$1.00	\$21.00	\$0.00
5071	TB Twin Salami 1oz	2	\$1.00	\$2.00	\$0.00
5073	Spicy Sausage	42	\$0.91	\$38.22	\$0.00
5075	Dill Pickle	23	\$1.42	\$32.66	\$0.00
5076	Hot Pickle	18	\$1.42	\$25.56	\$0.00
5077	Panola Hot Sauce	16	\$1.27	\$20.32	\$0.00
5078	Peanut Butter Squeeze Pouch	13	\$0.86	\$11.18	\$0.00
5079	Mayonnaise Squeeze Pouch	92	\$0.35	\$32.20	\$0.00
5081	Big Haus Original Beef Stick 5oz	25	\$2.82	\$70.50	\$0.00
5082	Big Haus Hot Jalp. Beef Stick 5oz	31	\$2.82	\$87.42	\$0.00
5083	Big Haus Mesquite Beef Stick 5oz	44	\$2.82	\$124.08	\$0.00
5084	Grape Jelly Squeeze Pouch	30	\$0.35	\$10.50	\$0.00
5087	Pouch Sardines in Oil 3.53oz	2	\$1.64	\$3.28	\$0.00
5088	Pouch Sardines in Hot Sauce 3.53oz	5	\$1.64	\$8.20	\$0.00
5090	Titio's Jalpeno Slices	12	\$0.65	\$7.80	\$0.00
5093	Cocoa Puffs Cereal Bar	77	\$0.42	\$32.34	\$0.00
5100	Hot Pork Skins 1 oz	106	\$0.68	\$72.08	\$0.00
5101	BBQ Pork Skins1 oz	72	\$0.68	\$48.96	\$0.00
5103	Lays Salt & Vinegar LSS	261	\$0.59	\$153.99	\$0.00
5104	Sour Cream & Onion Chip LSS	45	\$1.06	\$47.70	\$0.00
5108	Fritos BBQ Corn Chip LSS	30	\$1.06	\$31.80	\$0.00
5109	Hot Buffalo Wing Chip	300	\$0.59	\$177.00	\$0.00
5110	Jalapeno Chip	162	\$0.59	\$95.58	\$0.00
5111	Bacon Cheddar Fries	19	\$0.64	\$12.16	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5112	Puffed Cheetos	324	\$0.65	\$210.60	\$0.00
5113	Kosher Dill Chips	90	\$0.59	\$53.10	\$0.00
5114	Lance White Cheddar Popcorn	23	\$0.59	\$13.57	\$0.00
5115	Cheez-It 1.5oz	33	\$0.70	\$23.10	\$0.00
5116	Snyders Jalap. Pret. Pieces	12	\$0.95	\$11.40	\$0.00
5117	Snyders Hot Buffalo Pieces	20	\$0.95	\$19.00	\$0.00
5118	RoldGold Tiny Twist LSS	1	\$1.06	\$1.06	\$0.00
5122	Zapp's Voodoo Chip 1.5oz	111	\$0.85	\$94.35	\$0.00
5123	Buffalo Wing Bleu Cheese LSS	338	\$0.75	\$253.50	\$0.00
5125	Lays BBQ LSS	17	\$1.06	\$18.02	\$0.00
5126	Snyders Honey Mustard Onion Pret. Piece	12	\$0.95	\$11.40	\$0.00
5127	Cheetos Jalp. Cheddar LSS	239	\$1.06	\$253.34	\$0.00
5128	Ruffles Cheddar S-Cream LSS	108	\$1.06	\$114.48	\$0.00
5131	Cup Soup - California Vegetable	18	\$0.91	\$16.38	\$0.00
5134	Cup Soup - Hot & Spicy Chicken	15	\$0.91	\$13.65	\$0.00
5135	Cup Soup - Beef	8	\$0.91	\$7.28	\$0.00
5140	Chili Ramen Soup - Bag	718	\$0.64	\$459.52	\$0.00
5141	Beef Ramen Soup - Bag	130	\$0.64	\$83.20	\$0.00
5142	Cajun Chicken Ramen Soup - Bag	543	\$0.64	\$347.52	\$0.00
5143	Picante Beef Ramen Soup - Bag	231	\$0.64	\$147.84	\$0.00
5144	Hot-n-Spicy Veg. Ramen Soup - Bag	528	\$0.64	\$337.92	\$0.00
5145	Chicken Ramen Soup - Bag	237	\$0.64	\$151.68	\$0.00
5146	Shrimp Ramen Soup - Bag	164	\$0.64	\$104.96	\$0.00
5148	Funyuns LSS	14	\$1.06	\$14.84	\$0.00
5149	Cool Ranch Doritos LSS	48	\$1.06	\$50.88	\$0.00
5303	Malt-O-Meal Tootie Fruities 12.5oz	3	\$4.97	\$14.91	\$0.00
6001	Hershey W/Almond	4	\$1.19	\$4.76	\$0.00
6003	Kit Kat	1	\$1.19	\$1.19	\$0.00
6007	Snickers Bar	14	\$1.19	\$16.66	\$0.00
6008	M&M Peanut	7	\$1.19	\$8.33	\$0.00
6011	Baby Ruth	1	\$1.19	\$1.19	\$0.00
6012	Butterfinger	1	\$1.19	\$1.19	\$0.00
6014	Skittles - Orig	4	\$1.19	\$4.76	\$0.00
6019	Atomic Fireballs 4oz Bag	5	\$1.56	\$7.80	\$0.00
6020	Jolly Rancher - Asst. 4 oz Bag	18	\$1.50	\$27.00	\$0.00
6025	Tootsie Pop	8	\$0.35	\$2.80	\$0.00
6027	Twix Caramel	1	\$1.19	\$1.19	\$0.00
6035	Mix Berry Fruit Snack	2	\$1.06	\$2.12	\$0.00
6036	Strawberry Fruit Snacks	1	\$1.06	\$1.06	\$0.00
7007	Large Shower Shoe	1	\$2.29	\$2.29	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
		8155		\$7592.97	\$0.00

Commissary 100-38-9001-9 Product Sales

Period 8/1/2015 12:00 AM to 8/31/2015 11:59 PM Accounts: Checking

Code	Product	Qty	Price	SubTTL	Tax
1007	Ibuprofen- 2 pack	14	\$0.86	\$12.04	\$0.00
1011	Halls Reg. Cough Drops	2	\$1.56	\$3.12	\$0.00
1013	Tums	1	\$1.66	\$1.66	\$0.00
2001	Deodrant Stick 1.6 oz	1	\$1.72	\$1.72	\$0.00
2002	Mennon Speed Stick 2oz Reg	1	\$3.65	\$3.65	\$0.00
2003	Suave A/P Solid	2	\$3.59	\$7.18	\$0.00
2013	2 oz. Shampoo & Body Bath	1	\$0.81	\$0.81	\$0.00
2021	Dial Gold Soap 3.5 oz	2	\$1.50	\$3.00	\$0.00
2022	Irish Spring 3.2oz	6	\$1.42	\$8.52	\$0.00
2031	Colgate TP 4.6 oz	4	\$2.72	\$10.88	\$0.00
2035	Toothbrush Holder	2	\$1.14	\$2.28	\$0.00
2037	Medium TEK Toothbrush	1	\$1.14	\$1.14	\$0.00
2069	Baby Powder 4 oz	1	\$1.19	\$1.19	\$0.00
2071	Petroleum Jelly 4 oz	1	\$1.72	\$1.72	\$0.00
3001	Greeting Card - Thinking Of You	7	\$1.42	\$9.94	\$0.00
3002	Greeting Card - Love You	4	\$1.42	\$5.68	\$0.00
3003	Greeting Card - Birthday Adult	1	\$1.42	\$1.42	\$0.00
3015	Playing Cards	3	\$1.82	\$5.46	\$0.00
3017	Plastic Coffee Mug 12oz	1	\$1.14	\$1.14	\$0.00
3018	Cereal Bowl w/ Lid 23oz	5	\$1.52	\$7.60	\$0.00
3022	Black Ink Pen	2	\$0.34	\$0.68	\$0.00
3024	Writing Pad Gummed 8.5x11	1	\$1.48	\$1.48	\$0.00
3025	Plain Envelope	13	\$0.12	\$1.56	\$0.00
3026	Stamped Envelope	27	\$0.64	\$17.28	\$0.00
3028	Stamp	64	\$0.49	\$31.36	\$0.00
3030	AA Batteries (4)	2	\$3.75	\$7.50	\$0.00
3032	Crossword Puzzle	1	\$1.86	\$1.86	\$0.00
4001	Coke - 20 oz	26	\$1.52	\$39.52	\$0.00
4003	Sprite - 20 oz	8	\$1.52	\$12.16	\$0.00
4004	Mr. Pibb - 20 oz	57	\$1.52	\$86.64	\$0.00
4005	Mellow Yellow - 20 oz	20	\$1.52	\$30.40	\$0.00
4006	Fanta Orange - 20 oz	31	\$1.52	\$47.12	\$0.00
4007	Fanta Grape - 20 oz	14	\$1.52	\$21.28	\$0.00
4008	Fanta Strawberry - 20 oz	102	\$1.52	\$155.04	\$0.00
4019	Maxima Instant Coffee 3 oz.	127	\$3.88	\$492.76	\$0.00
4020	Colombian Coffee 3.3oz w/Zip-Loc	19	\$4.94	\$93.86	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
4021	Maxima Spray Dried Coffee - 2 oz	15	\$1.90	\$28.50	\$0.00
4025	SS Hot Cocoa 10ct BX	1	\$3.35	\$3.35	\$0.00
4027	Sugar (10)	4	\$0.68	\$2.72	\$0.00
4028	Coffee Creamer (10)	3	\$0.75	\$2.25	\$0.00
4030	Lemonade 6 oz Bag	16	\$1.72	\$27.52	\$0.00
4031	Tropical Punch 6 oz Bag	43	\$1.72	\$73.96	\$0.00
4032	Cherry 6 oz Bag	36	\$1.72	\$61.92	\$0.00
4033	Grape 6 oz Bag	7	\$1.72	\$12.04	\$0.00
4034	Orange 6 oz Bag	7	\$1.72	\$12.04	\$0.00
4037	Iced Tea 6 oz Bag	9	\$1.72	\$15.48	\$0.00
4100	Instant Non-Fat Dry Milk 4oz	1	\$2.89	\$2.89	\$0.00
5000	Choc Chip Creme Pies 8ct\bx	1	\$2.06	\$2.06	\$0.00
5001	Grand Iced Honey Bun	715	\$1.09	\$779.35	\$0.00
5002	Glazed Honey Bun	253	\$0.95	\$240.35	\$0.00
5004	Oatmeal Cream Pie 8ct\Bx	3	\$2.06	\$6.18	\$0.00
5005	Buddy Bar 6/2pk Bx	9	\$3.06	\$27.54	\$0.00
5006	Swiss Roll 6/2pk Bx	1	\$3.06	\$3.06	\$0.00
5007	Pecan Spins 8ct	9	\$2.52	\$22.68	\$0.00
5008	Snack Crackers (bx)	2	\$4.58	\$9.16	\$0.00
5009	Cheese Cracker (bx)	1	\$2.97	\$2.97	\$0.00
5010	Moonpie - Banana	4	\$0.87	\$3.48	\$0.00
5011	Moonpie - Chocolate	7	\$0.87	\$6.09	\$0.00
5012	Moonpie - Vanilla	9	\$0.87	\$7.83	\$0.00
5013	Saltines 4pks/bx	3	\$3.66	\$10.98	\$0.00
5014	Chocolate Cupcake 4oz 2pk	4	\$1.17	\$4.68	\$0.00
5020	Grilled Cheese Cracker	27	\$0.69	\$18.63	\$0.00
5021	Toastchee PB Cracker	2	\$0.69	\$1.38	\$0.00
5022	Cream Cheese & Chive Cracker	44	\$0.69	\$30.36	\$0.00
5024	BOLDS! Buff. Wing / Blue Cheese Cracker	202	\$0.71	\$143.42	\$0.00
5025	Salted Peanuts 3.5oz	1	\$1.26	\$1.26	\$0.00
5026	Honey Roasted Peanuts 3.5oz	28	\$1.26	\$35.28	\$0.00
5028	Sweet & Spicy Trail Mix	18	\$0.82	\$14.76	\$0.00
5029	Rice Krispie Treat	11	\$1.12	\$12.32	\$0.00
5030	Granola Bar - Oats & Honey	6	\$0.89	\$5.34	\$0.00
5031	Blazin Hot P'nuts 3.5oz	3	\$1.26	\$3.78	\$0.00
5032	Sharp Cheese Spread 8oz	3	\$3.15	\$9.45	\$0.00
5034	Jalapeno Cheese 8oz.	3	\$3.15	\$9.45	\$0.00
5036	Mix'n Yogurt 2oz	1	\$0.94	\$0.94	\$0.00
5040	Peanut Butter Granola Bar	3	\$0.89	\$2.67	\$0.00
5041	Oreo Cookies	2	\$0.85	\$1.70	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5042	Chocolate Chip Cookies	15	\$1.08	\$16.20	\$0.00
5043	Strawberry Cookies 5oz	14	\$1.08	\$15.12	\$0.00
5044	Peanut Butter Cookies 5oz	13	\$1.08	\$14.04	\$0.00
5045	Vanilla Cookies 5oz	3	\$1.08	\$3.24	\$0.00
5046	Duplex Cookies 5oz	11	\$1.08	\$11.88	\$0.00
5048	Iced Oatmeal Cookie 5oz	10	\$1.08	\$10.80	\$0.00
5051	Grandma's Choc. Chip Cookies 2.5oz	5	\$0.86	\$4.30	\$0.00
5055	Strawberry Pop-Tart 2pk	17	\$1.17	\$19.89	\$0.00
5056	Blueberry Pop-Tart 2pk	13	\$1.17	\$15.21	\$0.00
5058	Refried Beans w/ Jalapenos 8oz.	37	\$2.37	\$87.69	\$0.00
5061	Pre-Cooked Rice Bag	11	\$1.80	\$19.80	\$0.00
5062	Flour Tortilla	9	\$1.88	\$16.92	\$0.00
5063	Chili w/ Beans Pouch	2	\$3.08	\$6.16	\$0.00
5065	Tuna in a Pouch 6oz	40	\$2.62	\$104.80	\$0.00
5070	Beef-n-Cheese Stick	38	\$1.00	\$38.00	\$0.00
5071	TB Twin Salami 1oz	7	\$1.00	\$7.00	\$0.00
5073	Spicy Sausage	34	\$0.91	\$30.94	\$0.00
5075	Dill Pickle	25	\$1.42	\$35.50	\$0.00
5076	Hot Pickle	14	\$1.42	\$19.88	\$0.00
5077	Panola Hot Sauce	12	\$1.27	\$15.24	\$0.00
5078	Peanut Butter Squeeze Pouch	11	\$0.86	\$9.46	\$0.00
5079	Mayonnaise Squeeze Pouch	99	\$0.35	\$34.65	\$0.00
5081	Big Haus Original Beef Stick 5oz	25	\$2.82	\$70.50	\$0.00
5082	Big Haus Hot Jalp. Beef Stick 5oz	35	\$2.82	\$98.70	\$0.00
5083	Big Haus Mesquite Beef Stick 5oz	50	\$2.82	\$141.00	\$0.00
5084	Grape Jelly Squeeze Pouch	15	\$0.35	\$5.25	\$0.00
5087	Pouch Sardines in Oil 3.53oz	4	\$1.64	\$6.56	\$0.00
5088	Pouch Sardines in Hot Sauce 3.53oz	6	\$1.64	\$9.84	\$0.00
5090	Titio's Jalpeno Slices	15	\$0.65	\$9.75	\$0.00
5093	Cocoa Puffs Cereal Bar	94	\$0.42	\$39.48	\$0.00
5100	Hot Pork Skins 1 oz	29	\$0.68	\$19.72	\$0.00
5101	BBQ Pork Skins1 oz	75	\$0.68	\$51.00	\$0.00
5103	Lays Salt & Vinegar LSS	182	\$0.59	\$107.38	\$0.00
5104	Sour Cream & Onion Chip LSS	26	\$1.06	\$27.56	\$0.00
5108	Fritos BBQ Corn Chip LSS	56	\$1.06	\$59.36	\$0.00
5109	Hot Buffalo Wing Chip	252	\$0.59	\$148.68	\$0.00
5110	Jalapeno Chip	174	\$0.59	\$102.66	\$0.00
5111	Bacon Cheddar Fries	21	\$0.64	\$13.44	\$0.00
5112	Puffed Cheetos	296	\$0.65	\$192.40	\$0.00
5113	Kosher Dill Chips	121	\$0.59	\$71.39	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5114	Lance White Cheddar Popcorn	37	\$0.59	\$21.83	\$0.00
5115	Cheez-It 1.5oz	41	\$0.70	\$28.70	\$0.00
5116	Snyders Jalap. Pret. Pieces	7	\$0.95	\$6.65	\$0.00
5117	Snyders Hot Buffalo Pieces	18	\$0.95	\$17.10	\$0.00
5118	RoldGold Tiny Twist LSS	2	\$1.06	\$2.12	\$0.00
5122	Zapp's Voodoo Chip 1.5oz	105	\$0.85	\$89.25	\$0.00
5123	Buffalo Wing Bleu Cheese LSS	285	\$0.75	\$213.75	\$0.00
5125	Lays BBQ LSS	34	\$1.06	\$36.04	\$0.00
5126	Snyders Honey Mustard Onion Pret. Piece	6	\$0.95	\$5.70	\$0.00
5127	Cheetos Jalp. Cheddar LSS	248	\$1.06	\$262.88	\$0.00
5128	Ruffles Cheddar S-Cream LSS	109	\$1.06	\$115.54	\$0.00
5131	Cup Soup - California Vegetable	21	\$0.91	\$19.11	\$0.00
5134	Cup Soup - Hot & Spicy Chicken	18	\$0.91	\$16.38	\$0.00
5140	Chili Ramen Soup - Bag	578	\$0.64	\$369.92	\$0.00
5141	Beef Ramen Soup - Bag	168	\$0.64	\$107.52	\$0.00
5142	Cajun Chicken Ramen Soup - Bag	487	\$0.64	\$311.68	\$0.00
5143	Picante Beef Ramen Soup - Bag	251	\$0.64	\$160.64	\$0.00
5144	Hot-n-Spicy Veg. Ramen Soup - Bag	270	\$0.64	\$172.80	\$0.00
5145	Chicken Ramen Soup - Bag	348	\$0.64	\$222.72	\$0.00
5146	Shrimp Ramen Soup - Bag	236	\$0.64	\$151.04	\$0.00
5148	Funyuns LSS	2	\$1.06	\$2.12	\$0.00
5149	Cool Ranch Doritos LSS	47	\$1.06	\$49.82	\$0.00
5303	Malt-O-Meal Tootie Fruities 12.5oz	1	\$4.97	\$4.97	\$0.00
5304	Malt-O-Meal Frosted Flakes 15oz	2	\$4.89	\$9.78	\$0.00
5320	Instant Oatmeal Variety 10pk	1	\$4.44	\$4.44	\$0.00
6005	Reese's Peanut Butter Cup	2	\$1.19	\$2.38	\$0.00
6006	Milky Way	1	\$1.19	\$1.19	\$0.00
6007	Snickers Bar	18	\$1.19	\$21.42	\$0.00
6008	M&M Peanut	4	\$1.19	\$4.76	\$0.00
6009	M&M Plain	1	\$1.19	\$1.19	\$0.00
6010	3 Musketeers	5	\$1.19	\$5.95	\$0.00
6014	Skittles - Orig	5	\$1.19	\$5.95	\$0.00
6019	Atomic Fireballs 4oz Bag	3	\$1.56	\$4.68	\$0.00
6020	Jolly Rancher - Asst. 4 oz Bag	17	\$1.50	\$25.50	\$0.00
6024	Chick-O-Stick 3oz Bag	1	\$1.30	\$1.30	\$0.00
6025	Tootsie Pop	16	\$0.35	\$5.60	\$0.00
6027	Twix Caramel	3	\$1.19	\$3.57	\$0.00
6031	Jawbreakers	4	\$1.11	\$4.44	\$0.00
6036	Strawberry Fruit Snacks	2	\$1.06	\$2.12	\$0.00
		7411		\$6994.41	\$0.00

Commissary 100-38-9001-9 Product Sales

Period 9/1/2015 12:00 AM to 9/30/2015 11:59 PM Accounts: Checking

Code	Product	Qty	Price	SubTTL	Tax
1005	Chapstick Ind.	1	\$2.11	\$2.11	\$0.00
1007	Ibuprofen- 2 pack	8	\$0.86	\$6.88	\$0.00
1013	Tums	1	\$1.66	\$1.66	\$0.00
2002	Mennon Speed Stick 2oz Reg	4	\$3.65	\$14.60	\$0.00
2003	Suave A/P Solid	3	\$3.59	\$10.77	\$0.00
2006	PC Men's Stick Deo. Freshscent	2	\$1.98	\$3.96	\$0.00
2007	PC Ladies Stick Deo. Powder fresh	2	\$1.98	\$3.96	\$0.00
2011	VO5 2-N-1 12.5OZ	1	\$2.81	\$2.81	\$0.00
2021	Dial Gold Soap 3.5 oz	14	\$1.50	\$21.00	\$0.00
2022	Irish Spring 3.2oz	3	\$1.42	\$4.26	\$0.00
2029	Soap Dish	4	\$1.14	\$4.56	\$0.00
2030	Close-Up Toothpaste	3	\$3.31	\$9.93	\$0.00
2031	Colgate TP 4.6 oz	9	\$2.72	\$24.48	\$0.00
2035	Toothbrush Holder	2	\$1.14	\$2.28	\$0.00
2037	Medium TEK Toothbrush	3	\$1.14	\$3.42	\$0.00
2040	4 oz Hand and Body Lotion	1	\$1.14	\$1.14	\$0.00
2041	Cocoa Butter 20 oz Lotion	2	\$2.28	\$4.56	\$0.00
2061	Royal Crown 4oz	1	\$3.22	\$3.22	\$0.00
2063	Palm Brush	1	\$1.81	\$1.81	\$0.00
2064	Black Comb 5 in	2	\$0.29	\$0.58	\$0.00
2069	Baby Powder 4 oz	3	\$1.19	\$3.57	\$0.00
2071	Petroleum Jelly 4 oz	2	\$1.72	\$3.44	\$0.00
3001	Greeting Card - Thinking Of You	7	\$1.42	\$9.94	\$0.00
3002	Greeting Card - Love You	9	\$1.42	\$12.78	\$0.00
3004	Greeting Card - Birthday Child	2	\$1.42	\$2.84	\$0.00
3015	Playing Cards	2	\$1.82	\$3.64	\$0.00
3017	Plastic Coffee Mug 12oz	1	\$1.14	\$1.14	\$0.00
3018	Cereal Bowl w/ Lid 23oz	7	\$1.52	\$10.64	\$0.00
3022	Black Ink Pen	7	\$0.34	\$2.38	\$0.00
3024	Writing Pad Gummed 8.5x11	2	\$1.48	\$2.96	\$0.00
3025	Plain Envelope	6	\$0.12	\$0.72	\$0.00
3026	Stamped Envelope	32	\$0.64	\$20.48	\$0.00
3027	Manilla Envelope	10	\$0.22	\$2.20	\$0.00
3028	Stamp	58	\$0.49	\$28.42	\$0.00
3030	AA Batteries (4)	3	\$3.75	\$11.25	\$0.00
3041	Word Search Book	3	\$1.86	\$5.58	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
4001	Coke - 20 oz	63	\$1.52	\$95.76	\$0.00
4003	Sprite - 20 oz	14	\$1.52	\$21.28	\$0.00
4004	Mr. Pibb - 20 oz	61	\$1.52	\$92.72	\$0.00
4005	Mellow Yellow - 20 oz	16	\$1.52	\$24.32	\$0.00
4006	Fanta Orange - 20 oz	60	\$1.52	\$91.20	\$0.00
4007	Fanta Grape - 20 oz	17	\$1.52	\$25.84	\$0.00
4008	Fanta Strawberry - 20 oz	90	\$1.52	\$136.80	\$0.00
4019	Maxima Instant Coffee 3 oz.	158	\$3.88	\$613.04	\$0.00
4020	Colombian Coffee 3.3oz w/Zip-Loc	19	\$4.94	\$93.86	\$0.00
4021	Maxima Spray Dried Coffee - 2 oz	16	\$1.90	\$30.40	\$0.00
4027	Sugar (10)	5	\$0.68	\$3.40	\$0.00
4028	Coffee Creamer (10)	6	\$0.75	\$4.50	\$0.00
4030	Lemonade 6 oz Bag	17	\$1.72	\$29.24	\$0.00
4031	Tropical Punch 6 oz Bag	62	\$1.72	\$106.64	\$0.00
4032	Cherry 6 oz Bag	39	\$1.72	\$67.08	\$0.00
4033	Grape 6 oz Bag	8	\$1.72	\$13.76	\$0.00
4034	Orange 6 oz Bag	10	\$1.72	\$17.20	\$0.00
4037	Iced Tea 6 oz Bag	10	\$1.72	\$17.20	\$0.00
4100	Instant Non-Fat Dry Milk 4oz	2	\$2.89	\$5.78	\$0.00
5000	Choc Chip Creme Pies 8ct\bx	1	\$2.06	\$2.06	\$0.00
5001	Grand Iced Honey Bun	940	\$1.09	\$1024.60	\$0.00
5002	Glazed Honey Bun	622	\$0.95	\$590.90	\$0.00
5004	Oatmeal Cream Pie 8ct\Bx	5	\$2.06	\$10.30	\$0.00
5005	Buddy Bar 6/2pk Bx	12	\$3.06	\$36.72	\$0.00
5007	Pecan Spins 8ct	7	\$2.52	\$17.64	\$0.00
5008	Snack Crackers (bx)	4	\$4.58	\$18.32	\$0.00
5009	Cheese Cracker (bx)	6	\$2.97	\$17.82	\$0.00
5010	Moonpie - Banana	6	\$0.87	\$5.22	\$0.00
5011	Moonpie - Chocolate	3	\$0.87	\$2.61	\$0.00
5012	Moonpie - Vanilla	17	\$0.87	\$14.79	\$0.00
5013	Saltines 4pks/bx	8	\$3.66	\$29.28	\$0.00
5014	Chocolate Cupcake 4oz 2pk	4	\$1.17	\$4.68	\$0.00
5020	Grilled Cheese Cracker	42	\$0.69	\$28.98	\$0.00
5021	Toastchee PB Cracker	24	\$0.69	\$16.56	\$0.00
5022	Cream Cheese & Chive Cracker	31	\$0.69	\$21.39	\$0.00
5024	BOLDS! Buff. Wing / Blue Cheese Cracker	249	\$0.71	\$176.79	\$0.00
5026	Honey Roasted Peanuts 3.5oz	38	\$1.26	\$47.88	\$0.00
5028	Sweet & Spicy Trail Mix	25	\$0.82	\$20.50	\$0.00
5029	Rice Krispie Treat	8	\$1.12	\$8.96	\$0.00
5030	Granola Bar - Oats & Honey	36	\$0.89	\$32.04	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5032	Sharp Cheese Spread 8oz	3	\$3.15	\$9.45	\$0.00
5033	Crunch-n-Munch	1	\$2.64	\$2.64	\$0.00
5034	Jalapeno Cheese 8oz.	5	\$3.15	\$15.75	\$0.00
5036	Mix'n Yogurt 2oz	2	\$0.94	\$1.88	\$0.00
5039	Chocolate Creme Cookies 5oz	6	\$1.08	\$6.48	\$0.00
5040	Peanut Butter Granola Bar	4	\$0.89	\$3.56	\$0.00
5041	Oreo Cookies	3	\$0.85	\$2.55	\$0.00
5042	Chocolate Chip Cookies	15	\$1.08	\$16.20	\$0.00
5043	Strawberry Cookies 5oz	8	\$1.08	\$8.64	\$0.00
5044	Peanut Butter Cookies 5oz	4	\$1.08	\$4.32	\$0.00
5045	Vanilla Cookies 5oz	6	\$1.08	\$6.48	\$0.00
5046	Duplex Cookies 5oz	13	\$1.08	\$14.04	\$0.00
5047	Lemon Cookies 5oz	1	\$1.08	\$1.08	\$0.00
5048	Iced Oatmeal Cookie 5oz	5	\$1.08	\$5.40	\$0.00
5051	Grandma's Choc. Chip Cookies 2.5oz	2	\$0.86	\$1.72	\$0.00
5055	Strawberry Pop-Tart 2pk	28	\$1.17	\$32.76	\$0.00
5056	Blueberry Pop-Tart 2pk	9	\$1.17	\$10.53	\$0.00
5058	Refried Beans w/ Jalapenos 8oz.	24	\$2.37	\$56.88	\$0.00
5061	Pre-Cooked Rice Bag	23	\$1.80	\$41.40	\$0.00
5062	Flour Tortilla	18	\$1.88	\$33.84	\$0.00
5063	Chili w/ Beans Pouch	7	\$3.08	\$21.56	\$0.00
5065	Tuna in a Pouch 6oz	57	\$2.62	\$149.34	\$0.00
5070	Beef-n-Cheese Stick	33	\$1.00	\$33.00	\$0.00
5071	TB Twin Salami 1oz	13	\$1.00	\$13.00	\$0.00
5073	Spicy Sausage	78	\$0.91	\$70.98	\$0.00
5075	Dill Pickle	25	\$1.42	\$35.50	\$0.00
5076	Hot Pickle	26	\$1.42	\$36.92	\$0.00
5077	Panola Hot Sauce	21	\$1.27	\$26.67	\$0.00
5078	Peanut Butter Squeeze Pouch	8	\$0.86	\$6.88	\$0.00
5079	Mayonnaise Squeeze Pouch	81	\$0.35	\$28.35	\$0.00
5081	Big Haus Original Beef Stick 5oz	37	\$2.82	\$104.34	\$0.00
5082	Big Haus Hot Jalp. Beef Stick 5oz	54	\$2.82	\$152.28	\$0.00
5083	Big Haus Mesquite Beef Stick 5oz	30	\$2.82	\$84.60	\$0.00
5087	Pouch Sardines in Oil 3.53oz	1	\$1.64	\$1.64	\$0.00
5090	Titio's Jalpeno Slices	11	\$0.65	\$7.15	\$0.00
5093	Cocoa Puffs Cereal Bar	66	\$0.42	\$27.72	\$0.00
5100	Hot Pork Skins 1 oz	89	\$0.68	\$60.52	\$0.00
5101	BBQ Pork Skins 1 oz	73	\$0.68	\$49.64	\$0.00
5103	Lays Salt & Vinegar LSS	205	\$0.59	\$120.95	\$0.00
5104	Sour Cream & Onion Chip LSS	25	\$1.06	\$26.50	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5108	Fritos BBQ Corn Chip LSS	52	\$1.06	\$55.12	\$0.00
5109	Hot Buffalo Wing Chip	318	\$0.59	\$187.62	\$0.00
5110	Jalapeno Chip	186	\$0.59	\$109.74	\$0.00
5111	Bacon Cheddar Fries	25	\$0.64	\$16.00	\$0.00
5112	Puffed Cheetos	343	\$0.65	\$222.95	\$0.00
5113	Kosher Dill Chips	147	\$0.59	\$86.73	\$0.00
5114	Lance White Cheddar Popcorn	51	\$0.59	\$30.09	\$0.00
5115	Cheez-It 1.5oz	28	\$0.70	\$19.60	\$0.00
5116	Snyders Jalap. Pret. Pieces	12	\$0.95	\$11.40	\$0.00
5117	Snyders Hot Buffalo Pieces	14	\$0.95	\$13.30	\$0.00
5122	Zapp's Voodoo Chip 1.5oz	256	\$0.85	\$217.60	\$0.00
5123	Buffalo Wing Bleu Cheese LSS	371	\$0.75	\$278.25	\$0.00
5125	Lays BBQ LSS	10	\$1.06	\$10.60	\$0.00
5126	Snyders Honey Mustard Onion Pret. Piece	4	\$0.95	\$3.80	\$0.00
5127	Cheetos Jalp. Cheddar LSS	297	\$1.06	\$314.82	\$0.00
5128	Ruffles Cheddar S-Cream LSS	110	\$1.06	\$116.60	\$0.00
5131	Cup Soup - California Vegetable	2	\$0.91	\$1.82	\$0.00
5134	Cup Soup - Hot & Spicy Chicken	26	\$0.91	\$23.66	\$0.00
5135	Cup Soup - Beef	6	\$0.91	\$5.46	\$0.00
5140	Chili Ramen Soup - Bag	658	\$0.64	\$421.12	\$0.00
5141	Beef Ramen Soup - Bag	144	\$0.64	\$92.16	\$0.00
5142	Cajun Chicken Ramen Soup - Bag	813	\$0.64	\$520.32	\$0.00
5143	Picante Beef Ramen Soup - Bag	284	\$0.64	\$181.76	\$0.00
5144	Hot-n-Spicy Veg. Ramen Soup - Bag	381	\$0.64	\$243.84	\$0.00
5145	Chicken Ramen Soup - Bag	364	\$0.64	\$232.96	\$0.00
5146	Shrimp Ramen Soup - Bag	186	\$0.64	\$119.04	\$0.00
5148	Funyuns LSS	11	\$1.06	\$11.66	\$0.00
5149	Cool Ranch Doritos LSS	45	\$1.06	\$47.70	\$0.00
5302	Malt-O-Meal Fruity Dyno-Bites 13oz	6	\$4.89	\$29.34	\$0.00
5303	Malt-O-Meal Tootie Fruities 12.5oz	2	\$4.97	\$9.94	\$0.00
5304	Malt-O-Meal Frosted Flakes 15oz	1	\$4.89	\$4.89	\$0.00
5320	Instant Oatmeal Variety 10pk	9	\$4.44	\$39.96	\$0.00
6001	Hershey W/Almond	2	\$1.19	\$2.38	\$0.00
6005	Reese's Peanut Butter Cup	2	\$1.19	\$2.38	\$0.00
6006	Milky Way	6	\$1.19	\$7.14	\$0.00
6007	Snickers Bar	12	\$1.19	\$14.28	\$0.00
6008	M&M Peanut	3	\$1.19	\$3.57	\$0.00
6009	M&M Plain	1	\$1.19	\$1.19	\$0.00
6011	Baby Ruth	6	\$1.19	\$7.14	\$0.00
6012	Butterfinger	1	\$1.19	\$1.19	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
6014	Skittles - Orig	2	\$1.19	\$2.38	\$0.00
6019	Atomic Fireballs 4oz Bag	10	\$1.56	\$15.60	\$0.00
6020	Jolly Rancher - Asst. 4 oz Bag	25	\$1.50	\$37.50	\$0.00
6021	Starlight Mints - 4 oz	1	\$1.46	\$1.46	\$0.00
6024	Chick-O-Stick 3oz Bag	1	\$1.30	\$1.30	\$0.00
6025	Tootsie Pop	24	\$0.35	\$8.40	\$0.00
6031	Jawbreakers	3	\$1.11	\$3.33	\$0.00
6035	Mix Berry Fruit Snack	3	\$1.06	\$3.18	\$0.00
		9366		\$8993.44	\$0.00

Commissary 100-38-9001-9 Product Sales

Period 10/1/2015 12:00 AM to 10/31/2015 11:59 PM Accounts: Checking

Code	Product	Qty	Price	SubTTL	Tax
1005	Chapstick Ind.	1	\$2.11	\$2.11	\$0.00
1007	Ibuprofen- 2 pack	18	\$0.86	\$15.48	\$0.00
1013	Tums	1	\$1.66	\$1.66	\$0.00
2002	Mennon Speed Stick 2oz Reg	1	\$3.65	\$3.65	\$0.00
2003	Suave A/P Solid	3	\$3.59	\$10.77	\$0.00
2012	Dandruff Shampoo 13.5oz.	2	\$2.91	\$5.82	\$0.00
2020	Ivory Soap 3.1 oz	1	\$1.34	\$1.34	\$0.00
2021	Dial Gold Soap 3.5 oz	11	\$1.50	\$16.50	\$0.00
2022	Irish Spring 3.2oz	2	\$1.42	\$2.84	\$0.00
2024	1.5 Ind. Soap	1	\$0.34	\$0.34	\$0.00
2030	Close-Up Toothpaste	1	\$3.31	\$3.31	\$0.00
2031	Colgate TP 4.6 oz	2	\$2.72	\$5.44	\$0.00
2069	Baby Powder 4 oz	2	\$1.19	\$2.38	\$0.00
2070	Baby Oil 4 oz	1	\$1.14	\$1.14	\$0.00
2071	Petroleum Jelly 4 oz	2	\$1.72	\$3.44	\$0.00
3001	Greeting Card - Thinking Of You	4	\$1.42	\$5.68	\$0.00
3002	Greeting Card - Love You	5	\$1.42	\$7.10	\$0.00
3003	Greeting Card - Birthday Adult	1	\$1.42	\$1.42	\$0.00
3015	Playing Cards	6	\$1.82	\$10.92	\$0.00
3018	Cereal Bowl w/ Lid 23oz	2	\$1.52	\$3.04	\$0.00
3022	Black Ink Pen	12	\$0.34	\$4.08	\$0.00
3024	Writing Pad Gummed 8.5x11	1	\$1.48	\$1.48	\$0.00
3025	Plain Envelope	8	\$0.12	\$0.96	\$0.00
3026	Stamped Envelope	50	\$0.64	\$32.00	\$0.00
3028	Stamp	17	\$0.49	\$8.33	\$0.00
3030	AA Batteries (4)	1	\$3.75	\$3.75	\$0.00
4001	Coke - 20 oz	40	\$1.52	\$60.80	\$0.00
4003	Sprite - 20 oz	3	\$1.52	\$4.56	\$0.00
4004	Mr. Pibb - 20 oz	32	\$1.52	\$48.64	\$0.00
4005	Mellow Yellow - 20 oz	17	\$1.52	\$25.84	\$0.00
4006	Fanta Orange - 20 oz	48	\$1.52	\$72.96	\$0.00
4007	Fanta Grape - 20 oz	12	\$1.52	\$18.24	\$0.00
4008	Fanta Strawberry - 20 oz	70	\$1.52	\$106.40	\$0.00
4019	Maxima Instant Coffee 3 oz.	98	\$3.88	\$380.24	\$0.00
4020	Colombian Coffee 3.3oz w/Zip-Loc	13	\$4.94	\$64.22	\$0.00
4021	Maxima Spray Dried Coffee - 2 oz	16	\$1.90	\$30.40	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
4026	Sweet Thing (10)	1	\$0.68	\$0.68	\$0.00
4027	Sugar (10)	4	\$0.68	\$2.72	\$0.00
4028	Coffee Creamer (10)	2	\$0.75	\$1.50	\$0.00
4030	Lemonade 6 oz Bag	13	\$1.72	\$22.36	\$0.00
4031	Tropical Punch 6 oz Bag	33	\$1.72	\$56.76	\$0.00
4032	Cherry 6 oz Bag	41	\$1.72	\$70.52	\$0.00
4033	Grape 6 oz Bag	8	\$1.72	\$13.76	\$0.00
4034	Orange 6 oz Bag	4	\$1.72	\$6.88	\$0.00
4037	Iced Tea 6 oz Bag	6	\$1.72	\$10.32	\$0.00
4100	Instant Non-Fat Dry Milk 4oz	1	\$2.89	\$2.89	\$0.00
5000	Choc Chip Creme Pies 8ct\bx	4	\$2.06	\$8.24	\$0.00
5001	Grand Iced Honey Bun	793	\$1.09	\$864.37	\$0.00
5002	Glazed Honey Bun	386	\$0.95	\$366.70	\$0.00
5004	Oatmeal Cream Pie 8ct\Bx	8	\$2.06	\$16.48	\$0.00
5005	Buddy Bar 6/2pk Bx	6	\$3.06	\$18.36	\$0.00
5006	Swiss Roll 6/2pk Bx	2	\$3.06	\$6.12	\$0.00
5007	Pecan Spins 8ct	4	\$2.52	\$10.08	\$0.00
5008	Snack Crackers (bx)	2	\$4.58	\$9.16	\$0.00
5009	Cheese Cracker (bx)	3	\$2.97	\$8.91	\$0.00
5010	Moonpie - Banana	5	\$0.87	\$4.35	\$0.00
5011	Moonpie - Chocolate	2	\$0.87	\$1.74	\$0.00
5012	Moonpie - Vanilla	23	\$0.87	\$20.01	\$0.00
5013	Saltines 4pks/bx	4	\$3.66	\$14.64	\$0.00
5014	Chocolate Cupcake 4oz 2pk	13	\$1.17	\$15.21	\$0.00
5016	Fudge Brownie 2.75 oz	1	\$1.12	\$1.12	\$0.00
5020	Grilled Cheese Cracker	31	\$0.69	\$21.39	\$0.00
5021	Toastchee PB Cracker	2	\$0.69	\$1.38	\$0.00
5022	Cream Cheese & Chive Cracker	19	\$0.69	\$13.11	\$0.00
5024	BOLDS! Buff. Wing / Blue Cheese Cracker	170	\$0.71	\$120.70	\$0.00
5025	Salted Peanuts 3.5oz	4	\$1.26	\$5.04	\$0.00
5026	Honey Roasted Peanuts 3.5oz	39	\$1.26	\$49.14	\$0.00
5028	Sweet & Spicy Trail Mix	16	\$0.82	\$13.12	\$0.00
5029	Rice Krispie Treat	8	\$1.12	\$8.96	\$0.00
5030	Granola Bar - Oats & Honey	7	\$0.89	\$6.23	\$0.00
5031	Blazin Hot P'nuts 3.5oz	4	\$1.26	\$5.04	\$0.00
5032	Sharp Cheese Spread 8oz	1	\$3.15	\$3.15	\$0.00
5034	Jalapeno Cheese 8oz.	4	\$3.15	\$12.60	\$0.00
5036	Mix'n Yogurt 2oz	2	\$0.94	\$1.88	\$0.00
5039	Chocolate Creme Cookies 5oz	2	\$1.08	\$2.16	\$0.00
5041	Oreo Cookies	2	\$0.85	\$1.70	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5042	Chocolate Chip Cookies	14	\$1.08	\$15.12	\$0.00
5043	Strawberry Cookies 5oz	3	\$1.08	\$3.24	\$0.00
5044	Peanut Butter Cookies 5oz	3	\$1.08	\$3.24	\$0.00
5046	Duplex Cookies 5oz	2	\$1.08	\$2.16	\$0.00
5048	Iced Oatmeal Cookie 5oz	7	\$1.08	\$7.56	\$0.00
5051	Grandma's Choc. Chip Cookies 2.5oz	2	\$0.86	\$1.72	\$0.00
5055	Strawberry Pop-Tart 2pk	22	\$1.17	\$25.74	\$0.00
5056	Blueberry Pop-Tart 2pk	5	\$1.17	\$5.85	\$0.00
5058	Refried Beans w/ Jalapenos 8oz.	16	\$2.37	\$37.92	\$0.00
5059	Instant Red Beans and Rice 4.4oz	1	\$2.12	\$2.12	\$0.00
5061	Pre-Cooked Rice Bag	13	\$1.80	\$23.40	\$0.00
5062	Flour Tortilla	15	\$1.88	\$28.20	\$0.00
5063	Chili w/ Beans Pouch	2	\$3.08	\$6.16	\$0.00
5065	Tuna in a Pouch 6oz	29	\$2.62	\$75.98	\$0.00
5070	Beef-n-Cheese Stick	47	\$1.00	\$47.00	\$0.00
5071	TB Twin Salami 1oz	2	\$1.00	\$2.00	\$0.00
5073	Spicy Sausage	27	\$0.91	\$24.57	\$0.00
5075	Dill Pickle	13	\$1.42	\$18.46	\$0.00
5076	Hot Pickle	23	\$1.42	\$32.66	\$0.00
5077	Panola Hot Sauce	11	\$1.27	\$13.97	\$0.00
5078	Peanut Butter Squeeze Pouch	18	\$0.86	\$15.48	\$0.00
5079	Mayonnaise Squeeze Pouch	92	\$0.35	\$32.20	\$0.00
5081	Big Haus Original Beef Stick 5oz	18	\$2.82	\$50.76	\$0.00
5082	Big Haus Hot Jalp. Beef Stick 5oz	38	\$2.82	\$107.16	\$0.00
5083	Big Haus Mesquite Beef Stick 5oz	31	\$2.82	\$87.42	\$0.00
5084	Grape Jelly Squeeze Pouch	1	\$0.35	\$0.35	\$0.00
5088	Pouch Sardines in Hot Sauce 3.53oz	4	\$1.64	\$6.56	\$0.00
5090	Titio's Jalpeno Slices	11	\$0.65	\$7.15	\$0.00
5093	Cocoa Puffs Cereal Bar	46	\$0.42	\$19.32	\$0.00
5100	Hot Pork Skins 1 oz	63	\$0.68	\$42.84	\$0.00
5101	BBQ Pork Skins1 oz	40	\$0.68	\$27.20	\$0.00
5103	Lays Salt & Vinegar LSS	166	\$0.59	\$97.94	\$0.00
5104	Sour Cream & Onion Chip LSS	28	\$1.06	\$29.68	\$0.00
5108	Fritos BBQ Corn Chip LSS	37	\$1.06	\$39.22	\$0.00
5109	Hot Buffalo Wing Chip	234	\$0.59	\$138.06	\$0.00
5110	Jalapeno Chip	167	\$0.59	\$98.53	\$0.00
5111	Bacon Cheddar Fries	26	\$0.64	\$16.64	\$0.00
5112	Puffed Cheetos	272	\$0.65	\$176.80	\$0.00
5113	Kosher Dill Chips	92	\$0.59	\$54.28	\$0.00
5114	Lance White Cheddar Popcorn	26	\$0.59	\$15.34	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5115	Cheez-It 1.5oz	6	\$0.70	\$4.20	\$0.00
5116	Snyders Jalap. Pret. Pieces	15	\$0.95	\$14.25	\$0.00
5117	Snyders Hot Buffalo Pieces	16	\$0.95	\$15.20	\$0.00
5122	Zapp's Voodoo Chip 1.5oz	191	\$0.85	\$162.35	\$0.00
5123	Buffalo Wing Bleu Cheese LSS	302	\$0.75	\$226.50	\$0.00
5125	Lays BBQ LSS	10	\$1.06	\$10.60	\$0.00
5126	Snyders Honey Mustard Onion Pret. Piece	10	\$0.95	\$9.50	\$0.00
5127	Cheetos Jalp. Cheddar LSS	264	\$1.06	\$279.84	\$0.00
5128	Ruffles Cheddar S-Cream LSS	88	\$1.06	\$93.28	\$0.00
5131	Cup Soup - California Vegetable	1	\$0.91	\$0.91	\$0.00
5134	Cup Soup - Hot & Spicy Chicken	8	\$0.91	\$7.28	\$0.00
5135	Cup Soup - Beef	4	\$0.91	\$3.64	\$0.00
5140	Chili Ramen Soup - Bag	605	\$0.64	\$387.20	\$0.00
5141	Beef Ramen Soup - Bag	129	\$0.64	\$82.56	\$0.00
5142	Cajun Chicken Ramen Soup - Bag	518	\$0.64	\$331.52	\$0.00
5143	Picante Beef Ramen Soup - Bag	166	\$0.64	\$106.24	\$0.00
5144	Hot-n-Spicy Veg. Ramen Soup - Bag	280	\$0.64	\$179.20	\$0.00
5145	Chicken Ramen Soup - Bag	307	\$0.64	\$196.48	\$0.00
5146	Shrimp Ramen Soup - Bag	191	\$0.64	\$122.24	\$0.00
5148	Funyuns LSS	13	\$1.06	\$13.78	\$0.00
5149	Cool Ranch Doritos LSS	25	\$1.06	\$26.50	\$0.00
5303	Malt-O-Meal Tootie Fruities 12.5oz	1	\$4.97	\$4.97	\$0.00
5304	Malt-O-Meal Frosted Flakes 15oz	4	\$4.89	\$19.56	\$0.00
5320	Instant Oatmeal Variety 10pk	7	\$4.44	\$31.08	\$0.00
5330	Butter Instant Grits Bx (12pk)	1	\$4.79	\$4.79	\$0.00
6001	Hershey W/Almond	1	\$1.19	\$1.19	\$0.00
6005	Reese's Peanut Butter Cup	4	\$1.19	\$4.76	\$0.00
6007	Snickers Bar	5	\$1.19	\$5.95	\$0.00
6008	M&M Peanut	4	\$1.19	\$4.76	\$0.00
6010	3 Musketeers	1	\$1.19	\$1.19	\$0.00
6011	Baby Ruth	7	\$1.19	\$8.33	\$0.00
6014	Skittles - Orig	4	\$1.19	\$4.76	\$0.00
6019	Atomic Fireballs 4oz Bag	21	\$1.56	\$32.76	\$0.00
6020	Jolly Rancher - Asst. 4 oz Bag	13	\$1.50	\$19.50	\$0.00
6024	Chick-O-Stick 3oz Bag	2	\$1.30	\$2.60	\$0.00
6025	Tootsie Pop	3	\$0.35	\$1.05	\$0.00
6027	Twix Caramel	6	\$1.19	\$7.14	\$0.00
6035	Mix Berry Fruit Snack	7	\$1.06	\$7.42	\$0.00
		7092		\$6661.84	\$0.00

Commissary 100-38-9001-9 Product Sales

Period 11/1/2015 12:00 AM to 11/30/2015 11:59 PM Accounts: Checking

Code	Product	Qty	Price	SubTTL	Tax
1007	Ibuprofen- 2 pack	2	\$0.86	\$1.72	\$0.00
1011	Halls Reg. Cough Drops	1	\$1.56	\$1.56	\$0.00
1013	Tums	1	\$1.66	\$1.66	\$0.00
2001	Deodrant Stick 1.6 oz	1	\$1.72	\$1.72	\$0.00
2003	Suave A/P Solid	1	\$3.59	\$3.59	\$0.00
2007	PC Ladies Stick Deo. Powder fresh	5	\$1.98	\$9.90	\$0.00
2011	VO5 2-N-1 12.5OZ	1	\$2.81	\$2.81	\$0.00
2020	Ivory Soap 3.1 oz	4	\$1.34	\$5.36	\$0.00
2021	Dial Gold Soap 3.5 oz	8	\$1.50	\$12.00	\$0.00
2022	Irish Spring 3.2oz	2	\$1.42	\$2.84	\$0.00
2029	Soap Dish	2	\$1.14	\$2.28	\$0.00
2030	Close-Up Toothpaste	3	\$3.31	\$9.93	\$0.00
2031	Colgate TP 4.6 oz	7	\$2.72	\$19.04	\$0.00
2035	Toothbrush Holder	1	\$1.14	\$1.14	\$0.00
2037	Medium TEK Toothbrush	2	\$1.14	\$2.28	\$0.00
2040	4 oz Hand and Body Lotion	1	\$1.14	\$1.14	\$0.00
2064	Black Comb 5 in	3	\$0.29	\$0.87	\$0.00
3001	Greeting Card - Thinking Of You	4	\$1.42	\$5.68	\$0.00
3002	Greeting Card - Love You	5	\$1.42	\$7.10	\$0.00
3003	Greeting Card - Birthday Adult	1	\$1.42	\$1.42	\$0.00
3015	Playing Cards	3	\$1.82	\$5.46	\$0.00
3018	Cereal Bowl w/ Lid 23oz	5	\$1.52	\$7.60	\$0.00
3022	Black Ink Pen	1	\$0.34	\$0.34	\$0.00
3024	Writing Pad Gummed 8.5x11	2	\$1.48	\$2.96	\$0.00
3025	Plain Envelope	25	\$0.12	\$3.00	\$0.00
3026	Stamped Envelope	38	\$0.64	\$24.32	\$0.00
3027	Manilla Envelope	2	\$0.22	\$0.44	\$0.00
3028	Stamp	33	\$0.49	\$16.17	\$0.00
3031	AAA Batteries (4)	1	\$3.75	\$3.75	\$0.00
3041	Word Search Book	1	\$1.86	\$1.86	\$0.00
4001	Coke - 20 oz	12	\$1.52	\$18.24	\$0.00
4003	Sprite - 20 oz	7	\$1.52	\$10.64	\$0.00
4004	Mr. Pibb - 20 oz	31	\$1.52	\$47.12	\$0.00
4005	Mellow Yellow - 20 oz	23	\$1.52	\$34.96	\$0.00
4006	Fanta Orange - 20 oz	19	\$1.52	\$28.88	\$0.00
4007	Fanta Grape - 20 oz	5	\$1.52	\$7.60	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
4008	Fanta Strawberry - 20 oz	63	\$1.52	\$95.76	\$0.00
4019	Maxima Instant Coffee 3 oz.	99	\$3.88	\$384.12	\$0.00
4020	Colombian Coffee 3.3oz w/Zip-Loc	16	\$4.94	\$79.04	\$0.00
4021	Maxima Spray Dried Coffee - 2 oz	12	\$1.90	\$22.80	\$0.00
4026	Sweet Thing (10)	6	\$0.68	\$4.08	\$0.00
4027	Sugar (10)	1	\$0.68	\$0.68	\$0.00
4028	Coffee Creamer (10)	1	\$0.75	\$0.75	\$0.00
4030	Lemonade 6 oz Bag	11	\$1.72	\$18.92	\$0.00
4031	Tropical Punch 6 oz Bag	37	\$1.72	\$63.64	\$0.00
4032	Cherry 6 oz Bag	23	\$1.72	\$39.56	\$0.00
4033	Grape 6 oz Bag	4	\$1.72	\$6.88	\$0.00
4034	Orange 6 oz Bag	8	\$1.72	\$13.76	\$0.00
4037	Iced Tea 6 oz Bag	6	\$1.72	\$10.32	\$0.00
5000	Choc Chip Creme Pies 8ct\bx	4	\$2.06	\$8.24	\$0.00
5001	Grand Iced Honey Bun	628	\$1.09	\$684.52	\$0.00
5002	Glazed Honey Bun	402	\$0.95	\$381.90	\$0.00
5004	Oatmeal Cream Pie 8ct\Bx	8	\$2.06	\$16.48	\$0.00
5005	Buddy Bar 6/2pk Bx	4	\$3.06	\$12.24	\$0.00
5006	Swiss Roll 6/2pk Bx	4	\$3.06	\$12.24	\$0.00
5007	Pecan Spins 8ct	1	\$2.52	\$2.52	\$0.00
5008	Snack Crackers (bx)	1	\$4.58	\$4.58	\$0.00
5009	Cheese Cracker (bx)	5	\$2.97	\$14.85	\$0.00
5012	Moonpie - Vanilla	3	\$0.87	\$2.61	\$0.00
5013	Saltines 4pks/bx	6	\$3.66	\$21.96	\$0.00
5014	Chocolate Cupcake 4oz 2pk	15	\$1.17	\$17.55	\$0.00
5020	Grilled Cheese Cracker	19	\$0.69	\$13.11	\$0.00
5021	Toastchee PB Cracker	2	\$0.69	\$1.38	\$0.00
5022	Cream Cheese & Chive Cracker	17	\$0.69	\$11.73	\$0.00
5024	BOLDS! Buff. Wing / Blue Cheese Cracker	156	\$0.71	\$110.76	\$0.00
5025	Salted Peanuts 3.5oz	6	\$1.26	\$7.56	\$0.00
5026	Honey Roasted Peanuts 3.5oz	35	\$1.26	\$44.10	\$0.00
5028	Sweet & Spicy Trail Mix	12	\$0.82	\$9.84	\$0.00
5029	Rice Krispie Treat	3	\$1.12	\$3.36	\$0.00
5030	Granola Bar - Oats & Honey	15	\$0.89	\$13.35	\$0.00
5031	Blazin Hot P'nuts 3.5oz	9	\$1.26	\$11.34	\$0.00
5032	Sharp Cheese Spread 8oz	2	\$3.15	\$6.30	\$0.00
5034	Jalapeno Cheese 8oz.	4	\$3.15	\$12.60	\$0.00
5039	Chocolate Creme Cookies 5oz	1	\$1.08	\$1.08	\$0.00
5040	Peanut Butter Granola Bar	10	\$0.89	\$8.90	\$0.00
5041	Oreo Cookies	4	\$0.85	\$3.40	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5042	Chocolate Chip Cookies	5	\$1.08	\$5.40	\$0.00
5043	Strawberry Cookies 5oz	1	\$1.08	\$1.08	\$0.00
5044	Peanut Butter Cookies 5oz	7	\$1.08	\$7.56	\$0.00
5046	Duplex Cookies 5oz	4	\$1.08	\$4.32	\$0.00
5047	Lemon Cookies 5oz	5	\$1.08	\$5.40	\$0.00
5048	Iced Oatmeal Cookie 5oz	7	\$1.08	\$7.56	\$0.00
5055	Strawberry Pop-Tart 2pk	7	\$1.17	\$8.19	\$0.00
5056	Blueberry Pop-Tart 2pk	8	\$1.17	\$9.36	\$0.00
5058	Refried Beans w/ Jalapenos 8oz.	29	\$2.37	\$68.73	\$0.00
5059	Instant Red Beans and Rice 4.4oz	1	\$2.12	\$2.12	\$0.00
5061	Pre-Cooked Rice Bag	9	\$1.80	\$16.20	\$0.00
5062	Flour Tortilla	16	\$1.88	\$30.08	\$0.00
5063	Chili w/ Beans Pouch	12	\$3.08	\$36.96	\$0.00
5065	Tuna in a Pouch 6oz	33	\$2.62	\$86.46	\$0.00
5066	Chicken Vienna Sausage (Bite Size) Pouch	4	\$1.50	\$6.00	\$0.00
5068	Beef Jerky Pouch 1oz.	2	\$1.79	\$3.58	\$0.00
5070	Beef-n-Cheese Stick	69	\$1.00	\$69.00	\$0.00
5073	Spicy Sausage	36	\$0.91	\$32.76	\$0.00
5075	Dill Pickle	17	\$1.42	\$24.14	\$0.00
5076	Hot Pickle	27	\$1.42	\$38.34	\$0.00
5077	Panola Hot Sauce	20	\$1.27	\$25.40	\$0.00
5078	Peanut Butter Squeeze Pouch	5	\$0.86	\$4.30	\$0.00
5079	Mayonnaise Squeeze Pouch	70	\$0.35	\$24.50	\$0.00
5081	Big Haus Original Beef Stick 5oz	18	\$2.82	\$50.76	\$0.00
5082	Big Haus Hot Jalp. Beef Stick 5oz	53	\$2.82	\$149.46	\$0.00
5083	Big Haus Mesquite Beef Stick 5oz	28	\$2.82	\$78.96	\$0.00
5088	Pouch Sardines in Hot Sauce 3.53oz	11	\$1.64	\$18.04	\$0.00
5090	Titio's Jalpeno Slices	25	\$0.65	\$16.25	\$0.00
5093	Cocoa Puffs Cereal Bar	27	\$0.42	\$11.34	\$0.00
5100	Hot Pork Skins 1 oz	59	\$0.68	\$40.12	\$0.00
5101	BBQ Pork Skins1 oz	84	\$0.68	\$57.12	\$0.00
5103	Lays Salt & Vinegar LSS	119	\$0.59	\$70.21	\$0.00
5104	Sour Cream & Onion Chip LSS	24	\$1.06	\$25.44	\$0.00
5108	Fritos BBQ Corn Chip LSS	31	\$1.06	\$32.86	\$0.00
5109	Hot Buffalo Wing Chip	172	\$0.59	\$101.48	\$0.00
5110	Jalapeno Chip	107	\$0.59	\$63.13	\$0.00
5111	Bacon Cheddar Fries	19	\$0.64	\$12.16	\$0.00
5112	Puffed Cheetos	250	\$0.65	\$162.50	\$0.00
5113	Kosher Dill Chips	182	\$0.59	\$107.38	\$0.00
5114	Lance White Cheddar Popcorn	44	\$0.59	\$25.96	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5115	Cheez-It 1.5oz	9	\$0.70	\$6.30	\$0.00
5116	Snyders Jalap. Pret. Pieces	15	\$0.95	\$14.25	\$0.00
5117	Snyders Hot Buffalo Pieces	14	\$0.95	\$13.30	\$0.00
5118	RoldGold Tiny Twist LSS	1	\$1.06	\$1.06	\$0.00
5122	Zapp's Voodoo Chip 1.5oz	294	\$0.85	\$249.90	\$0.00
5123	Buffalo Wing Bleu Cheese LSS	305	\$0.75	\$228.75	\$0.00
5125	Lays BBQ LSS	17	\$1.06	\$18.02	\$0.00
5126	Snyders Honey Mustard Onion Pret. Piece	5	\$0.95	\$4.75	\$0.00
5127	Cheetos Jalp. Cheddar LSS	184	\$1.06	\$195.04	\$0.00
5128	Ruffles Cheddar S-Cream LSS	99	\$1.06	\$104.94	\$0.00
5132	Ninas Menudo Mix	1	\$1.12	\$1.12	\$0.00
5134	Cup Soup - Hot & Spicy Chicken	11	\$0.91	\$10.01	\$0.00
5135	Cup Soup - Beef	9	\$0.91	\$8.19	\$0.00
5140	Chili Ramen Soup - Bag	513	\$0.64	\$328.32	\$0.00
5141	Beef Ramen Soup - Bag	119	\$0.64	\$76.16	\$0.00
5142	Cajun Chicken Ramen Soup - Bag	481	\$0.64	\$307.84	\$0.00
5143	Picante Beef Ramen Soup - Bag	196	\$0.64	\$125.44	\$0.00
5144	Hot-n-Spicy Veg. Ramen Soup - Bag	274	\$0.64	\$175.36	\$0.00
5145	Chicken Ramen Soup - Bag	276	\$0.64	\$176.64	\$0.00
5146	Shrimp Ramen Soup - Bag	208	\$0.64	\$133.12	\$0.00
5148	Funyuns LSS	13	\$1.06	\$13.78	\$0.00
5149	Cool Ranch Doritos LSS	37	\$1.06	\$39.22	\$0.00
5302	Malt-O-Meal Fruity Dyno-Bites 13oz	1	\$4.89	\$4.89	\$0.00
5303	Malt-O-Meal Tootie Fruities 12.5oz	1	\$4.97	\$4.97	\$0.00
5304	Malt-O-Meal Frosted Flakes 15oz	2	\$4.89	\$9.78	\$0.00
5320	Instant Oatmeal Variety 10pk	2	\$4.44	\$8.88	\$0.00
6001	Hershey W/Almond	2	\$1.19	\$2.38	\$0.00
6002	Hershey Milk Chocolate	1	\$1.19	\$1.19	\$0.00
6005	Reese's Peanut Butter Cup	3	\$1.19	\$3.57	\$0.00
6006	Milky Way	1	\$1.19	\$1.19	\$0.00
6007	Snickers Bar	5	\$1.19	\$5.95	\$0.00
6008	M&M Peanut	1	\$1.19	\$1.19	\$0.00
6009	M&M Plain	1	\$1.19	\$1.19	\$0.00
6010	3 Musketeers	1	\$1.19	\$1.19	\$0.00
6011	Baby Ruth	6	\$1.19	\$7.14	\$0.00
6014	Skittles - Orig	2	\$1.19	\$2.38	\$0.00
6019	Atomic Fireballs 4oz Bag	17	\$1.56	\$26.52	\$0.00
6020	Jolly Rancher - Asst. 4 oz Bag	9	\$1.50	\$13.50	\$0.00
6024	Chick-O-Stick 3oz Bag	2	\$1.30	\$2.60	\$0.00
6025	Tootsie Pop	26	\$0.35	\$9.10	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
6027	Twix Caramel	2	\$1.19	\$2.38	\$0.00
7012	Boxer Short - XL	1	\$3.60	\$3.60	\$0.00
		6740		\$6371.90	\$0.00

Commissary 100-38-9001-9 Product Sales

Period 12/1/2015 12:00 AM to 12/31/2015 11:59 PM Accounts: Checking

Code	Product	Qty	Price	SubTTL	Tax
1013	Tums	2	\$1.66	\$3.32	\$0.00
2002	Mennon Speed Stick 2oz Reg	1	\$3.65	\$3.65	\$0.00
2003	Suave A/P Solid	4	\$3.59	\$14.36	\$0.00
2010	V05 Shampoo 12.5 oz	2	\$2.45	\$4.90	\$0.00
2012	Dandruff Shampoo 13.5oz.	1	\$2.91	\$2.91	\$0.00
2020	Ivory Soap 3.1 oz	2	\$1.34	\$2.68	\$0.00
2021	Dial Gold Soap 3.5 oz	14	\$1.50	\$21.00	\$0.00
2022	Irish Spring 3.2oz	3	\$1.42	\$4.26	\$0.00
2023	Lever 2000 w/ Aloe	1	\$2.11	\$2.11	\$0.00
2029	Soap Dish	2	\$1.14	\$2.28	\$0.00
2030	Close-Up Toothpaste	2	\$3.31	\$6.62	\$0.00
2031	Colgate TP 4.6 oz	1	\$2.72	\$2.72	\$0.00
2032	Ind. Toothpaste 1.5 oz	1	\$1.12	\$1.12	\$0.00
2037	Medium TEK Toothbrush	1	\$1.14	\$1.14	\$0.00
2058	Murray's Pomade 3oz	1	\$3.86	\$3.86	\$0.00
2069	Baby Powder 4 oz	3	\$1.19	\$3.57	\$0.00
2070	Baby Oil 4 oz	1	\$1.14	\$1.14	\$0.00
2071	Petroleum Jelly 4 oz	1	\$1.72	\$1.72	\$0.00
3001	Greeting Card - Thinking Of You	3	\$1.42	\$4.26	\$0.00
3002	Greeting Card - Love You	3	\$1.42	\$4.26	\$0.00
3005	Greeting Card - Seasonal/Holiday	4	\$1.42	\$5.68	\$0.00
3015	Playing Cards	3	\$1.82	\$5.46	\$0.00
3017	Plastic Coffee Mug 12oz	2	\$1.14	\$2.28	\$0.00
3018	Cereal Bowl w/ Lid 23oz	4	\$1.52	\$6.08	\$0.00
3024	Writing Pad Gummed 8.5x11	1	\$1.48	\$1.48	\$0.00
3025	Plain Envelope	14	\$0.12	\$1.68	\$0.00
3026	Stamped Envelope	29	\$0.64	\$18.56	\$0.00
3027	Manilla Envelope	8	\$0.22	\$1.76	\$0.00
3028	Stamp	72	\$0.49	\$35.28	\$0.00
3030	AA Batteries (4)	8	\$3.75	\$30.00	\$0.00
3031	AAA Batteries (4)	5	\$3.75	\$18.75	\$0.00
3041	Word Search Book	1	\$1.86	\$1.86	\$0.00
4001	Coke - 20 oz	23	\$1.52	\$34.96	\$0.00
4002	Coke Zero - 20 oz	3	\$1.52	\$4.56	\$0.00
4003	Sprite - 20 oz	16	\$1.52	\$24.32	\$0.00
4004	Mr. Pibb - 20 oz	47	\$1.52	\$71.44	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
4005	Mellow Yellow - 20 oz	26	\$1.52	\$39.52	\$0.00
4006	Fanta Orange - 20 oz	36	\$1.52	\$54.72	\$0.00
4007	Fanta Grape - 20 oz	9	\$1.52	\$13.68	\$0.00
4008	Fanta Strawberry - 20 oz	106	\$1.52	\$161.12	\$0.00
4019	Maxima Instant Coffee 3 oz.	73	\$3.88	\$283.24	\$0.00
4020	Colombian Coffee 3.3oz w/Zip-Loc	20	\$4.94	\$98.80	\$0.00
4021	Maxima Spray Dried Coffee - 2 oz	9	\$1.90	\$17.10	\$0.00
4026	Sweet Thing (10)	2	\$0.68	\$1.36	\$0.00
4027	Sugar (10)	1	\$0.68	\$0.68	\$0.00
4028	Coffee Creamer (10)	2	\$0.75	\$1.50	\$0.00
4030	Lemonade 6 oz Bag	19	\$1.72	\$32.68	\$0.00
4031	Tropical Punch 6 oz Bag	61	\$1.72	\$104.92	\$0.00
4032	Cherry 6 oz Bag	38	\$1.72	\$65.36	\$0.00
4033	Grape 6 oz Bag	10	\$1.72	\$17.20	\$0.00
4034	Orange 6 oz Bag	12	\$1.72	\$20.64	\$0.00
4037	Iced Tea 6 oz Bag	2	\$1.72	\$3.44	\$0.00
5000	Choc Chip Creme Pies 8ct\bx	5	\$2.06	\$10.30	\$0.00
5001	Grand Iced Honey Bun	784	\$1.09	\$854.56	\$0.00
5002	Glazed Honey Bun	422	\$0.95	\$400.90	\$0.00
5004	Oatmeal Cream Pie 8ct\Bx	10	\$2.06	\$20.60	\$0.00
5005	Buddy Bar 6/2pk Bx	8	\$3.06	\$24.48	\$0.00
5006	Swiss Roll 6/2pk Bx	4	\$3.06	\$12.24	\$0.00
5009	Cheese Cracker (bx)	5	\$2.97	\$14.85	\$0.00
5010	Moonpie - Banana	7	\$0.87	\$6.09	\$0.00
5011	Moonpie - Chocolate	5	\$0.87	\$4.35	\$0.00
5012	Moonpie - Vanilla	7	\$0.87	\$6.09	\$0.00
5013	Saltines 4pks/bx	4	\$3.66	\$14.64	\$0.00
5014	Chocolate Cupcake 4oz 2pk	20	\$1.17	\$23.40	\$0.00
5016	Fudge Brownie 2.75 oz	4	\$1.12	\$4.48	\$0.00
5020	Grilled Cheese Cracker	58	\$0.69	\$40.02	\$0.00
5022	Cream Cheese & Chive Cracker	7	\$0.69	\$4.83	\$0.00
5024	BOLDS! Buff. Wing / Blue Cheese Cracker	118	\$0.71	\$83.78	\$0.00
5025	Salted Peanuts 3.5oz	1	\$1.26	\$1.26	\$0.00
5026	Honey Roasted Peanuts 3.5oz	18	\$1.26	\$22.68	\$0.00
5028	Sweet & Spicy Trail Mix	9	\$0.82	\$7.38	\$0.00
5029	Rice Krispie Treat	2	\$1.12	\$2.24	\$0.00
5030	Granola Bar - Oats & Honey	2	\$0.89	\$1.78	\$0.00
5031	Blazin Hot P'nuts 3.5oz	11	\$1.26	\$13.86	\$0.00
5032	Sharp Cheese Spread 8oz	1	\$3.15	\$3.15	\$0.00
5033	Crunch-n-Munch	1	\$2.64	\$2.64	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5034	Jalapeno Cheese 8oz.	12	\$3.15	\$37.80	\$0.00
5040	Peanut Butter Granola Bar	2	\$0.89	\$1.78	\$0.00
5041	Oreo Cookies	9	\$0.85	\$7.65	\$0.00
5042	Chocolate Chip Cookies	5	\$1.08	\$5.40	\$0.00
5043	Strawberry Cookies 5oz	2	\$1.08	\$2.16	\$0.00
5044	Peanut Butter Cookies 5oz	10	\$1.08	\$10.80	\$0.00
5045	Vanilla Cookies 5oz	5	\$1.08	\$5.40	\$0.00
5046	Duplex Cookies 5oz	4	\$1.08	\$4.32	\$0.00
5048	Iced Oatmeal Cookie 5oz	11	\$1.08	\$11.88	\$0.00
5051	Grandma's Choc. Chip Cookies 2.5oz	4	\$0.86	\$3.44	\$0.00
5055	Strawberry Pop-Tart 2pk	18	\$1.17	\$21.06	\$0.00
5056	Blueberry Pop-Tart 2pk	9	\$1.17	\$10.53	\$0.00
5058	Refried Beans w/ Jalapenos 8oz.	51	\$2.37	\$120.87	\$0.00
5059	Instant Red Beans and Rice 4.4oz	8	\$2.12	\$16.96	\$0.00
5061	Pre-Cooked Rice Bag	6	\$1.80	\$10.80	\$0.00
5062	Flour Tortilla	34	\$1.88	\$63.92	\$0.00
5063	Chili w/ Beans Pouch	16	\$3.08	\$49.28	\$0.00
5065	Tuna in a Pouch 6oz	44	\$2.62	\$115.28	\$0.00
5066	Chicken Vienna Sausage (Bite Size) Pouch	3	\$1.50	\$4.50	\$0.00
5070	Beef-n-Cheese Stick	16	\$1.00	\$16.00	\$0.00
5071	TB Twin Salami 1oz	5	\$1.00	\$5.00	\$0.00
5073	Spicy Sausage	44	\$0.91	\$40.04	\$0.00
5075	Dill Pickle	31	\$1.42	\$44.02	\$0.00
5076	Hot Pickle	35	\$1.42	\$49.70	\$0.00
5077	Panola Hot Sauce	25	\$1.27	\$31.75	\$0.00
5078	Peanut Butter Squeeze Pouch	4	\$0.86	\$3.44	\$0.00
5079	Mayonnaise Squeeze Pouch	69	\$0.35	\$24.15	\$0.00
5081	Big Haus Original Beef Stick 5oz	13	\$2.82	\$36.66	\$0.00
5082	Big Haus Hot Jalp. Beef Stick 5oz	84	\$2.82	\$236.88	\$0.00
5083	Big Haus Mesquite Beef Stick 5oz	44	\$2.82	\$124.08	\$0.00
5087	Pouch Sardines in Oil 3.53oz	5	\$1.64	\$8.20	\$0.00
5088	Pouch Sardines in Hot Sauce 3.53oz	2	\$1.64	\$3.28	\$0.00
5090	Titio's Jalpeno Slices	3	\$0.65	\$1.95	\$0.00
5093	Cocoa Puffs Cereal Bar	29	\$0.42	\$12.18	\$0.00
5100	Hot Pork Skins 1 oz	80	\$0.68	\$54.40	\$0.00
5101	BBQ Pork Skins1 oz	106	\$0.68	\$72.08	\$0.00
5103	Lays Salt & Vinegar LSS	136	\$0.59	\$80.24	\$0.00
5104	Sour Cream & Onion Chip LSS	23	\$1.06	\$24.38	\$0.00
5108	Fritos BBQ Corn Chip LSS	58	\$1.06	\$61.48	\$0.00
5109	Hot Buffalo Wing Chip	149	\$0.59	\$87.91	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5110	Jalapeno Chip	118	\$0.59	\$69.62	\$0.00
5111	Bacon Cheddar Fries	41	\$0.64	\$26.24	\$0.00
5112	Puffed Cheetos	362	\$0.65	\$235.30	\$0.00
5113	Kosher Dill Chips	183	\$0.59	\$107.97	\$0.00
5114	Lance White Cheddar Popcorn	96	\$0.59	\$56.64	\$0.00
5115	Cheez-It 1.5oz	17	\$0.70	\$11.90	\$0.00
5116	Snyders Jalap. Pret. Pieces	26	\$0.95	\$24.70	\$0.00
5117	Snyders Hot Buffalo Pieces	16	\$0.95	\$15.20	\$0.00
5122	Zapp's Voodoo Chip 1.5oz	464	\$0.85	\$394.40	\$0.00
5123	Buffalo Wing Bleu Cheese LSS	405	\$0.75	\$303.75	\$0.00
5125	Lays BBQ LSS	11	\$1.06	\$11.66	\$0.00
5126	Snyders Honey Mustard Onion Pret. Piece	3	\$0.95	\$2.85	\$0.00
5127	Cheetos Jalp. Cheddar LSS	231	\$1.06	\$244.86	\$0.00
5128	Ruffles Cheddar S-Cream LSS	84	\$1.06	\$89.04	\$0.00
5131	Cup Soup - California Vegetable	14	\$0.91	\$12.74	\$0.00
5132	Ninas Menudo Mix	1	\$1.12	\$1.12	\$0.00
5134	Cup Soup - Hot & Spicy Chicken	21	\$0.91	\$19.11	\$0.00
5135	Cup Soup - Beef	2	\$0.91	\$1.82	\$0.00
5136	Cup Soup - Chicken	5	\$0.91	\$4.55	\$0.00
5140	Chili Ramen Soup - Bag	725	\$0.64	\$464.00	\$0.00
5141	Beef Ramen Soup - Bag	175	\$0.64	\$112.00	\$0.00
5142	Cajun Chicken Ramen Soup - Bag	782	\$0.64	\$500.48	\$0.00
5143	Picante Beef Ramen Soup - Bag	231	\$0.64	\$147.84	\$0.00
5144	Hot-n-Spicy Veg. Ramen Soup - Bag	404	\$0.64	\$258.56	\$0.00
5145	Chicken Ramen Soup - Bag	292	\$0.64	\$186.88	\$0.00
5146	Shrimp Ramen Soup - Bag	325	\$0.64	\$208.00	\$0.00
5149	Cool Ranch Doritos LSS	31	\$1.06	\$32.86	\$0.00
5303	Malt-O-Meal Tootie Fruities 12.5oz	2	\$4.97	\$9.94	\$0.00
5304	Malt-O-Meal Frosted Flakes 15oz	1	\$4.89	\$4.89	\$0.00
5320	Instant Oatmeal Variety 10pk	10	\$4.44	\$44.40	\$0.00
6001	Hershey W/Almond	7	\$1.19	\$8.33	\$0.00
6002	Hershey Milk Chocolate	2	\$1.19	\$2.38	\$0.00
6005	Reese's Peanut Butter Cup	1	\$1.19	\$1.19	\$0.00
6006	Milky Way	1	\$1.19	\$1.19	\$0.00
6007	Snickers Bar	6	\$1.19	\$7.14	\$0.00
6010	3 Musketeers	1	\$1.19	\$1.19	\$0.00
6011	Baby Ruth	5	\$1.19	\$5.95	\$0.00
6014	Skittles - Orig	5	\$1.19	\$5.95	\$0.00
6019	Atomic Fireballs 4oz Bag	6	\$1.56	\$9.36	\$0.00
6020	Jolly Rancher - Asst. 4 oz Bag	24	\$1.50	\$36.00	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
6024	Chick-O-Stick 3oz Bag	2	\$1.30	\$2.60	\$0.00
6025	Tootsie Pop	20	\$0.35	\$7.00	\$0.00
6031	Jawbreakers	2	\$1.11	\$2.22	\$0.00
6035	Mix Berry Fruit Snack	4	\$1.06	\$4.24	\$0.00
6036	Strawberry Fruit Snacks	6	\$1.06	\$6.36	\$0.00
		8612		\$8078.66	\$0.00

Commissary 100-38-9001-9 Product Sales

Period 1/1/2016 12:00 AM to 1/31/2016 11:59 PM Accounts: Checking

Code	Product	Qty	Price	SubTTL	Tax
2003	Suave A/P Solid	1	\$3.59	\$3.59	\$0.00
2006	PC Men's Stick Deo. Freshscent	1	\$1.98	\$1.98	\$0.00
2011	VO5 2-N-1 12.5OZ	2	\$2.81	\$5.62	\$0.00
2012	Dandruff Shampoo 13.5oz.	1	\$2.91	\$2.91	\$0.00
2020	Ivory Soap 3.1 oz	1	\$1.34	\$1.34	\$0.00
2021	Dial Gold Soap 3.5 oz	4	\$1.50	\$6.00	\$0.00
2022	Irish Spring 3.2oz	3	\$1.42	\$4.26	\$0.00
2029	Soap Dish	1	\$1.14	\$1.14	\$0.00
2030	Close-Up Toothpaste	1	\$3.31	\$3.31	\$0.00
2031	Colgate TP 4.6 oz	1	\$2.72	\$2.72	\$0.00
2035	Toothbrush Holder	1	\$1.14	\$1.14	\$0.00
2037	Medium TEK Toothbrush	2	\$1.14	\$2.28	\$0.00
2041	Cocoa Butter 20 oz Lotion	1	\$2.28	\$2.28	\$0.00
2043	Suave Cocoa Butter Lotion	2	\$5.19	\$10.38	\$0.00
2044	PC Aloe Lotion 20oz	2	\$2.28	\$4.56	\$0.00
2058	Murray's Pomade 3oz	1	\$3.86	\$3.86	\$0.00
2063	Palm Brush	1	\$1.81	\$1.81	\$0.00
2064	Black Comb 5 in	1	\$0.29	\$0.29	\$0.00
2069	Baby Powder 4 oz	1	\$1.19	\$1.19	\$0.00
2070	Baby Oil 4 oz	1	\$1.14	\$1.14	\$0.00
2071	Petroleum Jelly 4 oz	1	\$1.72	\$1.72	\$0.00
3002	Greeting Card - Love You	1	\$1.42	\$1.42	\$0.00
3015	Playing Cards	2	\$1.82	\$3.64	\$0.00
3018	Cereal Bowl w/ Lid 23oz	3	\$1.52	\$4.56	\$0.00
3022	Black Ink Pen	2	\$0.34	\$0.68	\$0.00
3024	Writing Pad Gummed 8.5x11	4	\$1.48	\$5.92	\$0.00
3025	Plain Envelope	10	\$0.12	\$1.20	\$0.00
3026	Stamped Envelope	32	\$0.64	\$20.48	\$0.00
3028	Stamp	29	\$0.49	\$14.21	\$0.00
3030	AA Batteries (4)	9	\$3.75	\$33.75	\$0.00
4001	Coke - 20 oz	24	\$1.52	\$36.48	\$0.00
4003	Sprite - 20 oz	4	\$1.52	\$6.08	\$0.00
4004	Mr. Pibb - 20 oz	32	\$1.52	\$48.64	\$0.00
4005	Mellow Yellow - 20 oz	24	\$1.52	\$36.48	\$0.00
4006	Fanta Orange - 20 oz	27	\$1.52	\$41.04	\$0.00
4007	Fanta Grape - 20 oz	2	\$1.52	\$3.04	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
4008	Fanta Strawberry - 20 oz	69	\$1.52	\$104.88	\$0.00
4019	Maxima Instant Coffee 3 oz.	31	\$3.88	\$120.28	\$0.00
4020	Colombian Coffee 3.3oz w/Zip-Loc	7	\$4.94	\$34.58	\$0.00
4021	Maxima Spray Dried Coffee - 2 oz	5	\$1.90	\$9.50	\$0.00
4026	Sweet Thing (10)	1	\$0.68	\$0.68	\$0.00
4027	Sugar (10)	1	\$0.68	\$0.68	\$0.00
4028	Coffee Creamer (10)	3	\$0.75	\$2.25	\$0.00
4030	Lemonade 6 oz Bag	11	\$1.72	\$18.92	\$0.00
4031	Tropical Punch 6 oz Bag	43	\$1.72	\$73.96	\$0.00
4032	Cherry 6 oz Bag	24	\$1.72	\$41.28	\$0.00
4033	Grape 6 oz Bag	6	\$1.72	\$10.32	\$0.00
4034	Orange 6 oz Bag	3	\$1.72	\$5.16	\$0.00
5000	Choc Chip Creme Pies 8ct/bx	1	\$2.06	\$2.06	\$0.00
5001	Grand Iced Honey Bun	819	\$1.09	\$892.71	\$0.00
5002	Glazed Honey Bun	298	\$0.95	\$283.10	\$0.00
5004	Oatmeal Cream Pie 8ct/Bx	8	\$2.06	\$16.48	\$0.00
5005	Buddy Bar 6/2pk Bx	5	\$3.06	\$15.30	\$0.00
5008	Snack Crackers (bx)	1	\$4.58	\$4.58	\$0.00
5009	Cheese Cracker (bx)	5	\$2.97	\$14.85	\$0.00
5010	Moonpie - Banana	1	\$0.87	\$0.87	\$0.00
5012	Moonpie - Vanilla	2	\$0.87	\$1.74	\$0.00
5013	Saltines 4pks/bx	4	\$3.66	\$14.64	\$0.00
5014	Chocolate Cupcake 4oz 2pk	9	\$1.17	\$10.53	\$0.00
5016	Fudge Brownie 2.75 oz	1	\$1.12	\$1.12	\$0.00
5020	Grilled Cheese Cracker	54	\$0.69	\$37.26	\$0.00
5021	Toastchee PB Cracker	3	\$0.69	\$2.07	\$0.00
5022	Cream Cheese & Chive Cracker	15	\$0.69	\$10.35	\$0.00
5025	Salted Peanuts 3.5oz	1	\$1.26	\$1.26	\$0.00
5026	Honey Roasted Peanuts 3.5oz	13	\$1.26	\$16.38	\$0.00
5028	Sweet & Spicy Trail Mix	2	\$0.82	\$1.64	\$0.00
5029	Rice Krispie Treat	3	\$1.12	\$3.36	\$0.00
5030	Granola Bar - Oats & Honey	7	\$0.89	\$6.23	\$0.00
5031	Blazin Hot P'nuts 3.5oz	2	\$1.26	\$2.52	\$0.00
5032	Sharp Cheese Spread 8oz	7	\$3.15	\$22.05	\$0.00
5033	Crunch-n-Munch	1	\$2.64	\$2.64	\$0.00
5034	Jalapeno Cheese 8oz.	9	\$3.15	\$28.35	\$0.00
5036	Mix'n Yogurt 2oz	2	\$0.94	\$1.88	\$0.00
5043	Strawberry Cookies 5oz	2	\$1.08	\$2.16	\$0.00
5044	Peanut Butter Cookies 5oz	3	\$1.08	\$3.24	\$0.00
5045	Vanilla Cookies 5oz	2	\$1.08	\$2.16	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5048	Iced Oatmeal Cookie 5oz	7	\$1.08	\$7.56	\$0.00
5055	Strawberry Pop-Tart 2pk	11	\$1.17	\$12.87	\$0.00
5056	Blueberry Pop-Tart 2pk	2	\$1.17	\$2.34	\$0.00
5058	Refried Beans w/ Jalapenos 8oz.	38	\$2.37	\$90.06	\$0.00
5059	Instant Red Beans and Rice 4.4oz	2	\$2.12	\$4.24	\$0.00
5061	Pre-Cooked Rice Bag	5	\$1.80	\$9.00	\$0.00
5062	Flour Tortilla	24	\$1.88	\$45.12	\$0.00
5063	Chili w/ Beans Pouch	12	\$3.08	\$36.96	\$0.00
5065	Tuna in a Pouch 6oz	28	\$2.62	\$73.36	\$0.00
5070	Beef-n-Cheese Stick	10	\$1.00	\$10.00	\$0.00
5071	TB Twin Salami 1oz	9	\$1.00	\$9.00	\$0.00
5073	Spicy Sausage	42	\$0.91	\$38.22	\$0.00
5075	Dill Pickle	32	\$1.42	\$45.44	\$0.00
5076	Hot Pickle	22	\$1.42	\$31.24	\$0.00
5077	Panola Hot Sauce	18	\$1.27	\$22.86	\$0.00
5078	Peanut Butter Squeeze Pouch	2	\$0.86	\$1.72	\$0.00
5079	Mayonnaise Squeeze Pouch	69	\$0.35	\$24.15	\$0.00
5081	Big Haus Original Beef Stick 5oz	7	\$2.82	\$19.74	\$0.00
5082	Big Haus Hot Jalp. Beef Stick 5oz	53	\$2.82	\$149.46	\$0.00
5083	Big Haus Mesquite Beef Stick 5oz	41	\$2.82	\$115.62	\$0.00
5088	Pouch Sardines in Hot Sauce 3.53oz	4	\$1.64	\$6.56	\$0.00
5090	Titio's Jalpeno Slices	21	\$0.65	\$13.65	\$0.00
5093	Cocoa Puffs Cereal Bar	21	\$0.42	\$8.82	\$0.00
5100	Hot Pork Skins 1 oz	44	\$0.68	\$29.92	\$0.00
5101	BBQ Pork Skins1 oz	51	\$0.68	\$34.68	\$0.00
5103	Lays Salt & Vinegar LSS	119	\$0.59	\$70.21	\$0.00
5104	Sour Cream & Onion Chip LSS	11	\$1.06	\$11.66	\$0.00
5108	Fritos BBQ Corn Chip LSS	40	\$1.06	\$42.40	\$0.00
5109	Hot Buffalo Wing Chip	300	\$0.59	\$177.00	\$0.00
5110	Jalapeno Chip	144	\$0.59	\$84.96	\$0.00
5111	Bacon Cheddar Fries	38	\$0.64	\$24.32	\$0.00
5112	Puffed Cheetos	262	\$0.65	\$170.30	\$0.00
5113	Kosher Dill Chips	115	\$0.59	\$67.85	\$0.00
5114	Lance White Cheddar Popcorn	42	\$0.59	\$24.78	\$0.00
5115	Cheez-It 1.5oz	4	\$0.70	\$2.80	\$0.00
5116	Snyders Jalap. Pret. Pieces	12	\$0.95	\$11.40	\$0.00
5117	Snyders Hot Buffalo Pieces	15	\$0.95	\$14.25	\$0.00
5122	Zapp's Voodoo Chip 1.5oz	282	\$0.85	\$239.70	\$0.00
5123	Buffalo Wing Bleu Cheese LSS	342	\$0.75	\$256.50	\$0.00
5125	Lays BBQ LSS	19	\$1.06	\$20.14	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5126	Snyders Honey Mustard Onion Pret. Piece	3	\$0.95	\$2.85	\$0.00
5127	Cheetos Jalp. Cheddar LSS	339	\$1.06	\$359.34	\$0.00
5128	Ruffles Cheddar S-Cream LSS	34	\$1.06	\$36.04	\$0.00
5134	Cup Soup - Hot & Spicy Chicken	3	\$0.91	\$2.73	\$0.00
5135	Cup Soup - Beef	5	\$0.91	\$4.55	\$0.00
5140	Chili Ramen Soup - Bag	522	\$0.64	\$334.08	\$0.00
5141	Beef Ramen Soup - Bag	144	\$0.64	\$92.16	\$0.00
5142	Cajun Chicken Ramen Soup - Bag	651	\$0.64	\$416.64	\$0.00
5143	Picante Beef Ramen Soup - Bag	148	\$0.64	\$94.72	\$0.00
5144	Hot-n-Spicy Veg. Ramen Soup - Bag	260	\$0.64	\$166.40	\$0.00
5145	Chicken Ramen Soup - Bag	236	\$0.64	\$151.04	\$0.00
5146	Shrimp Ramen Soup - Bag	272	\$0.64	\$174.08	\$0.00
5149	Cool Ranch Doritos LSS	31	\$1.06	\$32.86	\$0.00
5320	Instant Oatmeal Variety 10pk	4	\$4.44	\$17.76	\$0.00
6001	Hershey W/Almond	2	\$1.19	\$2.38	\$0.00
6005	Reese's Peanut Butter Cup	1	\$1.19	\$1.19	\$0.00
6006	Milky Way	2	\$1.19	\$2.38	\$0.00
6010	3 Musketeers	1	\$1.19	\$1.19	\$0.00
6011	Baby Ruth	2	\$1.19	\$2.38	\$0.00
6014	Skittles - Orig	2	\$1.19	\$2.38	\$0.00
6019	Atomic Fireballs 4oz Bag	6	\$1.56	\$9.36	\$0.00
6020	Jolly Rancher - Asst. 4 oz Bag	19	\$1.50	\$28.50	\$0.00
6021	Starlight Mints - 4 oz	2	\$1.46	\$2.92	\$0.00
6024	Chick-O-Stick 3oz Bag	1	\$1.30	\$1.30	\$0.00
6025	Tootsie Pop	6	\$0.35	\$2.10	\$0.00
6027	Twix Caramel	2	\$1.19	\$2.38	\$0.00
6031	Jawbreakers	4	\$1.11	\$4.44	\$0.00
6035	Mix Berry Fruit Snack	7	\$1.06	\$7.42	\$0.00
6036	Strawberry Fruit Snacks	5	\$1.06	\$5.30	\$0.00
		6753		\$6166.89	\$0.00

Commissary 100-38-9001-9 Product Sales

Period 2/1/2016 12:00 AM to 2/29/2016 11:59 PM Accounts: Checking

Code	Product	Qty	Price	SubTTL	Tax
2002	Mennon Speed Stick 2oz Reg	2	\$3.65	\$7.30	\$0.00
2003	Suave A/P Solid	3	\$3.59	\$10.77	\$0.00
2006	PC Men's Stick Deo. Freshscent	1	\$1.98	\$1.98	\$0.00
2010	V05 Shampoo 12.5 oz	1	\$2.45	\$2.45	\$0.00
2011	VO5 2-N-1 12.5OZ	2	\$2.81	\$5.62	\$0.00
2020	Ivory Soap 3.1 oz	7	\$1.34	\$9.38	\$0.00
2021	Dial Gold Soap 3.5 oz	20	\$1.50	\$30.00	\$0.00
2022	Irish Spring 3.2oz	8	\$1.42	\$11.36	\$0.00
2023	Lever 2000 w/ Aloe	2	\$2.11	\$4.22	\$0.00
2029	Soap Dish	2	\$1.14	\$2.28	\$0.00
2030	Close-Up Toothpaste	2	\$3.31	\$6.62	\$0.00
2031	Colgate TP 4.6 oz	8	\$2.72	\$21.76	\$0.00
2035	Toothbrush Holder	2	\$1.14	\$2.28	\$0.00
2037	Medium TEK Toothbrush	2	\$1.14	\$2.28	\$0.00
2058	Murray's Pomade 3oz	3	\$3.86	\$11.58	\$0.00
2060	Lusti's Pomade 4oz	1	\$2.28	\$2.28	\$0.00
2064	Black Comb 5 in	1	\$0.29	\$0.29	\$0.00
2069	Baby Powder 4 oz	2	\$1.19	\$2.38	\$0.00
2070	Baby Oil 4 oz	1	\$1.14	\$1.14	\$0.00
2071	Petroleum Jelly 4 oz	3	\$1.72	\$5.16	\$0.00
3001	Greeting Card - Thinking Of You	5	\$1.42	\$7.10	\$0.00
3002	Greeting Card - Love You	5	\$1.42	\$7.10	\$0.00
3003	Greeting Card - Birthday Adult	2	\$1.42	\$2.84	\$0.00
3004	Greeting Card - Birthday Child	1	\$1.42	\$1.42	\$0.00
3005	Greeting Card - Seasonal/Holiday	5	\$1.42	\$7.10	\$0.00
3017	Plastic Coffee Mug 12oz	1	\$1.14	\$1.14	\$0.00
3022	Black Ink Pen	4	\$0.34	\$1.36	\$0.00
3024	Writing Pad Gummed 8.5x11	4	\$1.48	\$5.92	\$0.00
3025	Plain Envelope	41	\$0.12	\$4.92	\$0.00
3026	Stamped Envelope	37	\$0.64	\$23.68	\$0.00
3027	Manilla Envelope	3	\$0.22	\$0.66	\$0.00
3028	Stamp	64	\$0.49	\$31.36	\$0.00
3029	Book of 20 Stamps	1	\$9.80	\$9.80	\$0.00
3030	AA Batteries (4)	27	\$3.75	\$101.25	\$0.00
4001	Coke - 20 oz	23	\$1.52	\$34.96	\$0.00
4003	Sprite - 20 oz	8	\$1.52	\$12.16	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
4004	Mr. Pibb - 20 oz	18	\$1.52	\$27.36	\$0.00
4005	Mellow Yellow - 20 oz	26	\$1.52	\$39.52	\$0.00
4006	Fanta Orange - 20 oz	25	\$1.52	\$38.00	\$0.00
4007	Fanta Grape - 20 oz	12	\$1.52	\$18.24	\$0.00
4008	Fanta Strawberry - 20 oz	88	\$1.52	\$133.76	\$0.00
4019	Maxima Instant Coffee 3 oz.	95	\$3.88	\$368.60	\$0.00
4020	Colombian Coffee 3.3oz w/Zip-Loc	23	\$4.94	\$113.62	\$0.00
4021	Maxima Spray Dried Coffee - 2 oz	9	\$1.90	\$17.10	\$0.00
4025	SS Hot Cocoa 10ct BX	2	\$3.35	\$6.70	\$0.00
4027	Sugar (10)	1	\$0.68	\$0.68	\$0.00
4028	Coffee Creamer (10)	1	\$0.75	\$0.75	\$0.00
4030	Lemonade 6 oz Bag	16	\$1.72	\$27.52	\$0.00
4031	Tropical Punch 6 oz Bag	39	\$1.72	\$67.08	\$0.00
4032	Cherry 6 oz Bag	26	\$1.72	\$44.72	\$0.00
4033	Grape 6 oz Bag	9	\$1.72	\$15.48	\$0.00
4034	Orange 6 oz Bag	11	\$1.72	\$18.92	\$0.00
4037	Iced Tea 6 oz Bag	3	\$1.72	\$5.16	\$0.00
4100	Intant Non-Fat Dry Milk 4oz	1	\$2.89	\$2.89	\$0.00
5000	Choc Chip Creme Pies 8ct\bx	4	\$2.06	\$8.24	\$0.00
5001	Grand Iced Honey Bun	865	\$1.09	\$942.85	\$0.00
5002	Glazed Honey Bun	271	\$0.95	\$257.45	\$0.00
5004	Oatmeal Cream Pie 8ct\Bx	2	\$2.06	\$4.12	\$0.00
5005	Buddy Bar 6/2pk Bx	5	\$3.06	\$15.30	\$0.00
5006	Swiss Roll 6/2pk Bx	2	\$3.06	\$6.12	\$0.00
5009	Cheese Cracker (bx)	9	\$2.97	\$26.73	\$0.00
5010	Moonpie - Banana	1	\$0.87	\$0.87	\$0.00
5012	Moonpie - Vanilla	2	\$0.87	\$1.74	\$0.00
5013	Saltines 4pks/bx	7	\$3.66	\$25.62	\$0.00
5014	Chocolate Cupcake 4oz 2pk	4	\$1.17	\$4.68	\$0.00
5016	Fudge Brownie 2.75 oz	5	\$1.12	\$5.60	\$0.00
5020	Grilled Cheese Cracker	49	\$0.69	\$33.81	\$0.00
5021	Toastchee PB Cracker	2	\$0.69	\$1.38	\$0.00
5022	Cream Cheese & Chive Cracker	17	\$0.69	\$11.73	\$0.00
5026	Honey Roasted Peanuts 3.5oz	22	\$1.26	\$27.72	\$0.00
5028	Sweet & Spicy Trail Mix	3	\$0.82	\$2.46	\$0.00
5029	Rice Krispie Treat	4	\$1.12	\$4.48	\$0.00
5030	Granola Bar - Oats & Honey	49	\$0.89	\$43.61	\$0.00
5031	Blazin Hot P'nuts 3.5oz	8	\$1.26	\$10.08	\$0.00
5032	Sharp Cheese Spread 8oz	2	\$3.15	\$6.30	\$0.00
5034	Jalapeno Cheese 8oz.	15	\$3.15	\$47.25	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5036	Mix'n Yogurt 2oz	5	\$0.94	\$4.70	\$0.00
5040	Peanut Butter Granola Bar	5	\$0.89	\$4.45	\$0.00
5042	Chocolate Chip Cookies	8	\$1.08	\$8.64	\$0.00
5043	Strawberry Cookies 5oz	6	\$1.08	\$6.48	\$0.00
5044	Peanut Butter Cookies 5oz	4	\$1.08	\$4.32	\$0.00
5045	Vanilla Cookies 5oz	2	\$1.08	\$2.16	\$0.00
5046	Duplex Cookies 5oz	3	\$1.08	\$3.24	\$0.00
5047	Lemon Cookies 5oz	2	\$1.08	\$2.16	\$0.00
5048	Iced Oatmeal Cookie 5oz	15	\$1.08	\$16.20	\$0.00
5051	Grandma's Choc. Chip Cookies 2.5oz	3	\$0.86	\$2.58	\$0.00
5055	Strawberry Pop-Tart 2pk	16	\$1.17	\$18.72	\$0.00
5056	Blueberry Pop-Tart 2pk	6	\$1.17	\$7.02	\$0.00
5058	Refried Beans w/ Jalapenos 8oz.	48	\$2.37	\$113.76	\$0.00
5059	Instant Red Beans and Rice 4.4oz	7	\$2.12	\$14.84	\$0.00
5061	Pre-Cooked Rice Bag	1	\$1.80	\$1.80	\$0.00
5062	Flour Tortilla	23	\$1.88	\$43.24	\$0.00
5063	Chili w/ Beans Pouch	19	\$3.08	\$58.52	\$0.00
5065	Tuna in a Pouch 6oz	56	\$2.62	\$146.72	\$0.00
5066	Chicken Vienna Sausage (Bite Size) Pouch	1	\$1.50	\$1.50	\$0.00
5070	Beef-n-Cheese Stick	24	\$1.00	\$24.00	\$0.00
5071	TB Twin Salami 1oz	6	\$1.00	\$6.00	\$0.00
5073	Spicy Sausage	55	\$0.91	\$50.05	\$0.00
5075	Dill Pickle	41	\$1.42	\$58.22	\$0.00
5076	Hot Pickle	28	\$1.42	\$39.76	\$0.00
5077	Panola Hot Sauce	32	\$1.27	\$40.64	\$0.00
5079	Mayonnaise Squeeze Pouch	85	\$0.35	\$29.75	\$0.00
5081	Big Haus Original Beef Stick 5oz	16	\$2.82	\$45.12	\$0.00
5082	Big Haus Hot Jalp. Beef Stick 5oz	46	\$2.82	\$129.72	\$0.00
5083	Big Haus Mesquite Beef Stick 5oz	33	\$2.82	\$93.06	\$0.00
5087	Pouch Sardines in Oil 3.53oz	1	\$1.64	\$1.64	\$0.00
5088	Pouch Sardines in Hot Sauce 3.53oz	21	\$1.64	\$34.44	\$0.00
5090	Titio's Jalpeno Slices	19	\$0.65	\$12.35	\$0.00
5093	Cocoa Puffs Cereal Bar	60	\$0.42	\$25.20	\$0.00
5100	Hot Pork Skins 1 oz	57	\$0.68	\$38.76	\$0.00
5101	BBQ Pork Skins1 oz	48	\$0.68	\$32.64	\$0.00
5103	Lays Salt & Vinegar LSS	137	\$0.59	\$80.83	\$0.00
5104	Sour Cream & Onion Chip LSS	34	\$1.06	\$36.04	\$0.00
5108	Fritos BBQ Corn Chip LSS	28	\$1.06	\$29.68	\$0.00
5109	Hot Buffalo Wing Chip	313	\$0.59	\$184.67	\$0.00
5110	Jalapeno Chip	278	\$0.59	\$164.02	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5111	Bacon Cheddar Fries	39	\$0.64	\$24.96	\$0.00
5112	Puffed Cheetos	304	\$0.65	\$197.60	\$0.00
5113	Kosher Dill Chips	108	\$0.59	\$63.72	\$0.00
5114	Lance White Cheddar Popcorn	61	\$0.59	\$35.99	\$0.00
5115	Cheez-It 1.5oz	6	\$0.70	\$4.20	\$0.00
5116	Snyders Jalap. Pret. Pieces	37	\$0.95	\$35.15	\$0.00
5117	Snyders Hot Buffalo Pieces	25	\$0.95	\$23.75	\$0.00
5122	Zapp's Voodoo Chip 1.5oz	378	\$0.85	\$321.30	\$0.00
5123	Buffalo Wing Bleu Cheese LSS	336	\$0.75	\$252.00	\$0.00
5125	Lays BBQ LSS	35	\$1.06	\$37.10	\$0.00
5126	Snyders Honey Mustard Onion Pret. Piece	9	\$0.95	\$8.55	\$0.00
5127	Cheetos Jalp. Cheddar LSS	331	\$1.06	\$350.86	\$0.00
5128	Ruffles Cheddar S-Cream LSS	77	\$1.06	\$81.62	\$0.00
5131	Cup Soup - California Vegetable	1	\$0.91	\$0.91	\$0.00
5134	Cup Soup - Hot & Spicy Chicken	8	\$0.91	\$7.28	\$0.00
5135	Cup Soup - Beef	6	\$0.91	\$5.46	\$0.00
5140	Chili Ramen Soup - Bag	577	\$0.64	\$369.28	\$0.00
5141	Beef Ramen Soup - Bag	110	\$0.64	\$70.40	\$0.00
5142	Cajun Chicken Ramen Soup - Bag	709	\$0.64	\$453.76	\$0.00
5143	Picante Beef Ramen Soup - Bag	134	\$0.64	\$85.76	\$0.00
5144	Hot-n-Spicy Veg. Ramen Soup - Bag	434	\$0.64	\$277.76	\$0.00
5145	Chicken Ramen Soup - Bag	392	\$0.64	\$250.88	\$0.00
5146	Shrimp Ramen Soup - Bag	359	\$0.64	\$229.76	\$0.00
5148	Funyuns LSS	9	\$1.06	\$9.54	\$0.00
5149	Cool Ranch Doritos LSS	83	\$1.06	\$87.98	\$0.00
5302	Malt-O-Meal Fruity Dyno-Bites 13oz	2	\$4.89	\$9.78	\$0.00
5304	Malt-O-Meal Frosted Flakes 15oz	1	\$4.89	\$4.89	\$0.00
5320	Instant Oatmeal Variety 10pk	4	\$4.44	\$17.76	\$0.00
6001	Hershey W/Almond	3	\$1.19	\$3.57	\$0.00
6002	Hershey Milk Chocolate	5	\$1.19	\$5.95	\$0.00
6003	Kit Kat	1	\$1.19	\$1.19	\$0.00
6005	Reese's Peanut Butter Cup	5	\$1.19	\$5.95	\$0.00
6007	Snickers Bar	4	\$1.19	\$4.76	\$0.00
6008	M&M Peanut	7	\$1.19	\$8.33	\$0.00
6011	Baby Ruth	4	\$1.19	\$4.76	\$0.00
6012	Butterfinger	1	\$1.19	\$1.19	\$0.00
6014	Skittles - Orig	14	\$1.19	\$16.66	\$0.00
6019	Atomic Fireballs 4oz Bag	17	\$1.56	\$26.52	\$0.00
6020	Jolly Rancher - Asst. 4 oz Bag	29	\$1.50	\$43.50	\$0.00
6021	Starlight Mints - 4 oz	1	\$1.46	\$1.46	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
6025	Tootsie Pop	3	\$0.35	\$1.05	\$0.00
6027	Twix Caramel	4	\$1.19	\$4.76	\$0.00
6031	Jawbreakers	1	\$1.11	\$1.11	\$0.00
6035	Mix Berry Fruit Snack	19	\$1.06	\$20.14	\$0.00
6036	Strawberry Fruit Snacks	7	\$1.06	\$7.42	\$0.00
		8349		\$7922.10	\$0.00

Commissary 100-38-9001-9 Product Sales

Period 3/1/2016 12:00 AM to 3/28/2016 11:59 PM Accounts: Checking

Code	Product	Qty	Price	SubTTL	Tax
1001	Anti-Fungal Cream	1	\$3.15	\$3.15	\$0.00
2001	Deodrant Stick 1.6 oz	1	\$1.72	\$1.72	\$0.00
2002	Mennon Speed Stick 2oz Reg	6	\$3.65	\$21.90	\$0.00
2003	Suave A/P Solid	3	\$3.59	\$10.77	\$0.00
2010	V05 Shampoo 12.5 oz	1	\$2.45	\$2.45	\$0.00
2012	Dandruff Shampoo 13.5oz.	3	\$2.91	\$8.73	\$0.00
2013	2 oz. Shampoo & Body Bath	5	\$0.81	\$4.05	\$0.00
2020	Ivory Soap 3.1 oz	7	\$1.34	\$9.38	\$0.00
2021	Dial Gold Soap 3.5 oz	26	\$1.50	\$39.00	\$0.00
2022	Irish Spring 3.2oz	13	\$1.42	\$18.46	\$0.00
2023	Lever 2000 w/ Aloe	6	\$2.11	\$12.66	\$0.00
2029	Soap Dish	3	\$1.14	\$3.42	\$0.00
2030	Close-Up Toothpaste	1	\$3.31	\$3.31	\$0.00
2031	Colgate TP 4.6 oz	8	\$2.72	\$21.76	\$0.00
2035	Toothbrush Holder	3	\$1.14	\$3.42	\$0.00
2037	Medium TEK Toothbrush	3	\$1.14	\$3.42	\$0.00
2040	4 oz Hand and Body Lotion	2	\$1.14	\$2.28	\$0.00
2041	Cocoa Butter 20 oz Lotion	1	\$2.28	\$2.28	\$0.00
2058	Murray's Pomade 3oz	1	\$3.86	\$3.86	\$0.00
2060	Lusti's Pomade 4oz	2	\$2.28	\$4.56	\$0.00
2063	Palm Brush	2	\$1.81	\$3.62	\$0.00
2064	Black Comb 5 in	1	\$0.29	\$0.29	\$0.00
2067	4oz Medicated Skin Cream	1	\$3.09	\$3.09	\$0.00
2069	Baby Powder 4 oz	1	\$1.19	\$1.19	\$0.00
2070	Baby Oil 4 oz	1	\$1.14	\$1.14	\$0.00
2071	Petroleum Jelly 4 oz	4	\$1.72	\$6.88	\$0.00
3001	Greeting Card - Thinking Of You	5	\$1.42	\$7.10	\$0.00
3002	Greeting Card - Love You	8	\$1.42	\$11.36	\$0.00
3003	Greeting Card - Birthday Adult	7	\$1.42	\$9.94	\$0.00
3004	Greeting Card - Birthday Child	1	\$1.42	\$1.42	\$0.00
3005	Greeting Card - Seasonal/Holiday	3	\$1.42	\$4.26	\$0.00
3015	Playing Cards	4	\$1.82	\$7.28	\$0.00
3017	Plastic Coffee Mug 12oz	3	\$1.14	\$3.42	\$0.00
3018	Cereal Bowl w/ Lid 23oz	9	\$1.52	\$13.68	\$0.00
3022	Black Ink Pen	6	\$0.34	\$2.04	\$0.00
3024	Writing Pad Gummed 8.5x11	7	\$1.48	\$10.36	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
3025	Plain Envelope	57	\$0.12	\$6.84	\$0.00
3026	Stamped Envelope	71	\$0.64	\$45.44	\$0.00
3027	Manilla Envelope	1	\$0.22	\$0.22	\$0.00
3028	Stamp	87	\$0.49	\$42.63	\$0.00
3029	Book of 20 Stamps	1	\$9.80	\$9.80	\$0.00
3030	AA Batteries (4)	16	\$3.75	\$60.00	\$0.00
3031	AAA Batteries (4)	4	\$3.75	\$15.00	\$0.00
3041	Word Search Book	1	\$1.86	\$1.86	\$0.00
4001	Coke - 20 oz	36	\$1.52	\$54.72	\$0.00
4002	Coke Zero - 20 oz	2	\$1.52	\$3.04	\$0.00
4003	Sprite - 20 oz	11	\$1.52	\$16.72	\$0.00
4004	Mr. Pibb - 20 oz	27	\$1.52	\$41.04	\$0.00
4005	Mellow Yellow - 20 oz	42	\$1.52	\$63.84	\$0.00
4006	Fanta Orange - 20 oz	28	\$1.52	\$42.56	\$0.00
4007	Fanta Grape - 20 oz	21	\$1.52	\$31.92	\$0.00
4008	Fanta Strawberry - 20 oz	97	\$1.52	\$147.44	\$0.00
4019	Maxima Instant Coffee 3 oz.	103	\$3.88	\$399.64	\$0.00
4020	Colombian Coffee 3.3oz w/Zip-Loc	25	\$4.94	\$123.50	\$0.00
4021	Maxima Spray Dried Coffee - 2 oz	3	\$1.90	\$5.70	\$0.00
4025	SS Hot Cocoa 10ct BX	4	\$3.35	\$13.40	\$0.00
4026	Sweet Thing (10)	2	\$0.68	\$1.36	\$0.00
4027	Sugar (10)	13	\$0.68	\$8.84	\$0.00
4028	Coffee Creamer (10)	4	\$0.75	\$3.00	\$0.00
4030	Lemonade 6 oz Bag	13	\$1.72	\$22.36	\$0.00
4031	Tropical Punch 6 oz Bag	65	\$1.72	\$111.80	\$0.00
4032	Cherry 6 oz Bag	17	\$1.72	\$29.24	\$0.00
4033	Grape 6 oz Bag	17	\$1.72	\$29.24	\$0.00
4034	Orange 6 oz Bag	10	\$1.72	\$17.20	\$0.00
4037	Iced Tea 6 oz Bag	3	\$1.72	\$5.16	\$0.00
4100	Intant Non-Fat Dry Milk 4oz	1	\$2.89	\$2.89	\$0.00
5000	Choc Chip Creme Pies 8ct\bx	7	\$2.06	\$14.42	\$0.00
5001	Grand Iced Honey Bun	942	\$1.09	\$1026.78	\$0.00
5002	Glazed Honey Bun	412	\$0.95	\$391.40	\$0.00
5004	Oatmeal Cream Pie 8ct\Bx	4	\$2.06	\$8.24	\$0.00
5005	Buddy Bar 6/2pk Bx	6	\$3.06	\$18.36	\$0.00
5006	Swiss Roll 6/2pk Bx	3	\$3.06	\$9.18	\$0.00
5007	Pecan Spins 8ct	2	\$2.52	\$5.04	\$0.00
5008	Snack Crackers (bx)	3	\$4.58	\$13.74	\$0.00
5009	Cheese Cracker (bx)	2	\$2.97	\$5.94	\$0.00
5010	Moonpie - Banana	11	\$0.87	\$9.57	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5012	Moonpie - Vanilla	5	\$0.87	\$4.35	\$0.00
5013	Saltines 4pks/bx	3	\$3.66	\$10.98	\$0.00
5016	Fudge Brownie 2.75 oz	1	\$1.12	\$1.12	\$0.00
5020	Grilled Cheese Cracker	52	\$0.69	\$35.88	\$0.00
5021	Toastchee PB Cracker	5	\$0.69	\$3.45	\$0.00
5022	Cream Cheese & Chive Cracker	36	\$0.69	\$24.84	\$0.00
5023	Jalpeno Cheddar Cracker	1	\$0.69	\$0.69	\$0.00
5025	Salted Peanuts 3.5oz	1	\$1.26	\$1.26	\$0.00
5026	Honey Roasted Peanuts 3.5oz	43	\$1.26	\$54.18	\$0.00
5028	Sweet & Spicy Trail Mix	16	\$0.82	\$13.12	\$0.00
5029	Rice Krispie Treat	15	\$1.12	\$16.80	\$0.00
5030	Granola Bar - Oats & Honey	67	\$0.89	\$59.63	\$0.00
5031	Blazin Hot P'nuts 3.5oz	4	\$1.26	\$5.04	\$0.00
5032	Sharp Cheese Spread 8oz	1	\$3.15	\$3.15	\$0.00
5033	Crunch-n-Munch	5	\$2.64	\$13.20	\$0.00
5034	Jalapeno Cheese 8oz.	6	\$3.15	\$18.90	\$0.00
5036	Mix'n Yogurt 2oz	7	\$0.94	\$6.58	\$0.00
5039	Chocolate Creme Cookies 5oz	3	\$1.08	\$3.24	\$0.00
5041	Oreo Cookies	2	\$0.85	\$1.70	\$0.00
5042	Chocolate Chip Cookies	9	\$1.08	\$9.72	\$0.00
5043	Strawberry Cookies 5oz	9	\$1.08	\$9.72	\$0.00
5044	Peanut Butter Cookies 5oz	13	\$1.08	\$14.04	\$0.00
5045	Vanilla Cookies 5oz	2	\$1.08	\$2.16	\$0.00
5046	Duplex Cookies 5oz	1	\$1.08	\$1.08	\$0.00
5047	Lemon Cookies 5oz	2	\$1.08	\$2.16	\$0.00
5048	Iced Oatmeal Cookie 5oz	18	\$1.08	\$19.44	\$0.00
5051	Grandma's Choc. Chip Cookies 2.5oz	15	\$0.86	\$12.90	\$0.00
5055	Strawberry Pop-Tart 2pk	5	\$1.17	\$5.85	\$0.00
5056	Blueberry Pop-Tart 2pk	2	\$1.17	\$2.34	\$0.00
5058	Refried Beans w/ Jalapenos 8oz.	16	\$2.37	\$37.92	\$0.00
5059	Instant Red Beans and Rice 4.4oz	23	\$2.12	\$48.76	\$0.00
5061	Pre-Cooked Rice Bag	7	\$1.80	\$12.60	\$0.00
5062	Flour Tortilla	19	\$1.88	\$35.72	\$0.00
5063	Chili w/ Beans Pouch	19	\$3.08	\$58.52	\$0.00
5065	Tuna in a Pouch 6oz	81	\$2.62	\$212.22	\$0.00
5066	Chicken Vienna Sausage (Bite Size) Pouch	2	\$1.50	\$3.00	\$0.00
5070	Beef-n-Cheese Stick	95	\$1.00	\$95.00	\$0.00
5071	TB Twin Salami 1oz	26	\$1.00	\$26.00	\$0.00
5073	Spicy Sausage	41	\$0.91	\$37.31	\$0.00
5075	Dill Pickle	42	\$1.42	\$59.64	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5076	Hot Pickle	20	\$1.42	\$28.40	\$0.00
5077	Panola Hot Sauce	16	\$1.27	\$20.32	\$0.00
5078	Peanut Butter Squeeze Pouch	3	\$0.86	\$2.58	\$0.00
5079	Mayonnaise Squeeze Pouch	157	\$0.35	\$54.95	\$0.00
5081	Big Haus Original Beef Stick 5oz	17	\$2.82	\$47.94	\$0.00
5082	Big Haus Hot Jalp. Beef Stick 5oz	22	\$2.82	\$62.04	\$0.00
5083	Big Haus Mesquite Beef Stick 5oz	15	\$2.82	\$42.30	\$0.00
5084	Grape Jelly Squeeze Pouch	4	\$0.35	\$1.40	\$0.00
5087	Pouch Sardines in Oil 3.53oz	8	\$1.64	\$13.12	\$0.00
5088	Pouch Sardines in Hot Sauce 3.53oz	24	\$1.64	\$39.36	\$0.00
5090	Titio's Jalpeno Slices	76	\$0.65	\$49.40	\$0.00
5093	Cocoa Puffs Cereal Bar	176	\$0.42	\$73.92	\$0.00
5100	Hot Pork Skins 1 oz	66	\$0.68	\$44.88	\$0.00
5101	BBQ Pork Skins1 oz	58	\$0.68	\$39.44	\$0.00
5103	Lays Salt & Vinegar LSS	213	\$0.59	\$125.67	\$0.00
5104	Sour Cream & Onion Chip LSS	86	\$1.06	\$91.16	\$0.00
5108	Fritos BBQ Corn Chip LSS	69	\$1.06	\$73.14	\$0.00
5109	Hot Buffalo Wing Chip	342	\$0.59	\$201.78	\$0.00
5110	Jalapeno Chip	277	\$0.59	\$163.43	\$0.00
5111	Bacon Cheddar Fries	72	\$0.64	\$46.08	\$0.00
5112	Puffed Cheetos	318	\$0.65	\$206.70	\$0.00
5113	Kosher Dill Chips	98	\$0.59	\$57.82	\$0.00
5114	Lance White Cheddar Popcorn	66	\$0.59	\$38.94	\$0.00
5115	Cheez-It 1.5oz	24	\$0.70	\$16.80	\$0.00
5116	Snyders Jalap. Pret. Pieces	31	\$0.95	\$29.45	\$0.00
5117	Snyders Hot Buffalo Pieces	42	\$0.95	\$39.90	\$0.00
5122	Zapp's Voodoo Chip 1.5oz	263	\$0.85	\$223.55	\$0.00
5123	Buffalo Wing Bleu Cheese LSS	267	\$0.75	\$200.25	\$0.00
5125	Lays BBQ LSS	51	\$1.06	\$54.06	\$0.00
5126	Snyders Honey Mustard Onion Pret. Piece	25	\$0.95	\$23.75	\$0.00
5127	Cheetos Jalp. Cheddar LSS	299	\$1.06	\$316.94	\$0.00
5128	Ruffles Cheddar S-Cream LSS	65	\$1.06	\$68.90	\$0.00
5131	Cup Soup - California Vegetable	2	\$0.91	\$1.82	\$0.00
5134	Cup Soup - Hot & Spicy Chicken	23	\$0.91	\$20.93	\$0.00
5140	Chili Ramen Soup - Bag	758	\$0.64	\$485.12	\$0.00
5141	Beef Ramen Soup - Bag	91	\$0.64	\$58.24	\$0.00
5142	Cajun Chicken Ramen Soup - Bag	713	\$0.64	\$456.32	\$0.00
5143	Picante Beef Ramen Soup - Bag	154	\$0.64	\$98.56	\$0.00
5144	Hot-n-Spicy Veg. Ramen Soup - Bag	408	\$0.64	\$261.12	\$0.00
5145	Chicken Ramen Soup - Bag	423	\$0.64	\$270.72	\$0.00

Commissary 100-38-9001-9 Product Sales

Code	Product	Qty	Price	SubTTL	Tax
5146	Shrimp Ramen Soup - Bag	364	\$0.64	\$232.96	\$0.00
5148	Funyuns LSS	14	\$1.06	\$14.84	\$0.00
5149	Cool Ranch Doritos LSS	75	\$1.06	\$79.50	\$0.00
5302	Malt-O-Meal Fruity Dyno-Bites 13oz	2	\$4.89	\$9.78	\$0.00
5303	Malt-O-Meal Tootie Fruities 12.5oz	1	\$4.97	\$4.97	\$0.00
5320	Instant Oatmeal Variety 10pk	8	\$4.44	\$35.52	\$0.00
5330	Butter Instant Grits Bx (12pk)	1	\$4.79	\$4.79	\$0.00
6001	Hershey W/Almond	2	\$1.19	\$2.38	\$0.00
6002	Hershey Milk Chocolate	4	\$1.19	\$4.76	\$0.00
6003	Kit Kat	2	\$1.19	\$2.38	\$0.00
6005	Reese's Peanut Butter Cup	8	\$1.19	\$9.52	\$0.00
6007	Snickers Bar	10	\$1.19	\$11.90	\$0.00
6008	M&M Peanut	10	\$1.19	\$11.90	\$0.00
6011	Baby Ruth	2	\$1.19	\$2.38	\$0.00
6012	Butterfinger	3	\$1.19	\$3.57	\$0.00
6014	Skittles - Orig	6	\$1.19	\$7.14	\$0.00
6019	Atomic Fireballs 4oz Bag	16	\$1.56	\$24.96	\$0.00
6020	Jolly Rancher - Asst. 4 oz Bag	14	\$1.50	\$21.00	\$0.00
6021	Starlight Mints - 4 oz	2	\$1.46	\$2.92	\$0.00
6024	Chick-O-Stick 3oz Bag	3	\$1.30	\$3.90	\$0.00
6025	Tootsie Pop	20	\$0.35	\$7.00	\$0.00
6027	Twix Caramel	1	\$1.19	\$1.19	\$0.00
6031	Jawbreakers	1	\$1.11	\$1.11	\$0.00
6035	Mix Berry Fruit Snack	19	\$1.06	\$20.14	\$0.00
6036	Strawberry Fruit Snacks	6	\$1.06	\$6.36	\$0.00
7039	Thermal Top - XL	1	\$7.30	\$7.30	\$0.00
7041	Thermal Top - 3XL	2	\$8.57	\$17.14	\$0.00
		9492		\$8813.44	\$0.00

PRE-BID SITE VISIT AND MEETING SIGN IN SHEET

Item XII. 7.

PROJECT :

RFP 16-16-002 – Inmate Commissary Services for Effingham County Prison

MEETING DATE :

Thursday March 17th, 2016 at 10.00am (local time)

Name – PLEASE PRINT	Arrival Time	Company – Name and Address	Phone	Email – PLEASE PRINT
Toss Allen		Effingham County Board of Commissioners, 601 N Laurel Street, Springfield, GA 31329	912-754-2111	tallen@effinghamcounty.org
Joanna Floyd-Wright		Effingham County Board of Commissioners, 601 N Laurel Street, Springfield, GA 31329	912-754-8011	JFloyd-Wright@effinghamcounty.org
Fiona Charleton		Effingham County Board of Commissioners, 601 N Laurel Street, Springfield, GA 31329	912-754-2159	fcharleton@effinghamcounty.org *
Chris Reed		Effingham County Board of Commissioners, 601 N Laurel Street, Springfield, GA 31329	912-754-8107	creed@effinghamcounty.org
Billy Tompkins		Effingham County Board of Commissioners, 601 N Laurel Street, Springfield, GA 31329	912-754-2108	BTompkins@effinghamcounty.org WARDEN *
Roy Edgerton		Effingham County Board of Commissioners, 601 N Laurel Street, Springfield, GA 31329	912-754-2108	Redgerton@effinghamcounty.org
Myra Kirkland		Effingham County Board of Commissioners, 601 N Laurel Street, Springfield, GA 31329	912-754-2108	MKirkland@effinghamcounty.org
Michael Kersy		PO Box 1888 Stewart Dist. Waycross Ga. 31502	912-283-1970	mike@stewartcandy.com
Will Jeffords		" " "	"	willj@stewartcandy.com
Jerry McDaniel		Jerry McDaniel Supply 1275 East Cherry Street Jesup, GA 31546	912-427-9022	jerrymac@mcDanielSupplyco.net

PROJECT :

RFP 16-16-002 – Inmate Commissary Services for Effingham County Prison

MEETING DATE :

Thursday March 17th, 2016 at 10.00am (local time)

Item XII. 7.

Name – PLEASE PRINT	Arrival Time	Company – Name and Address	Phone	Email – PLEASE PRINT
Chris Davis	0945	Trinity Services Group	770 324 0941	Chris.davis@trinityservicesgroup.com
Ivan Williams	9:45	Trinity Services 4771 Riverchase Blvd 6225 mas, TX 75087	023- 275-7255	
Andy Lane	9:45	Keefe 1371 Tradeport Dr., Jax, FL 32218	904-741- 6776	alane@keefegroup.com
Chris Markham	9:45	Keefe 1371 Tradeport Dr. Jax, FL. 32218	904-741-6776	Cmarkham@keefegroup.com
Jerame Anderson	945	"	"	janderson@keefegroup.com
Ivan Williams	9:15	ARAMARK	404 456 2826	williams-ivan@ARAMARK.com

RFP No. 16-16-002 – Inmate Commissary Services for Effingham County Prison

All other terms and conditions in RFP 16-16-002 remain unchanged.

Effingham County reserves the right to reject any and all proposals, to waive any technicalities or irregularities and to award the offer based upon the most responsive, responsible submission.

Please sign receipt of this Addendum No. 1 below:

Print Name

Signature

Date

END OF ADDENDUM NO. 1

IN WITNESS WHEREOF, the Parties by their duly authorized representatives have entered into this Agreement effective as of the Effective Date hereof.

**PRINCIPAL: EFFINGHAM COUNTY BOARD
OF COMMISSIONERS**



Signature

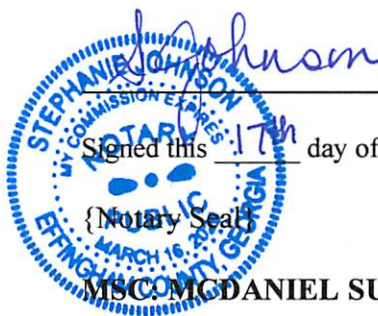
By: Wendall A. Kessler

Printed Name

Its: Chairman

Title

Notary Public:



Signed this

17th

day of

May

, 2016

{Notary Seal}

MSC MCDANIEL SUPPLY COMPANY, INC.



Signature

By: Jerry D. McDaniel

Printed Name

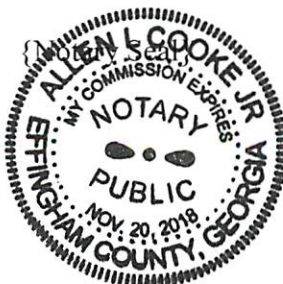
Its: President/CEO

Title

Notary Public:



Signed this 20th day of May, 2015



IT IS HEREBY CERTIFIED that the foregoing is a true and correct copy of the original as the same appears in the records of the County of Birmingham, Alabama.

PRIME REAL ESTATE COUNTY BOARD
OF COMMISSIONERS

[Signature]

Chairman

Wendell A. Kessler

Member

[Signature]

Member

[Signature]

Member

[Signature]

Member

[Signature]

Member

[Signature]

Member

[Signature]

Member

[Signature]

Member

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Member

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Member

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Member

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Member

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Member

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Member



EXHIBIT B

MSC Price List will appear here

EXHIBIT B

Effingham County Prison Price Quote

Item XII. 7.

ID	Description	Size	Inmate Price	Inmate Price With Sales Tax
MEDICAL				
6080	ANTIFUNGAL CREAM	1oz	\$ 2.57	\$ 2.75
6060	HYDROCORTISONE CREAM	9GM	\$ 0.27	\$ 0.29
6100	ORAL GEL PAIN RELIEF	1oz	\$ 3.69	\$ 3.95
6101	MUSCLE RUB	1.25oz	\$ 2.06	\$ 2.20
5400	CHAP-ET	.16oz	\$ 1.16	\$ 1.24
6030	IBUPROFEN	2pk	\$ 0.37	\$ 0.40
6012	COUGH DROPS	9ct	\$ 1.31	\$ 1.40
6225	HEMORRHOIDAL CREAM MAX STRENGTH	1.8oz	\$ 3.88	\$ 4.15
6011	ANTACID TABLETS	2pk	\$ 0.27	\$ 0.29
PERSONAL HYGIENE				
5159	DEODORANT STICK	1.6oz	\$ 0.94	\$ 1.00
5175	MENNEN FRESH SCNT	1.8oz	\$ 2.89	\$ 3.09
5166	DEGREE DEODORANT	1.7oz	\$ 3.13	\$ 3.35
13008	ROLL-ON DEODORANT	1.5oz	\$ 0.65	\$ 0.69
5160	GENERIC MEN'S STICK DEODORANT	2.25oz	\$ 1.96	\$ 2.09
5165	GENENIC LADIES STICK DEODORANT	2.25oz	\$ 1.96	\$ 2.09
5210	SUAVE SHAMPOO	15oz	\$ 2.24	\$ 2.40
5220	SUAVE 2-N-1 SHAMPOO/CONDITIONER	12.6oz	\$ 3.13	\$ 3.35
5180	DANDRUFF SHAMPOO - CLEAR	16oz	\$ 2.57	\$ 2.75
13084	SHAMPOO & BODY BATH	2oz	\$ 0.51	\$ 0.55
5228	HAIR CONDITIONER CLEAR	16oz	\$ 2.57	\$ 2.75
5020	IVORY SOAP	4oz	\$ 1.02	\$ 1.09
5030	DIAL SOAP	4oz	\$ 1.17	\$ 1.26
5005	IRISH SPRING	4oz	\$ 1.17	\$ 1.26
5010	LEVER 2000	4oz	\$ 1.31	\$ 1.40
5952	DEODORANT SOAP	1.5oz	\$ 0.32	\$ 0.35
5335	SOAP DISH		\$ 0.51	\$ 0.55
5270	CLOSE-UP TOOTHPASTE 4OZ	4oz	\$ 2.24	\$ 2.40
13007	COLGATE TOOTHPASTE	4.6oz	\$ 2.19	\$ 2.35
5238	CLEAR GEL TOOTHPASTE	1.5oz	\$ 0.56	\$ 0.60
5260	TOOTHBRUSH HOLDER		\$ 0.51	\$ 0.55
5250	MED. TOOTHBRUSH		\$ 0.75	\$ 0.80
5616	HAND & BODY LOTION 4OZ	4oz	\$ 1.02	\$ 1.09
5200	COCOA BUTTER LOTION	20oz	\$ 2.33	\$ 2.49
5125	CLEAR ALOE SKIN CARE LOTION	16oz	\$ 2.57	\$ 2.75
5326	MURRAY'S POMADE	3oz	\$ 3.69	\$ 3.95
5112	MAGIC SHAVE CREAM	6oz	\$ 4.68	\$ 5.00
5320	POMADE	4oz	\$ 2.09	\$ 2.24
5185	HAIR STYLING GEL	16oz	\$ 2.38	\$ 2.55

ID	Description	Size	Inmate Price	Inmate Price With Sales Tax
5330	PALM BRUSH W/OUT HANDLE		\$ 1.31	\$ 1.40
5355	BLACK COMB - 5"		\$ 0.19	\$ 0.20
5108	BRUSHLESS SHAVE CREAM	3oz	\$ 1.63	\$ 1.75
5060	COTTON SWAB	100ct	\$ 1.87	\$ 2.00
5140	BABY POWDER	4oz	\$ 1.09	\$ 1.16
5135	BABY OIL	4oz	\$ 1.09	\$ 1.16
5145	PETROLEUM JELLY	4oz	\$ 1.31	\$ 1.40
MISCELLANEOUS				
4540	LOVE CARD		\$ 0.94	\$ 1.00
4542	BIRTHDAY CARD		\$ 0.94	\$ 1.00
4544	FRIENDSHIP CARD		\$ 0.94	\$ 1.00
4546	JUV BIRTHDAY CARD		\$ 0.94	\$ 1.00
4548	ANNIVERSARY CARD		\$ 0.94	\$ 1.00
4550	HOLIDAY CARD		\$ 0.94	\$ 1.00
4050	PLAYING CARDS (POKER)		\$ 1.82	\$ 1.95
4087	BOWL W/OUT LID	24oz	\$ 1.07	\$ 1.15
4082	DRINKING CUP W/LID	20oz	\$ 0.70	\$ 0.75
4085	BLACK PEN		\$ 0.32	\$ 0.35
4055	BLACK FLEX PEN		\$ 0.32	\$ 0.35
4060	LEGAL PAD LARGE	8.5x11	\$ 1.21	\$ 1.29
4001	#10 LETTER ENVELOPE		\$ 0.10	\$ 0.11
4075	STAMPED ENVELOPES		\$ 0.64	\$ 0.64
4010	MANILLA ENVELOPE	9x12	\$ 0.24	\$ 0.25
4071	SINGLE STAMP		\$ 0.49	\$ 0.49
4072	BOOK OF 10 STAMPS		\$ 4.90	\$ 4.90
4255	"AA" BATTERIES - 2PK	2pk	\$ 1.39	\$ 1.49
4325	"AAA" BATTERIES - 2PK	2pk	\$ 1.39	\$ 1.49
4350	CROSSWORD PUZZLE		\$ 1.87	\$ 2.00
4370	PINOCHLE CARDS		\$ 1.87	\$ 2.00
4358	UNO CARDS		\$ 12.38	\$ 13.25
26010	SUDOKU PUZZLE		\$ 1.87	\$ 2.00
4362	WORD SEARCH PUZZLE		\$ 1.87	\$ 2.00
DRINKS				
3125	COKE	20oz	\$ 1.39	\$ 1.49
3115	SPRITE	20oz	\$ 1.39	\$ 1.49
3105	DR PEPPER	20oz	\$ 1.39	\$ 1.49
3110	MELLO YELLO	20oz	\$ 1.39	\$ 1.49
3100	FANTA ORANGE	20oz	\$ 1.39	\$ 1.49
3120	DIET COKE	20oz	\$ 1.39	\$ 1.49

ID	Description	Size	Inmate Price	Inmate Price With Sales Tax
3216	STRAWBERRY SODA	20oz	\$ 0.83	\$ 0.89
3219	GRAPE SODA	20oz	\$ 0.83	\$ 0.89
3214	PEACH SODA	20oz	\$ 0.83	\$ 0.89
3015	100% COLUMBIAN COFFEE	3oz	\$ 3.74	\$ 4.00
3005	MAXWELL HOUSE COFFEE (single serve)	5pk	\$ 1.31	\$ 1.40
3020	SWISS MISS HOT CHOCOLATE	Single Serve	\$ 0.37	\$ 0.40
3007	SUGAR SUB. 10/PK	10/PK	\$ 0.32	\$ 0.35
3006	CREAMER PACKET 10/PK	10/PK	\$ 0.43	\$ 0.45
3011	SUGAR PACKETS	20/PK	\$ 0.56	\$ 0.60
3040	FRUIT PUNCH MIX - 6OZ	6oz	\$ 1.45	\$ 1.55
3070	ORANGE DRINK MIX - 6oz	6oz	\$ 1.45	\$ 1.55
3045	LEMONADE MIX - 6oz	6oz	\$ 1.45	\$ 1.55
3072	GRAPE MIX - 6oz	6oz	\$ 1.45	\$ 1.55
3065	ICED TEA MIX - 6oz	6oz	\$ 1.45	\$ 1.55
3140	BOTTLED WATER	20oz	\$ 0.83	\$ 0.89
3200	S.F. FRUIT PUNCH DRK MX - SF	SINGLE SERVE	\$ 0.24	\$ 0.25
3203	S.F. GRAPE DRINK MIX - SF	SINGLE SERVE	\$ 0.24	\$ 0.25
3205	S.F. LEMONADE DRK MX - SF	SINGLE SERVE	\$ 0.24	\$ 0.25
3210	S.F. ORANGE DRINK MIX - SF	SINGLE SERVE	\$ 0.24	\$ 0.25
3204	S.F. ICED TEA DRINK MIX - SF	SINGLE SERVE	\$ 0.24	\$ 0.25
FOOD & SNACKS				
2005	HONEY BUN GLAZED - K	5oz	\$ 1.02	\$ 1.09
2010	HONEY BUN ICED - K	6oz	\$ 1.07	\$ 1.15
2210	OATMEAL CRM PIE - K	2.5oz	\$ 0.78	\$ 0.84
2200	NUTTY BAR - K	3oz	\$ 0.83	\$ 0.89
2112	PECAN SPINS 8CT	8ct	\$ 2.57	\$ 2.75
2315	SNACK CRACKERS	13.7oz	\$ 2.62	\$ 2.80
2310	CHOCOLATE MOON PIE	2.75oz	\$ 0.82	\$ 0.87
2320	BANANA MOON PIE	2.75oz	\$ 0.82	\$ 0.87
2295	SALTINES (BOX)	16oz	\$ 2.52	\$ 2.69
2105	CHOCOLATE CUPCAKES - K	3oz	\$ 1.07	\$ 1.15
2110	BANANA PUDDING CUPCAKES	4oz	\$ 1.07	\$ 1.15
2285	GRILL CHEESE CRACKER - K	1.38oz	\$ 0.51	\$ 0.55
2275	TOASTCHEE - K	1.5oz	\$ 0.51	\$ 0.55
2278	JALAPENO CHEDDAR CRACKER - K	1.5oz	\$ 0.51	\$ 0.55
2280	CHEESE ON WHEAT CRACKERS - K	1.375oz	\$ 0.51	\$ 0.55
22109	SALTED PEANUTS	3.5oz	\$ 1.16	\$ 1.24
22115	HONEY ROASTED PEANUTS	3.5oz	\$ 1.16	\$ 1.24
22116	HOT & SPICY PEANUTS	3.5oz	\$ 1.16	\$ 1.24
22110	SWEET N SPICY MIX	1.75oz	\$ 0.77	\$ 0.82

Effingham County Prison Price Quote

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ID	Description	Size	Inmate Price	Inmate Price With Sales Tax
2305	RICE KRISPIES TREAT	1.3oz	\$ 1.02	\$ 1.09
2250	GRANOLA BAR - K	1.5oz	\$ 0.83	\$ 0.89
2003	JALAPENO SQUEEZE CHEESE	1oz	\$ 0.75	\$ 0.80
2306	CRUNCH & MUNCH	3.5oz	\$ 2.06	\$ 2.20
2075	TRAIL MIX NUT N YOGURT	2.25oz	\$ 0.83	\$ 0.89
2256	CHOCOLATE CRÈME COOKIES	5oz	\$ 0.83	\$ 0.89
2301	OREO COOKIES - K	1.8oz	\$ 0.94	\$ 1.00
2330	CHOCOLATE CHIP COOKIE - K	2oz	\$ 1.00	\$ 1.07
2265	STRAWBERRY CRÈME COOKIES	5oz	\$ 0.83	\$ 0.89
2255	PEANUT BUTTER COOKIES	5oz	\$ 0.83	\$ 0.89
2257	VANILLA CRÈME COOKIES	5oz	\$ 0.83	\$ 0.89
2260	DUPLEX CRÈME COOKIES	5oz	\$ 0.83	\$ 0.89
2258	LEMON CRÈME COOKIES	5oz	\$ 0.83	\$ 0.89
2798	ICED OATMEAL COOKIES	5oz	\$ 0.94	\$ 1.00
2297	S. F. WAFERS - VANILLA - K	2.12oz	\$ 0.94	\$ 1.00
2298	S. F. WAFER - CHOCOLATE - K	2.2oz	\$ 0.94	\$ 1.00
2299	S. F. WAFER - STRAWBERRY - K	2.2oz	\$ 0.94	\$ 1.00
2240	POP-TARTS - STRAWBERRY	3.65oz	\$ 1.02	\$ 1.09
1602	SUGAR POWERED DONUTS 6PK	6pk	\$ 1.07	\$ 1.15
2575	REFRIED BEANS	8oz	\$ 2.06	\$ 2.20
2570	RED BEANS AND RICE	4.4oz	\$ 1.87	\$ 2.00
2576	WHITE RICE	8oz	\$ 1.63	\$ 1.75
2580	FLOUR TORTILLA 6PK	6pk	\$ 1.21	\$ 1.29
2571	HOT CHILI w/BEANS	7.5oz	\$ 2.57	\$ 2.75
2574	BEEF STEW	7.5oz	\$ 2.57	\$ 2.75
2045	TUNA POUCH 2.5OZ	2.5oz	\$ 1.96	\$ 2.09
2550	CHICKEN VIENNA SAUSAGE	10oz	\$ 2.38	\$ 2.55
2552	SPAM (POUCH) - P	3oz	\$ 2.24	\$ 2.40
2700	SWEET & SALTY NUT MIX - 2OZ	2oz	\$ 0.94	\$ 1.00
2025	BEEF & CHEESE STICK	1oz	\$ 0.97	\$ 1.04
2030	HICKORY TWIN BEEF STICK	1oz	\$ 0.97	\$ 1.04
2040	HOT SAUSAGE - P	1.7oz	\$ 1.12	\$ 1.20
2015	DILL PICKLE - K		\$ 1.07	\$ 1.15
2020	HOT PICKLE - K		\$ 1.07	\$ 1.15
2400	HOT SAUCE BOTTLE - 6OZ	6oz	\$ 1.07	\$ 1.15
2055	PEANUT BUTTER PACKET - K	1.12oz	\$ 0.70	\$ 0.75
2058	GRAPE JELLY PKT	1oz	\$ 0.32	\$ 0.35
2046	MAYONNAISE PACKET		\$ 0.14	\$ 0.15
2035	BEEF SUMMER SAUSAGE	2.75oz	\$ 2.38	\$ 2.55
2041	HOT SUMMER SAUSAGE	5oz	\$ 2.99	\$ 3.20
2556	MACKEREL FILLET - 3.53OZ	3.53oz	\$ 1.63	\$ 1.75

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ID	Description	Size	Inmate Price	Inmate Price With Sales Tax
2610	SARDINES N HOT SAUCE - 3.53OZ	3.53oz	\$ 1.26	\$ 1.35
2374	HOT PORK SKINS - P	1oz	\$ 0.65	\$ 0.69
2375	BBQ PORK SKINS - P	1oz	\$ 0.65	\$ 0.69
2333	SALT & VINEGAR - K	1oz	\$ 0.60	\$ 0.64
2365	SC & CHEDDAR CHIPS - K	1oz	\$ 0.60	\$ 0.64
2345	PLAIN CHIPS - K	1.5oz	\$ 0.78	\$ 0.84
2355	NACHO CHEESE CHIPS - K	1.5oz	\$ 1.02	\$ 1.09
2360	BBQ CORN CHIPS - K	2oz	\$ 0.78	\$ 0.84
2366	BUFFALO CHIPS - K	1.5oz	\$ 0.78	\$ 0.84
2339	JALAPENO CHEESE PUFFS - K	1oz	\$ 0.60	\$ 0.64
2340	BBQ CHIPS - K	1.5oz	\$ 0.78	\$ 0.84
2385	WHITE CHED. POPCORN	.75oz	\$ 0.56	\$ 0.60
2380	CHEEZ-ITS - K	1.5oz	\$ 0.75	\$ 0.80
2012	JALAPENO PRETZEL PIECES - K	2.25oz	\$ 0.83	\$ 0.89
2373	VOO DOO CHIPS - K	1.5oz	\$ 0.78	\$ 0.84
22107	CREAMY DILL CHIP - K	1.5oz	\$ 0.78	\$ 0.84
2300	CHEETOS - K	2oz	\$ 1.02	\$ 1.09
2391	CHEESE CURLS - 10OZ	10oz	\$ 2.01	\$ 2.15
2394	SPICY HOT CHIPS 5.5OZ - K	5.5oz	\$ 1.77	\$ 1.89
2397	5.5OZ BBQ CHIP - K	5.5oz	\$ 1.77	\$ 1.89
2398	SALSA VERDE TORTILLA CHIP - K	6oz	\$ 1.77	\$ 1.89
2399	SOUR CREAM & ONION 5.5OZ - K	5.5oz	\$ 1.77	\$ 1.89
2500	CHICKEN CUP-A-SOUP	2.25oz	\$ 1.02	\$ 1.09
2505	SHRIMP CUP-A-SOUP	2.25oz	\$ 1.02	\$ 1.09
2510	BEEF CUP-A-SOUP	2.25oz	\$ 1.02	\$ 1.09
2520	CHILI SOUP	3oz	\$ 0.56	\$ 0.60
2525	BEEF SOUP	3oz	\$ 0.56	\$ 0.60
2527	LIME CHILI SHRIMP SOUP	3oz	\$ 0.56	\$ 0.60
2530	CHICKEN SOUP	3oz	\$ 0.56	\$ 0.60
2540	PICANTE CHICKEN SOUP	3oz	\$ 0.56	\$ 0.60
2545	ORIENTAL SOUP	3oz	\$ 0.56	\$ 0.60
2054	SWEET BABY RAY'S BBQ SAUCE	1.25oz	\$ 0.51	\$ 0.55
2056	CLASSIC GOURMET RANCH DRESSING POUCH	1.5oz	\$ 0.70	\$ 0.75
2070	CHEX MIX	1.75oz	\$ 0.75	\$ 0.80
2098	STRAWBERRY CHEESE CLAW - K	4oz	\$ 1.12	\$ 1.20
2100	CINNAMON ROLL - K	4oz	\$ 1.07	\$ 1.15
2110	APPLE FRIED PIE	4.5oz	\$ 1.07	\$ 1.15
2139	INSTANT OATMEAL VARIETY	10pk	\$ 4.01	\$ 4.29
2137	INSTANT GRITS 12PK	12pk	\$ 4.01	\$ 4.29
2230	APPLE NUTRI-GRAIN BAR	1.3oz	\$ 0.88	\$ 0.95
2779	COMBOS PIZZERIA	1.8oz	\$ 0.94	\$ 1.00

ID	Description	Size	Inmate Price	Inmate Price With Sales Tax
CANDY				
1100	HERSHEY W/ALMONDS - K	1.85oz	\$ 1.12	\$ 1.20
1000	SNICKERS - K	1.86oz	\$ 1.12	\$ 1.20
1020	M&M PEANUT - K	1.74oz	\$ 1.12	\$ 1.20
1030	BABY RUTH - K	2.1oz	\$ 1.12	\$ 1.20
1040	MILKY WAY - K	2.05oz	\$ 1.12	\$ 1.20
1060	KIT KAT	1.5oz	\$ 1.12	\$ 1.20
1070	BUTTERFINGER - K	2.01oz	\$ 1.12	\$ 1.20
1080	M&M PLAIN - K	1.69oz	\$ 1.12	\$ 1.20
1230	SNICKER W/ALMONDS	1.76oz	\$ 1.12	\$ 1.20
1090	THREE MUSKETEER - K	2.13oz	\$ 1.12	\$ 1.20
1010	REESE CUPS - K	1.69oz	\$ 1.12	\$ 1.20
1110	JOLLY RANCHERS	4oz	\$ 1.26	\$ 1.35
1120	CHICK-O-STICK - K	.7oz	\$ 0.32	\$ 0.35
1130	ATOMIC FIREBALLS	4oz	\$ 1.21	\$ 1.29
1140	TWIX - K		\$ 1.12	\$ 1.20
1160	SKITTLES	2.17oz	\$ 1.17	\$ 1.26
1170	STARLIGHT MINTS	4.5oz	\$ 1.12	\$ 1.20
1180	BUTTERSCOTCH - K	4.5oz	\$ 1.12	\$ 1.20
1190	SOUR FRUIT BALLS	4.5oz	\$ 1.12	\$ 1.20
1145	NESTLE CRUNCH BAR	1.55oz	\$ 1.12	\$ 1.20
1210	MIXED BERRY FRUIT SNACK	2.25oz	\$ 0.88	\$ 0.95
CLOTHING				
9260	SHOWER SHOES - MEDIUM	MED	\$ 1.50	\$ 1.60
9265	SHOWER SHOES - LARGE	L	\$ 1.50	\$ 1.60
9267	SHOWER SHOES - XL	XL	\$ 1.50	\$ 1.60
9075	BOXERS - SMALL	SM	\$ 2.99	\$ 3.20
9080	BOXERS - MEDIUM	MED	\$ 2.99	\$ 3.20
9085	BOXERS - LARGE	L	\$ 2.99	\$ 3.20
9090	BOXERS - XL	XL	\$ 2.99	\$ 3.20
9095	BOXERS - 2XL	2XL	\$ 3.64	\$ 3.89
9100	BOXERS - 3XL	3XL	\$ 3.64	\$ 3.89
9105	THERMAL TOPS - SMALL	SM	\$ 6.45	\$ 6.90
9110	THERMAL TOPS - MEDIUM	MED	\$ 6.45	\$ 6.90
9115	THERMAL TOPS - LARGE	L	\$ 6.45	\$ 6.90
9120	THERMAL TOPS - XL	XL	\$ 6.45	\$ 6.90
9125	THERMAL TOPS - 2XL	2XL	\$ 6.63	\$ 7.10
9130	THERMAL TOPS - 3XL	3XL	\$ 6.82	\$ 7.30
9135	THERMAL BOTTOMS - SMALL	SM	\$ 6.45	\$ 6.90

Effingham County Prison Price Quote

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ID	Description	Size	Inmate Price	Inmate Price With Sales Tax
9140	THERMAL BOTTOMS - MEDIUM	MED	\$ 6.45	\$ 6.90
9145	THERMAL BOTTOMS - LARGE	L	\$ 6.45	\$ 6.90
9150	THERMAL BOTTOMS - XL	XL	\$ 6.45	\$ 6.90
9155	THERMAL BOTTOMS - 2XL	2XL	\$ 6.63	\$ 7.10
9160	THERMAL BOTTOMS - 3XL	3XL	\$ 6.82	\$ 7.30
9000	TUBE SOCKS		\$ 1.26	\$ 1.35
4190	WASHCLOTH		\$ 1.34	\$ 1.44
4192	BATH TOWEL		\$ 7.01	\$ 7.50

Amendment No. 1 to McDaniel Supply Company Commissary Service Agreement

THIS AMENDMENT No. 1 is entered into between the County of Effingham, Georgia ("Principal") and McDaniel Supply Company, Inc. ("MSC") whose Administrative Office is located at 1275 East Cherry St., Jesup, GA 31546.

IN WITNESS WHEREOF:

WHEREAS, the parties did enter into a Services Agreement effective May 17, 2016 for Inmate Commissary and Trust Fund Accounting Services; and,

NOW, THEREFORE, in consideration of the foregoing and of the mutual promises in said Agreement. it is mutually agreed as follows:

AMENDMENTS

1. The original Services Agreement is amended as follows:
 - a) The parties agree that on November 14, 2023, MSC will install two (2) vending machines for inmate use at the Effingham County Prison located at 321 Hwy 119 South, Springfield, GA, 31329.
 - b) The parties agree that the Prison will provide the A/C power necessary to run the vending machines at its cost.
 - c) The parties agree that all vending machines and any related hardware provided by MSC is the sole property of MSC and will be returned to MSC in working order at such time as the parties agree to vending equipment removal.
 - d) The parties agree that the Principal will purchase vending items from MSC as needed and that MSC will deliver purchased items to the Prison to be loaded into the vending machines by Prison staff.
 - e) The parties agree to a vending commission rate paid to the Principal of 25% on sales generated through inmate vending machines once installed and operational.

NO OTHER CHANGES

Except as otherwise expressly provided in this Amendment, all of the terms and conditions of the original contract remain in full force and effect. This Amendment shall be effective once signed by both parties.

{Signature Page Follows}

IN WITNESS WHEREOF, the Parties hereto have executed or approved this Amendment on the dates below their signatures.

McDaniel Supply Company, Inc.

By: _____

Its: _____

Date: _____

County of Effingham

By: _____

Its: _____

Date: _____

Staff Report

Subject: FY 2024 Budget Amendment
Author: Mark W. Barnes, Finance Director
Department: Finance Department
Meeting Date: 11/21/23
Item Description: Consideration to approve an amendment to the FY 2024 budget.

Summary Recommendation:

Staff is requesting approval of an amendment to the FY 2024 budget.

Executive Summary:

Each year the Board of Commissioners proposes a tentative budget. During the year, the Board receives requests from agencies and department heads to adjust the budget. Additionally, other factors, such as revenue, may fluctuate thereby allowing the Board to direct that additional expenditures be made. Therefore, a formal budget resolution incorporating these factors is made to adjust the budget accordingly.

Background:

Georgia Law 6-81-3. Requires the establishment of fiscal year; requirement of annual balanced budget; adoption of budget ordinances or resolutions generally; budget amendments; uniform chart of accounts. Section (b)(1) notes that each unit of local government shall adopt and operate under an annual balanced budget for the general fund, each special revenue fund, and each debt service fund in use by the local government. The annual balanced budget shall be adopted by ordinance or resolution and administered in accordance with this article.

The budget amendment attached reflects the following changes:

1. Allocating funding for the combined LMIG 2023 and LMIG 2024 road projects.
2. Allocating funding for the GDOT contract for water & sewer items for the Effingham Parkway.
3. Allocating funding for the fuel island slab repairs.

Alternatives for Commission to Consider:

1. Approve the resolution to amend the budget for FY 2024.
2. Do not approve the resolution.
3. Provide staff with direction.

Recommended Alternative:

Staff recommends Alternative number 1 – Approve the resolution to amend the budget for FY 2024.

Other Alternatives:

N/A

Department Review:

Finance

Funding Source:

Multiple

Attachments:

FY 2024 budget amendment resolution

Resolution# _____

State of Georgia
County of Effingham

RESOLUTION TO AMEND THE FY 2024 BUDGET

WHEREAS, the FY 2024 budget of Effingham County was adopted on June 6th, 2023 and; WHEREAS, it is necessary to further amend said budget to reflect desired changes and; NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County Effingham, Georgia that the following amendment be made:

DEPT	DEPT NAME	ACCT NAME	ACCT NO.	TYPE	AMOUNT	DESCRIPTION
322	SPLOST 2021	LMIG 2023	322-4208-322-54-1402	EXP	512758.00	to allocate additional funding for LMIG 2023
322	SPLOST 2021	LMIG 2024	322-4208-322-54-1403	EXP	1929102.00	to allocate funding for LMIG 2024
322	SPLOST 2021	DEPT OF TRANSPORTATION	322-33-4217	REV	-1021189.00	to allocate LMIG 2024 grant funds received
322	SPLOST 2021	CEM COMPLEX PHASE 2	322-6110-322-54-1201	EXP	-1420671.00	to re-allocate funding to LMIG projects
037	SPLOST 2017 ROADS	EFFINGHAM PARKWAY	321-4207-037-54-1406	EXP	1264304.00	allocate funding for Parkway GDOT water & sewer
100	SPLOST 2017 W&S	SPIP WATER MAIN EXTENSION	321-4420-100-54-1410	EXP	-222000.00	to re-allocate funding towards Parkway
037	SPLOST 2017 ROADS	INTEREST ON INVESTMENT	321-36-1005	REV	-157102.00	to allocate LGIP earnings to Parkway
037	SPLOST 2017 ROADS	CASH CARRY FORWARD	321-38-9015	FB	-885202.00	to allocate FB to Parkway
021	FACILITIES MAINTENANCE	SITE IMPROVEMENTS	100-1565-021-54-1200	EXP	25000.00	to allocate funding for fuel island slab
021	FACILITIES MAINTENANCE	CASH CARRY FORWARD	100-38-9015	FB	-25000.00	to allocate FB for fuel island slab
						0.00 net entries

This amendment allocates funding for the LMIG 2023 and LMIG 2024 projects, for the GDOT Effingham Parkway water & sewer contractual costs, and for the fuel island slab repairs.

Approved this _____ day of _____ 2023.

Attest:

Stephanie D. Johnson, County Clerk

Wesley M. Corbitt, Chairman

Staff Report

Subject: Subdivision Regulations
Author: Steve Candler, Director Development Services
Department: Development Services
Meeting Date: November 21, 2023
Item Description: **Part II – Official Code: Appendix B – SUBDIVISIONS** of the Effingham County Code of Ordinances.

Summary Recommendation

Staff recommends **approval** of **Part II – Official Code: Appendix B – SUBDIVISIONS** of the Effingham County Code of Ordinances.

Executive Summary/Background

“Subdivision” means all divisions of a tract or parcel of land into two or more lots, building sites, or other divisions when any one or more of those divisions is created for the purpose of sale or building development (whether immediate or future) and shall include all divisions of land involving the dedication of a new street or a change in existing streets.

This rewrite is comprehensive and includes three new definitions of subdivision, family, minor and major. The infrastructure requirements are clarified and improved. Some improvements in the subdivision processes.

Alternatives

1. **Adopt Part II – Official Code: Appendix B – SUBDIVISIONS** of the Effingham County Code of Ordinances.
2. **Deny Part II – Official Code: Appendix B – SUBDIVISIONS** of the Effingham County Code of Ordinances.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Development Services

FUNDING: N/A

Attachments: Draft Subdivision Regulations

PART II - OFFICIAL CODE
APPENDIX B SUBDIVISION REGULATIONS

APPENDIX B SUBDIVISION REGULATIONS¹

ARTICLE I. AUTHORITY AND JURISDICTION

1.1 Authority.

The General Planning Enabling Act of 1957 as amended by the regular 1973 session of the General Assembly of Georgia, Section 14, and as amended by the Constitutional Revision of 1976, grants authority to the governing body of each county and municipality to regulate subdivisions and land development. The governing body may grant variances from these regulations pursuant to the provisions of section 9.1.

(Ord. of 4-18-06)

1.2 Jurisdiction.

These regulations shall apply to all unincorporated land located within the boundaries of the County of Effingham.

(Ord. of 4-18-06)

ARTICLE II. PURPOSE AND SHORT TITLE

2.1 Purpose.

The public health, safety, economy, good order, appearance, convenience, morals, and general welfare require the harmonious, orderly, and progressive development of land within Effingham County, Georgia. In

¹Editor's note(s)—Printed herein are the subdivision regulations of the county, as adopted by the board of commissioners on April 6, 1999. Amendments to these regulations are indicated by parenthetical history notes following amended provisions. The absence of a history note indicates that the provision remains unchanged from the original regulations. Obvious misspellings and punctuation errors have been corrected without notation. For stylistic purposes, headings and catchlines have been made uniform and the same system of capitalization, citation to state statutes, and expression of numbers in text as appears in the Code of Ordinances has been used. Additions made for clarity are indicated by brackets. See the Code Comparative Table.

Editor's note(s)—An ordinance adopted Apr. 18, 2006, amended App. B in its entirety, in effect deleting App. B as superseded and enacting a new App. B to read as set out herein. Former App. B pertained to similar subject. For a complete history of former App. B see the Code Comparative Table.

Cross reference(s)—Alcoholic beverages, ch. 6; buildings and building regulations, ch. 14; soil erosion and sedimentation control, § 30-111 et seq.; flood damage prevention, ch. 34; planning, ch. 54; zoning ordinance, app. C.

furtherance of the general intent of this ordinance, the regulation of land subdivision by municipal and county governing authorities is authorized for the following purposes, among others:

- (a) To protect and provide for the public health, safety, and general welfare of the county;
- (b) To encourage the development of economically sound and stable municipalities and counties;
- (3) To protect the character and the social and economic stability of all parts of the county and to encourage the orderly and beneficial development of the community through appropriate growth management techniques assuring the timing and sequencing of development, promotion of infill development in existing neighborhoods and non-residential areas with adequate public facilities, to assure proper urban form, to protect environmentally critical areas and areas premature for urban development.
- (d) To assure the timely provision of required streets, utilities, and other facilities and services to new land developments;
- (e) To assure the adequate provision of safe and convenient traffic access and circulation, both vehicular and pedestrian, in and through new land developments;
- (f) To ensure that public facilities and services are available concurrent with development and will have a sufficient capacity to serve the proposed subdivision and that the community will be required to bear no more than its fair share of the cost of providing the facilities and services through requiring the developer to pay fees, furnish land, or establish mitigation measures to ensure that the development provides its fair share of capital facilities needs generated by the development.
- (g) To assure the provision of needed public open spaces and building sites in new land developments through the dedication or reservation of land for recreational, educational, and other public purposes and including the use of average density in providing for minimum width of and area of lots, while preserving the density of development as established in the zoning ordinance; and
- (h) To assure, in general, the wise and timely development of new areas, in harmony with the comprehensive plan of the municipalities and the county.

(Ord. of 4-18-06)

2.2 Short title.

This ordinance shall be known as and may be cited as the "Effingham County Subdivision Regulations."

(Ord. of 4-18-06)

ARTICLE III. RULES AND DEFINITIONS

3.1 Rules.

In the construction of these regulations, the rules and definitions contained in this section shall be observed and applied, except when the content clearly indicates otherwise:

- (a) Words used in the present tense shall include the future, and the words used in the singular number shall include the plural number, and the plural the singular.
- (b) The word "shall" is mandatory and not discretionary.
- (c) The word "may" is permissive.

(d) The masculine gender includes the feminine and neuter.

(Ord. of 4-18-06)

3.2 Definitions.

3.2.1 Accessory building. A garage, or other building, use or structure subordinated to and not forming an integral part of the main or principal building on a lot or parcel but pertaining to the use of the main building.

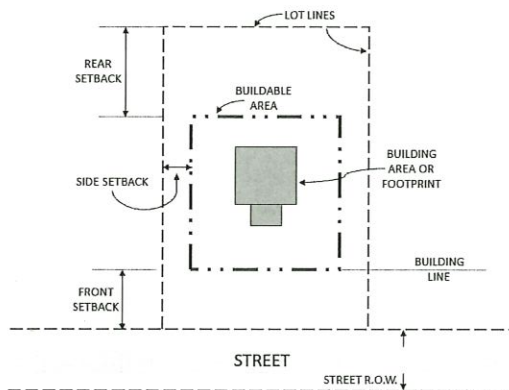
3.2.2 Alley. A narrow thoroughfare dedicated or used for public passageway up to 20 feet in width, which usually abuts the rear of the premises, or upon which service entrances or buildings abut, and is not generally used as a thoroughfare by both pedestrians and vehicles, is not used for general traffic, and is not otherwise officially designated as a street. A way which affords only a secondary means of access to abutting property.

3.2.3 Board of zoning appeals. A board appointed by the local governing body whose duties are to hear and decide zoning appeals, special exceptions, and variances in a manner that conforms to the requirements of the zoning ordinance. The county commission serves as the appeal body for Effingham County.

3.2.4 Buildable area. That portion of any lot which may be used or built upon in accordance with the regulations governing the given zoning district within which the particular lot is located, once the various front, side, and rear yard requirements required for the district have been subtracted from the total lot area.

3.2.5 Building. A building is any structure having a roof entirely separated from any other structure by space or by walls, having no communicating doors or windows or any similar opening, and being erected for the purpose of providing support or shelter for persons, animals, things, or property of any kind, and having a foundation to which it is anchored.

3.2.6 Building line. A line delineating the minimum allowable distance between the street right-of-way and nearest extreme projection of a building (including all areas covered by any vertical projections to the ground or overhang, walls, roof, or any other part of the structure).



3.2.7 Building site. The ground area of a building or buildings together with all open spaces surrounded by said building or buildings.

3.2.8 Building inspector. Any person hired by the local governing authority to inspect, determine compliance with, and render minor decisions concerning the compliance of structures and lots within Effingham County, to the ordinances of the county.

3.2.9 Certified survey. A survey, sketch, plat, map, or other exhibit is said to be certified when a written statement regarding its accuracy or conformity to specified standards is signed by the specified professional engineers, registered surveyor, architect, or other legally recognized person.

3.2.10 Community water system. A series of water lines providing water to two or more lots, either by a private well or public groundwater or surface water system. Community water systems shall conform to the rules of the Georgia Environmental Protection Division Safe Drinking Water Standards.

3.2.11 Conservation design subdivisions. A development designed to maximize the conservation or preservation of natural areas where minimum lot size and/or dimensional requirements may be waived, provided that the overall density of the development in its entirety remains consistent with the density of the zoning district.

3.2.12 Density. The number of units or buildings per acre, or the number of people per unit, building, acre, or mile, the quantity of people, structures, or units within a specified area.

3.2.13 Dwelling. A building or portion of a building arranged or designed to provide living quarters for one or more families on a permanent or long-term basis.

3.2.14 Easement. A grant to the general public, a corporation, or a certain person of a strip or a parcel of land for use for a specific purpose. No construction of any kind is permitted in or upon easements except that required in connection with the designated use.

3.2.15 Engineer. Any person having an acceptable degree from a recognized institution of higher learning and licensed by the State of Georgia who is capable of determining the correct manner in which to construct roads, streets, highways, water, and sewerage systems, drainage system, structures, or other technical related areas. The person to be county engineer must be recognized by the State of Georgia as one.

3.2.16 Expedited subdivision. The adjustment or relocation of a lot line or lot lines, such that no additional lots are created and such that all resulting lots meet all the requirements of the zoning ordinance.

3.2.17 Family. One person or a group of two or more persons, living together and interrelated by bond or consanguinity, marriage, or legal adoption, occupying a dwelling unit as a single-family unit, with a single set of kitchen facilities.

3.2.17 (a) ~~Minor~~ Family subdivision. Any subdivision containing not more than ~~three~~ five lots fronting on an existing public or private street, not involving any new street or road, or the extension of municipal facilities or the creation of any public improvements, and not adversely affecting the remainder of the parcel or adjoining property, and not in conflict with any provision or portion of the zoning ordinance or these regulations. Two or more ~~minor~~ family subdivisions divided from one original parcel under common ownership constitutes a ~~major~~ minor subdivision. The subdivision of property for immediate family members may be granted as a ~~minor~~ family subdivision upon approval by ~~the board of commissioners;~~ development services staff.

3.2.18 Flood prone areas. The land that is usually flooded whenever a rise in the water level of a creek, stream, river, or other body of water is experienced. That land adjacent to a creek, stream, river, channel, canal, or other body of water that is designated as a floodplain or flood profile area by a governmental agency.

3.2.19 Group development. A development comprising two or more principal structures, whether in single, condominium, or diverse ownership built on a single lot, tract, or parcel of land and designed for occupancy by separate families, firms, businesses, or other enterprise. Such development generally contains parcels or tracts of land in common and such land is controlled and maintained through a property owner's association or similar group.

3.2.20 Governing authority. The board of commissioners of Effingham County.

3.2.21 Lot. Parcel of land shown on a recorded plat or on the official county zoning maps, or any piece of land described by a legally recorded deed.

3.2.22 Lot area. The total area of the lot including easements.

3.2.23 *Lot, corner.* Any lot situated at the junction of and abutting on two or more intersections or intercepting streets or public highways. If the angle or intersection of the direction lines of two highways is more than 135 degrees, the lot fronting on said intersection is not a corner lot.

3.2.24 *Lot, double frontage.* A lot having frontage and access on two or more public streets. A corner lot shall not be considered as having double frontage.

3.2.25 *Lot, interior.* Any lot which is not a corner lot that has frontage only on one street other than an alley.

3.2.26 *Lot lines, front.* In the case of a lot abutting upon only one street, the front lot line is the line separating such lot from such street. In the case of a corner lot, that part of the lot having the narrowest frontage on any street shall be considered the front lot line. In the case of any other lot, one such line shall be elected to be the front lot line for the purpose of this ordinance, provided it is so designated by the building plans which meet the approval of the building inspector.

3.2.27 *Lot lines, rear.* The rear lot line is that boundary which is opposite and most distant from the front lot line. In the case of a lot pointed at the rear, or any odd-shaped lot, the rear lot line shall be determined by the building inspector.

3.2.28 *Lot lines, side.* A side lot line is any lot boundary line not a front lot line or a rear lot line. A side lot line separating a lot from a street is an exterior side lot line. A side lot line separating a lot from another lot, or lots, is an interior side lot line.

3.2.29 *Lot, reverse frontage.* A lot having frontage on two or more public streets, the access of which is restricted to one street.

3.2.30 *Major subdivision.* All subdivisions not classified as minor subdivision, including but not limited to subdivisions of ~~four or more~~ more than five residential lots, or any size subdivision requiring any new street or extension or improvement of the local government facilities or the creation of any public improvements.

3.2.31 *Minor subdivision*

~~Minor Family subdivision.~~ Any subdivision containing not more than ~~three~~ five residential lots fronting on an existing public or private street or private easement, not involving any new street or road, or the extension of municipal facilities or the creation of any public improvements, and not adversely affecting the remainder of the parcel or adjoining property, and not in conflict with any provision or portion of the zoning ordinance or these regulations. Two or more ~~minor family~~ subdivisions divided from one original parcel under common ownership constitutes a ~~major~~ minor subdivision. The subdivision of property for immediate family members may be granted as a ~~minor family~~ subdivision upon approval by ~~the board of commissioners;~~ development services staff.

3.2.32 *Metes and bounds description.* A method of property description whereby properties are described by means of their direction and distances from an easily identifiable location or point.

3.2.33 *Planning board.* A body of people appointed by the local governing authority whose responsibilities include the guidance of growth and development within Effingham County and interpretation of the various county regulatory ordinances.

3.2.34 *Plat.* A map showing the features of a proposed subdivision (lot split, metes and bounds description). This plat would show the entire tract, and the lot which is to be subdivided, the adjacent properties and owners, roads, or streets, and all necessary bearings and distances for the proposed split.

3.2.35 *Plat, final.* The map, plan, or record of a subdivision, and any accompanying materials, as described in article V.

3.2.36 Plat, preliminary. A map showing the salient features of a proposed subdivision, including topographical data, as defined in section 5.2 of these regulations submitted to the planning board for purposes of preliminary consideration.

3.2.37 Principal building. The building situated on, or to be placed nearest the front property line and the use of which conforms to the primary use permitted by the zoning classification of the district in which it is located.

3.2.38 Private access road. Any unpaved street otherwise constructed to county standards which is not dedicated to or accepted by the county and which is privately owned, operated and maintained.

3.2.39 Private street. Any paved street constructed to county standards and which is not dedicated to or accepted by the county and which is privately owned, operated and maintained and whose use is restricted by signage or by a gate, barrier, or other device intended to exclude the general public, or where such street is identified as "private" on a recorded subdivision plat.

3.2.40 Public use. Use of any land, water, or buildings by a municipality, public body, or board, commission, or authority, county, state, or federal government, or any agency thereof for a public service or purpose.

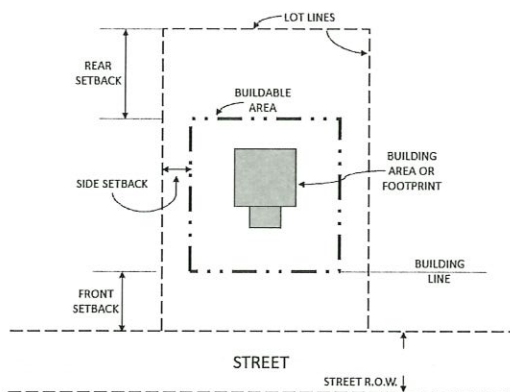
3.2.41 Regulatory flood. A flood which is representative of large floods known to have occurred generally in the area and reasonably characteristic of what can be expected to occur in a particular stream. The regulatory flood generally has a frequency of approximately 100 years determined from an analysis of floods on a particular stream and other streams in the same general region.

3.2.42 Residential. The term "residential" or "residence" is applied herein to lot, plot, parcel, tract, area, or piece of land and or any building used exclusively for family dwelling purposes or intended to be so used, including concomitant uses specified herein.

3.2.43 Reserve strip. A strip of land adjacent to a public street or similar right-of-way which has been reserved for the purpose of controlling access to the public way.

3.2.44 Right-of-way line. The outside boundaries of a highway right-of-way, whether such right-of-way be established by usage, dedication, or by the official right-of-way.

3.2.45 Setback. The minimum horizontal distance between the right-of-way line, rear, or side lines of the lot, and the front, rear, or side lines of the building. When two or more lots under one ownership are used, the exterior property line so grouped shall be used in determining offsets.



3.2.46 Sketch Plan. A rough plan of a proposed subdivision or development as defined in section 5.1 of these regulations.

3.2.47 Site. An area designated as a separate and distinct parcel of land on a legally recorded subdivision plat or in a legally recorded deed.

3.2.48 Street. A public right-of-way affording primary access to abutting property. For the purposes of these regulations, the term shall also mean avenue, boulevard, road, lane, and other public ways.

3.2.49 Street, arterial. A street of exceptional continuity that is intended to carry the greater portion of through traffic from one area of the county to another.

3.2.50 Street, collector. Those streets which are neither local streets nor arterial streets. Their location and design are such that they are: of exceptional continuity; serve as routes passing through residential areas; serve as means of moving traffic from local streets and feeding it into arterial streets.

3.2.51 Street, cul-de-sac. A short local street having but one end open for vehicular traffic, the opposite end being terminated with a permanent turnaround.

3.2.52 Street, dead end. A street not intersecting with other streets at both ends, and distinguished from a cul-de-sac by not being terminated by a vehicular turnaround.

3.2.53 Street, local. Streets which provide only access to adjacent properties and by nature of their layout do not serve vehicles passing through the area with neither origin nor destination within the area.

3.2.54 Street, marginal access. A minor service street which parallels and is immediately adjacent to an arterial street (frontage road).

3.2.55 Street, width. The shortest distance between the lines delineating the right-of-way of a street.

3.2.56 Street plug. A segment of land at the terminus or adjacent to an existing or proposed street, created for the intention of connecting an existing or proposed road with adjacent property. The width of a street plug shall be determined by the right-of-way of the existing or proposed road.

3.2.57 Surveyor. A person who determines or delineates the form, extent, position, distance, or shape of a tract of land by taking linear and angular measurements, and by applying the principles of geometry and trigonometry.

3.2.58 Structure. Anything constructed or erected, the use of which requires rigid location on the ground or attachment to something having a permanent location on the ground, provided, however, that utility poles, fences, and walls (other than building walls) shall not be considered to be structures.

3.2.59 Subdivider. Any person, firm, or corporation who divides any land deemed to be a subdivision as herein defined.

3.2.60 Subdivision. Subdivision means all divisions of a tract or parcel of land, regardless of zoning classification or land use, ~~into two or more than two lots~~, building sites, or other divisions for the purpose, whether immediate or future, of sale, legacy, or building development, and includes all division of land involving a new street or a change in existing streets, and includes resubdivision and, where appropriate, also includes the process of subdividing of the land or area subdivided; provided, however, that the following exemption is included within this definition only for the purpose of requiring that the board of commissioners be informed and have record of such subdivisions:

Exemption: The combination or recombination of portions of previously platted lots where the total number of lots is not increased and the resultant lots are equal to the standards of the governing authority.

Plats of such exemption shall be received as information by the zoning administrator, who shall indicate such fact on the plats.

Subdivision, Expedited. See *Expedited subdivision*.

Subdivision, Major. See *Major subdivision*.

Subdivision, Minor. See Minor subdivision.

3.2.61 Use. The purpose for which land or a building is arranged, designed, or intended, or for which either land or a building is or may be occupied or maintained.

3.2.62 Waterfront. Any site shall be considered as waterfront property provided any or all of its lot lines abut on or are contiguous to any body of water including creek, canal, river, or any other body of water natural or artificial, including marshland, not including a swimming pool, whether said lot line is front, rear, or side.

3.2.63 Wetlands. Those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. As generally indicated on U.S. Fish and Wildlife Service National Wetland Inventory maps as generalized wetlands, but as specifically delineated by the U.S. Army Corps of Engineers. Generalized wetlands cannot serve as a substitute for a delineation of wetland boundaries by the U.S. Army Corps of Engineers, as required by Section 404 of the Clean Water Act, as amended.

3.2.64 Yard. An open space on the same lot with a building lying between the building and nearest lot or street line.

3.2.65 Yard, front. That area of open space to the front of the platted lot, the area immediately adjacent to the street side of the lot. If streets bound on two sides of the lot, the narrower portion fronting on a street shall be declared the front. See Lot lines, front.

3.2.66 Yard, rear. That area of open space that is opposite the area delineated as the front. That area of greatest distance from the street. See Lot lines, rear.

3.2.67 Yard, side. That area of open space that is immediately adjacent to the side lot lines. See Lot lines, side.

3.2.68 Zoning ordinance. An officially adopted ordinance that regulates the manner, type, size, and/or use to which a piece of property may be placed. [See app. C to this volume]

(Ord. of 4-18-06)

ARTICLE IV. PROCEDURE FOR PLAT APPROVAL

4.1 General procedure.

4.1.1. Classification of subdivisions. Before any land is subdivided the owner of the property proposed to be subdivided, or the authorized agent, shall apply for and secure approval of the proposed subdivision in accordance with the following procedures. The procedure for review and approval of a subdivision plat consists of the following sequential steps:

(a) *Major subdivision.*

1. Sketch plan
2. Preliminary plat
3. Construction plans
4. Final plat

(b) *Minor subdivision.*

Final plat

Review and approval of preliminary plat for a major subdivision shall be completed prior to making any street improvement, installing any utilities or selling any lots. Final plat approval for a major or minor subdivision shall be completed prior to the sale of any lots in the proposed subdivision and subsequent to required improvements.

Time frames for action by the planning board or county commission on a sketch plan, preliminary plat or final plat are based on the complete application of the required information for each stage. The professional staff of the planning and engineering department shall determine the completeness of an application as specified in these regulations and by the appropriate submittal forms as adopted by the county commission. Failure for the planning board or county commission to act on an incomplete application shall not constitute a violation of this or any other ordinance of the county.

(Ord. of 4-18-06; Ord. of 5-5-09)

4.2 Review procedure.

The following procedure shall be followed in the submission, review, and action upon all subdivision plats:

4.2.1 Sketch plan review procedures for major subdivisions.

- (a) *Pre-application meeting.* Before preparing the sketch plan for a subdivision, the applicant shall schedule a meeting with the planning staff to discuss the procedure for approval and the requirements as to general layout of streets, required improvements, and similar matters. A subdivider must submit a sketch plan of the entire contiguous tract prior to the filing of a preliminary plan for all or a portion of the tract to be developed.

Included with the sketch plan should be a sketch map that shows the subdivision in relation to the surrounding area. The purpose of the sketch plan is to assist the subdivider prior to extensive site planning necessary for the preparation of the preliminary plan, and to enable him or her to become familiar with the regulations affecting the land to be subdivided.

- (b) *Application procedure and requirements.* Prior to subdividing land and after meeting with the planning staff, application for approval of a sketch plan shall be submitted to the professional staff of the planning and engineering department for review. The application shall:
1. Be made on forms available at the planning and engineering office;
 2. Include all contiguous holdings of the owner with an indication of the portion proposed to be subdivided;
 3. Be accompanied by one copy of the sketch plan no larger than 11 inches × 17 inches and a digital submittal of the sketch plan exhibit in pdf form as described in these regulations and complying in all respects with these regulations; and,
 4. The application shall include an email address, mailing address, and telephone number of a local agent who shall be authorized to receive all notices required by these regulations.
- (c) *Classification and approval procedure.* The planning staff shall determine whether the sketch plan constitutes a minor or major subdivision and notify the applicant of the classification within 5 business days from the date that the sketch plan is submitted to the planning staff. If a parcel has a residential dwelling currently on the property at the time of the submittal, then the planning staff may, in his or her discretion, exempt the developed lot from counting as a lot in the subdivision for the purpose of classification as a major or minor subdivision.

The sketch plan for a major subdivision shall then be placed on the next available regular meeting agenda of the planning board for formal approval, disapproval or conditional approval of the sketch

plan. The planning board shall review the sketch plan and shall approve, deny, or approve subject to modifications at the meeting at which it is presented. Pertinent comments and recommendations shall be recorded in the minutes of the planning board meeting.

1. *Major subdivision sketch plan.*

- a. Approval shall be granted only if the sketch plan complies with all applicable laws governing the subdivision of land in Effingham County. Subsequent to approval or conditional approval by the planning commission, the planning staff shall issue a notice to proceed to the applicant. The notice to proceed shall include, as appropriate, recommended changes in the sketch plan to be incorporated into the preliminary plat to assist the applicant in obtaining preliminary plan approval.
 - i. Upon submittal, the sketch plan may be forwarded to the county engineer or designee, adjoining counties or municipalities, school board, or any other agency as deemed necessary. Such reviewers shall have ten business days to submit comments to the planning board.
- b. The applicant shall have one year from the date that the sketch plan is approved by the board of commissioners to submit a preliminary plat, after which time a new sketch plan must be submitted for approval.

4.2.2 *Preliminary plat procedures for major subdivisions.*

- (a) *Application procedure.* Application for preliminary approval of a subdivision plat shall be submitted to the planning and engineering department. The application shall not be accepted until sketch plan approval has been granted. The application shall:
 1. Be made on forms available at the planning and engineering office;
 2. Include all contiguous holdings of the owner with an indication of the portion proposed to be subdivided;
 3. The preliminary plat of the subdivision and any other pertinent information shall be submitted as required by the planning and engineering department, as defined by section 5.2 of these regulations
 4. Any preliminary plat submitted to the planning and engineering department shall contain the name, email address, and mailing address of the subdivider (or designee) to whom notice comments may be sent.

Supplemental information may be requested by the professional staff. The preliminary plat shall be distributed as required by section 5.2.4 of these regulations and additionally as deemed necessary by the planning and engineering department. The person or agency to which a copy of the preliminary plat is directed shall indicate any desired changes or comments on the preliminary plat and submit said changes or comments to the planning and engineering department prior to the formal approval of the preliminary plat.

- (b) *Approval procedure.* The preliminary plat shall be reviewed from the departments as specified in section 5.2.4 of these regulations. The planning and engineering department, or designee, shall act on the preliminary plat within 90 days after formal submission, and, if recommending approval shall indicate in writing, stating the conditions of such approval, if any, or if recommending disapproval, shall express in writing its disapproval and its reasons therefore.

Failure of a subdivider to submit construction plans within six months from the approval of the preliminary plat will require resubmission of a preliminary plat to the planning and engineering

department for approval unless an extension is requested by the subdivider and approved by the planning and engineering department.

Approval of a preliminary subdivision plat shall not constitute approval of the final subdivision plat. Preliminary approval shall constitute approval of the proposed widths and alignments of streets and the dimensions and shapes of lots subject to the final approval of the public works director or other designee of the board of commissioners. Application for approval of the final (record) plat will be considered only after the requirements for final plat approval as specified herein have been fulfilled and after all other specified conditions have been met. Upon approval of the preliminary subdivision plat by the professional staff, the subdivider may proceed to comply with the other requirements of these regulations, construction of the subdivision, and the preparation of the final subdivision plat. Construction shall follow the plans as submitted and approved by the planning and engineering department. A professional engineer licensed in the State of Georgia shall provide construction supervision.

4.2.3 Construction plan review procedures.

- (a) *Application procedure.* Application for approval of construction plans shall be submitted to the planning and engineering department. The application shall not be accepted until the sketch plan approval has been granted. The application shall:
1. Be made on forms available at the planning and engineering office;
 2. Include all contiguous holdings of the owner with an indication of the portion proposed to be subdivided;
 3. The preliminary plat of the subdivision, construction drawings, hydrology reports, water/sewer calculations, land disturbing activity permit application and any other pertinent information shall be submitted as required by the planning and engineering department, as defined by section 5.2 of these regulations.
 4. Any construction plans submitted to the planning and engineering department shall contain the name, email address, and mailing address of the subdivider (or his designee) to whom notice comments may be sent.
- (b) *Approval procedure.* The construction plans shall be reviewed and approval from the departments as specified in section 5.3 of these regulations.

Failure of a subdivider to initiate any development within six months from the approval of the construction plans will require resubmission of a preliminary plat and construction plans to the planning and engineering department for approval unless an extension is requested by the subdivider and approved by the county commission.

Upon approval of construction plans by the professional staff, the subdivider may proceed to comply with the other requirements of these regulations, construction of the subdivision, and the preparation of the final subdivision plat. Construction shall follow the plans as submitted and approved by the county engineer or their designee. A professional engineer licensed in the State of Georgia shall provide construction supervision.

4.2.4 Final plat review procedures.

- (a) *Application procedure.*
- (i) Application for final approval of a major subdivision plat shall be submitted to the planning and engineering department. The application shall:

1. Be made on forms available at the planning and engineering office;
2. Include all contiguous holdings of the owner with an indication of the portion proposed to be subdivided;
3. After completion of the required improvements of all or part of the area as shown on the approved preliminary plat, the subdivider shall submit to the planning and engineering staff documents as required by the planning and engineering department, as defined by the document "Effingham County Final Plat Checklist and Submittal Form" prepared in accordance with the provisions of these regulations along with the required certificates executed by the appropriate officials;
4. Comply in all respects with the sketch plan and preliminary plat, as approved;
5. Be accompanied by all formal irrevocable offers of dedication to the public, if required, of all streets, utilities, parks, easements, and other government uses, in a form approved by the county attorney;
6. Be accompanied by a maintenance bond, letter of credit, escrow account, or certified check, which is available to the county to cover any necessary repair of streets, utilities, parks, easements, etc. The maintenance security shall be for a minimum of ten percent of the total construction cost of such improvements. The county engineer may require a higher percentage (or an additional amount) when circumstances warrant, subject to the approval of the board of commissioners.

All required improvements must be completed before the approval of the final plat. The maintenance bond, letter of credit (LOC), escrow account, or certified check will be held by the county for a period of not less than 12 months after final plat approval to assure the maintenance of the subdivision development. At the end of the 12 months, the developer shall request an inspection, and if no faults or failures have developed, the board of commissioners shall release the bond, LOC, escrow, or check. Maintenance bonds, LOCs, escrows, or checks shall remain in force until released by the board of commissioners after due inspection of said improvements and shall not automatically expire at the end of 12 months from the date of final plat approval.

Where faults or failures develop and the subdivider is willing to make repairs at his cost, the county may allow him to do so. If the subdivider is not willing, the county may draw on any maintenance security given by the subdivider to ensure the maintenance of said improvements. The subdivider shall reimburse the county for all costs incurred by the county in maintaining said improvements, plus 100 percent of such costs as an administrative expense. In the event the amount of the letter of credit or other security is not sufficient to cover the total amount due the county, the subdivider shall immediately pay the balance due to the county.

7. Be accompanied by the water and sewer agreement, if applicable, in a form satisfactory to the county attorney.
8. The subdivider shall provide a digital set of construction plans as record drawings (as-built) geographically referenced to Georgia State Plane Coordinate System in a format as specified by the board of commissioners or their designee, as further described on the final plat checklist and submittal form and attachments thereto. Each sheet of the construction record drawings shall bear the stamp and signature of the professional engineer licensed in the State of Georgia who shall certify that the project has been constructed in accordance with the approved drawings. Inspection of the subdivision development shall be performed by the staff of the planning and engineering department, or designee, and all

improvements required by this ordinance must be finished before the final plat application is deemed complete. Supplemental information may be requested.

The final plat shall be distributed as required by this ordinance and as deemed necessary by the planning and engineering staff. The person or agency to which a copy of the final plat is directed shall indicate any desired changes or comments, or its approval on the plat and shall submit it to the planning and engineering staff.

- (ii) Application for final approval of a minor subdivision plat shall be submitted to the planning and engineering department. The application shall include the information specified in section 5.4 of these regulations.

(b) *Approval procedure.*

- (i) For a major subdivision, the final plat shall be placed on the agenda of the next meeting of the county commission once the application is deemed complete and in compliance with this ordinance by the planning and engineering staff and following review and approval from the departments as specified in section 5.2.4 of these regulations. The board of commissioners shall act on the final plat within 60 days after the applicant is deemed complete and in compliance with this ordinance.

Upon the approval of the final plat by the board of commissioners, the signed copy shall be stamped with the appropriate certificate of the board of commissioners. A digital copy shall be kept on file with the planning and engineering department. The final plat shall be recorded in the office of the clerk of the Superior Court of Effingham County. Approval of the final plat shall be deemed to constitute or affect an acceptance by the county of the dedication of any street or other ground shown upon the plat that is intended to become public domain.

In the event a final plat is disapproved, the subdivider shall be notified in writing, by certified mail, of the grounds for such disapproval. In no case shall a final plat be disapproved that:

- (a) Meets the requirements of a final plat as set forth in these regulations;
 - (b) Conforms to an approved preliminary plat; and
 - (c) Has all the required improvements installed and approved.
- (ii) For a minor subdivision, the final plat may be approved by the zoning administrator once the application is deemed complete by the planning and engineering staff, and following review and approval from the departments as specified in section 5.4.1 of these regulations. Upon review of a plat that complies with all of the requirements of the minor subdivision regulations including but not limited to zoning district, lot size, access, and frontage requirements, the final plat shall be signed by the zoning administrator. A digital copy shall be kept on file with the planning and engineering department. The final plat shall be recorded in the office of the clerk of the Superior Court of Effingham County.

The zoning administrator shall act on the plat within 30 days after formal submission. If approved, the plat shall be signed in the appropriate signature block. If recommending disapproval, an explanation in writing shall be attached to the plat.

(Ord. of 4-18-06; Ord. of 5-5-09)

4.3 Reserved.

Editor's note(s)—Section 4.3, pertaining to sketch plans and preliminary plats not required, was deleted in its entirety by an ordinance adopted July 1, 1997.

(Ord. of 4-18-06)

4.5 Approval of subdivision in flood prone area.

No portion of a subdivision shall be approved which is subject to inundation by a flood of 100 years frequency or less, which fails to conform to Chapter 34, Flood Damage Prevention of the Effingham County Code of Ordinances and the following restrictions:

4.5.1 Standards for flood prone area uses. All subdivisions must be designed to minimize flood damage; all public utilities and facilities, such as sewer, gas, electrical, and water systems shall be located, elevated, and constructed to minimize or eliminate flood damage; adequate drainage must be provided to reduce exposure to flood hazards; water supply systems and/or sanitary sewage systems must be designed to minimize or eliminate infiltration of floodwaters into the systems and discharges from the systems into the floodwaters; on-site waste disposal systems must be located so as to avoid impairment of water supply systems and/or sanitary sewage systems or contamination from them during flooding. The following additional standards shall also apply to flood prone areas:

4.5.1.1 Fill.

- (1) Any fill proposed to be deposited in the floodway must be shown to have some beneficial purpose and the amount thereof not greater than is necessary to achieve that purpose, as demonstrated by a plan submitted by the owner showing the uses to which the filled land will be put and the final dimensions of the proposed fill or other materials.
- (2) Such fill or other materials shall be protected against erosion by rip-rap, vegetative cover, or bulk-heading.
- (3) No fill is allowed in marshlands.
- (4) No fill is allowed in wetlands without the necessary 404 permit(s) from the U.S. Army Corps of Engineers.

4.5.1.2 Structures (temporary or permanent).

- (1) All structures shall be designed consistent with all federal flood insurance standards.
- (2) Structures shall have low flood damage potential.
- (3) The structure or structures, if permitted, shall be constructed and placed on the building site so as to offer the minimum obstruction to the flow of floodwaters.
 - (a) Whenever possible, structures shall be constructed with the longitudinal axis parallel to the direction of flood flow; and
 - (b) So far as practicable, structures shall be placed approximately on the same flood flow lines as those adjoining structures.
- (4) Structures shall be firmly anchored to prevent flotation which may result in damage to other structures and/or restriction of bridge openings and other narrow sections of the stream or river;
- (5) Service facilities such as electrical and heating equipment shall be constructed at or above the regulatory flood protection elevation for the particular area or shall be flood-proofed.

4.5.1.3 Storage of material and equipment.

- (1) The storage or processing of materials that are, in time of flooding buoyant, flammable, explosive, or could be injurious to human, animal, or plant life is prohibited.

- (2) Storage of other material or equipment may be allowed if not subject to major damage by floods and if firmly anchored to prevent flotation or readily removable from the area within the time available after flood warning.

(Ord. of 4-18-06)

4.6 Phased developments.

4.6.1 An applicant may submit a general master plan of a phased development for review and comment from the planning board pertaining to general layout, number of lots, etc. Such application may serve as the sketch plan for the development if said submittal conforms to the requirements of a sketch plan as defined by these regulations.

4.6.2 *Phased preliminary plat.* The preliminary plat may be phased upon meeting the following conditions:

- (a) Fifty percent of the value of the recreational amenities shall be provided in the first phase and all recreational amenities shall be provided when two-thirds of the units are finished.
- (b) Master plans for the entire development for drainage, water, and sewer shall be submitted for review and approval prior to or concurrent with the approval of the preliminary plat for the first phase of the development. Drainage plans shall be based on anticipated post-development conditions and shall be designed in accordance with the Effingham County Water Resources Protection Ordinance and the Stormwater Management Local Design Manual.
- (c) The drainage structures for the entire development shall be in place prior to the signing of the final plat for the first phase. This requirement may be waived at the discretion of the county engineer or other designee if the drainage for subsequent phases is not linked or otherwise reliant on the drainage structure(s) of earlier phases.

4.6.3 *Phased final plat.* The final plat may be submitted in phases as construction is completed and all requirements are met.

(Ord. of 4-18-06)

ARTICLE V. PLAN AND PLAT REQUIREMENTS

5.1 Sketch plan.

An applicant must submit a sketch plan of the entire contiguous tract prior to the filing of a preliminary plat of the portion to be developed. If a sketch plan is not presented for the entire property, the property directly adjacent to the contiguous tract and under the same ownership not included in the sketch plan may not be subdivided for 24 months following the approval of the final plat of the original contiguous property.

The purpose of a sketch plan is to provide both the applicant and the county an opportunity to review the proposed development before significant financial resources have been invested. Therefore, the sketch plan does not require the certification of an engineer, surveyor, or other professional.

If an applicant chooses to utilize professional resources (engineer, surveyor, etc.) in preparation of the sketch plan, this shall in no way obligate the county to approve such plans based on the expenditure of time or resources premature to sketch plan approval.

5.1.1 *Scale.* The sketch plan shall be drawn at a scale of not less than 100 feet to one inch.

5.1.2 Vicinity map. The sketch plan shall include a vicinity map at a scale of approximately one inch equals one mile showing the relationship of the proposed subdivision to surrounding development.

5.1.3 Other requirements. The sketch plan shall show:

- (1) Proposed name of subdivision.
- (2) Name, email address, mailing address, and telephone number of petitioner and architect, surveyor, engineer, or designer.
- (3) Location of natural and/or manmade water bodies, if present.
- (4) Location of wetlands, if present.
- (5) If septic systems are to be used for wastewater treatment then a soil survey is required.
- (6) Extent of 100-year flood zone, if present.
- (7) Date of preparation.
- (8) Total acreage in the tract to be subdivided.
- (9) Existing and proposed uses of land throughout the subdivision.
- (10) Other existing features, including buildings, easements, utilities, etc.
- (11) Approximate topography.
- (12) Approximate location and width of all streets, lots, detention structures, and other permanent features, excluding utilities.
- (13) Zoning classification, owners name, and existing uses of adjacent property.
- (14) Any additional information as specified by the Effingham County Sketch Plan Review Checklist.

5.1.4 Subdivision of part of property. The subdivider shall submit a sketch plan of the entire tract even if present plans call for the actual development of only a portion of the property.

(Ord. of 4-18-06)

5.2 Preliminary plat for major subdivisions.

The preliminary plat shall be drawn to a scale of not less than one inch equals 100 feet, meet the minimum standards of design set forth in these regulations, and shall include the following information and any additional information as specified by the "Effingham County Preliminary Plan and Subdivision Plan Review Checklists,":

5.2.1 General conditions.

- (1) Full name of subdivision.
- (2) Name, address, and telephone number of petitioner and architect, surveyor, engineer, and designer.
- (3) All names and addresses of all property owners of the site.
- (4) All names and addresses of all deed record owners of the land adjacent to the site.
- (5) Graphic scale, north point, and date. The north point shall be identified as magnetic, true, or grid north.
- (6) Vicinity map at a scale of not less than one-inch equals 1000 feet showing the relationship of the subdivision to the surrounding area.
- (7) Acreage to be subdivided.

- (8) Proper identification of the boundaries of the tract to be subdivided with all bearings and distances indicated. The boundary survey shall be to such a degree of accuracy that the error of closure is not greater than 1:7500.

5.2.2 Existing conditions.

- (1)
- (2) Zoning district classification of land to be subdivided and adjoining land.
- (3) In case of resubdivision, a copy of the existing plat with proposed resubdivisions superimposed thereon.
- (4) Location of natural features such as streams, lakes, swamps, wetlands, and land subject to flood based on a 100-year flood frequency on the property to be subdivided. Existing features, including water bodies, wetlands, and flood zone limits, are required to be surveyed. Determination of the presence or absence of natural features shall be made by a professional qualified to delineate wetlands.
 - a. Wetlands delineation shall be conducted and signed by a professional qualified to conduct such delineation. If the applicant is in the process of jurisdictional determination from the U.S. Army Corps of Engineers at the time of the plan submittal, all wetlands shall be indicated on the plan until such time as the Corps determines such wetlands are non-jurisdictional.
 - b. If no wetlands exist on the property, such statement shall be indicated on the plan and signed by a professional qualified to make such determination.
- (5) Location of existing adjoining property lines and existing buildings on the property to be subdivided.
- (6) Location and right-of-way of streets, roads, railroads, and utility lines either on or adjacent to the property to be subdivided. Specify whether utility lines are in easements or right-of-way and show location of poles or towers.
- (7) Size and location of existing sewers, water mains, drains, culverts, or other underground facilities within the street or within the right-of-way of streets or roads adjoining the tract.
- (8) The acreage of each drainage area affecting the proposed subdivision.
- (9) All elevations shall refer to mean sea level datum (if available) where public water and/or public sewers are to be installed.
- (10) Location of city limits lines and county lines, if applicable.

5.2.3 Proposed conditions.

- (1) Layout of streets, roads, alleys, and public crosswalks, with widths, proposed road names, or designations, grades, and cross-sections.
- (2) At least one permanent survey reference point (Benchmark) established per plan or plat which is referenced to any nearby U.S. Coast and Geodetic Survey station, U.S. Geological Survey marker, Georgia Coordinated Grid System marker, paved street intersection or other reliable and permanent designation. Subdivisions require a minimum of 2 benchmarks located on opposite corners of the property being subdivided. Subdivisions with more than 15 lots shall provide one additional benchmark for every additional 100 lots or fraction thereof.
- (3) Detailed layout of all lots, including building setback lines, required buffers, scaled dimensions on lots, lot and block numbers, and utility easements with width, and use.
- (4)

- (5) Designation of all land (if any) to be reserved or dedicated for public use. In mixed use or residential development, provide designation for open space, and pedestrian and amenity areas.
- (6) Designation of proposed use of all lots
- (7) Proposed major contour changes in areas where substantial cut and/or fill is to be done.
- (11)
- (8) Total number of lots, total acreage, and total length of new streets.
- (9) Any additional information as specified by the Effingham County Preliminary Plat Review Checklist.

5.2.4 Review and approval. The preliminary plat shall be reviewed and approved by the professional staff of the planning board only after review and approval by the following:

- (a) The health department and/or the Georgia Environmental Protection Division shall review the water supply and sewage disposal facilities to be provided on all preliminary plats. In addition, the health department shall make determinations in all matters concerning the public health, as specified herein. Such determinations and recommendations shall be forwarded to the planning board in writing.
- (b) The public works official or other designee of the board of commissioners shall review the preliminary plat for conformity of its proposed streets with adopted design standards and existing and proposed public street improvements. The GIS department shall review proposed street names for compliance with public safety requirements.

(Ord. of 4-18-06)

5.4 Construction plans for major subdivisions.

The construction plans shall be drawn to a scale of not less than one-inch equals 100 feet, meet the minimum standards of design set forth in these regulations, and shall include the following information and any additional information as specified by the "Effingham County Construction Plan Checklist":

5.4.1 General conditions.

- (1) Full name of subdivision.
- (2) Name, address, and telephone number of petitioner and architect, surveyor, engineer, and designer.
- (3) All names and addresses of all property owners of the site.
- (4) All names and addresses of all deed record owners of the land adjacent to the site.
- (5) Graphic scale, north point, and date. The north point shall be identified as magnetic, true, or grid north.
- (6) Vicinity map at a scale of not less than one inch equals 1000 feet showing the relationship of the subdivision to the surrounding area.
- (7) Acreage to be subdivided.
- (8) Proper identification of the boundaries of the tract to be subdivided with all bearings and distances indicated. The boundary survey shall be to such a degree of accuracy that the error of closure is not greater than 1:7500.

5.4.2 Existing conditions.

- (1) Topography by contours at vertical intervals of one foot and a certificate from an authorized engineer stating that the drainage from the property is adequate and will not adversely affect adjacent property

owners. If all or part of the area does not display a 1.0 linear feet vertical variation, "spot elevations" shall be shown on a 50.0 by 50.0 linear feet (2,500 square feet) scaled grid, when the total surveyed area is less than 1.0 acre, or on a 100.0 by 100.0 linear feet (10,000 square feet) scaled grid when the total surveyed area is more than 1.0 acre.

- (2) Zoning district classification of land to be subdivided and adjoining land.
- (3) In case of resubdivision, a copy of the existing plat with proposed resubdivisions superimposed thereon.
- (4) Location of natural features such as streams, lakes, swamps, wetlands, and land subject to flood based on a 100-year flood frequency on the property to be subdivided. Existing features, including water bodies, wetlands, and flood zone limits, are required to be surveyed. Determination of the presence or absence of natural features shall be made by a professional qualified to delineate wetlands. Subdivisions of three lots or less may follow the procedure for minor subdivisions as determined by section 5.3(2) of these regulations.
 - a. Wetlands delineation shall be conducted and signed by a professional qualified to conduct such delineation. If the applicant is in the process of jurisdictional determination from the U.S. Army Corps of Engineers at the time of the plan submittal, all wetlands shall be indicated on the plan until such time as the Corps determines such wetlands are non-jurisdictional.
 - b. If no wetlands exist on the property, such statement shall be indicated on the plan and signed by a professional qualified to make such determination.
- (5) Location of existing adjoining property lines and existing buildings on the property to be subdivided.
- (6) Location and right-of-way of streets, roads, railroads, and utility lines either on or adjacent to the property to be subdivided. Specify whether utility lines are in easements or right-of-way and show location of poles or towers.
- (7) Size and location of existing sewers, water mains, drains, culverts, or other underground facilities within the street or within the right-of-way of streets or roads adjoining the tract. Grades and invert elevations of sewers shall be shown.
- (8) The acreage of each drainage area affecting the proposed subdivision.
- (9) All elevations shall refer to mean sea level datum (if available) where public water and/or public sewers are to be installed.
- (10) Location of city limits lines and county lines, if applicable.

5.4.3 Proposed conditions.

- (1) Layout of streets, roads, alleys, and public crosswalks, with widths, proposed road names, or designations, grades, and cross-sections. If grading occurs within the limits of the 100-year floodplain, cut and fill calculations shall be provided. If the result of the calculation is a net-fill, a No-Rise Certification shall be submitted for review.
- (2) Profile of proposed streets showing natural and finished grades.
- (3) Detailed layout of all lots, including building setback lines, scaled dimensions on lots, lot and block numbers, and utility easements with width, and use.
- (4) Construction drawings of sanitary sewers (if applicable) with grade, pipe size, location of manholes, points of discharge, soil map, and wells as specified by the public works department or other designee of the board of commissioners. The soil map shall be submitted as part of the construction drawings and shall bear the seal and signature of the soil scientist who prepared the report. All proposed lift stations shall be accompanied by an engineering report as specified by the county engineer.

- (5) Construction drawings and hydraulic calculations of proposed storm drainage system including storm sewer pipe, inlets, catch basins, etc. Storm sewer shall be sized in accordance with the Effingham County Water Resources Protection Ordinance and the Stormwater Management Local Design Manual.
- (6) Plans of all drainage provisions, retaining walls, cribbage, planting, anti-erosion devices, or other protective devices to be constructed together with a map showing the drainage area of land tributary to the site and estimated runoff of the area served by any drains.
- (7) Construction drawings of water supply system with pipe sizes and location of hydrants and valves and water main profiles.
- (8) All projects shall provide an engineering report including Needed Fire Flow, Expected Domestic Demand, and the Results of a Fire Hydrant Flow Test. If proposing a new Water Main, Engineering Report shall include a model of the proposed system, demonstrating that Fire Flow and Domestic Demand can be achieved simultaneously at the most remote location in the system.
- (9) Designation of all land (if any) to be reserved or dedicated for public use.
- (10) Designation of proposed use of all lots to be used for other than single-family residential (if any).
- (11) Proposed major contour changes in areas where substantial cut and/or fill is to be done.
- (12) A timing schedule indicating the anticipated starting and completion dates of the development and the time of exposure of each area prior to the completion of effective erosion and sediment control measures.
- (13) Total number of lots, total acreage, and total length of new streets.
- (14) Any additional information as specified by the Effingham County Construction Plan Review Checklist.

5.4.4 Review and approval. The preliminary plan shall be reviewed and approved by the professional staff of the planning board only after review and approval by the following:

- (a) The health department and/or the Georgia Environmental Protection Division shall review the water supply and sewage disposal facilities to be provided on all preliminary plans. In addition, the health department shall make determinations in all matters concerning the public health, as specified herein. Such determinations and recommendations shall be forwarded to the planning board in writing.
- (b) The public works official or other designee of the board of commissioners shall review the preliminary plan for conformity of its proposed streets with adopted design standards and existing and proposed public street improvements.
- (c) The public works official, county engineer or other designee of the board of commissioners shall review all construction plans for conformance with county standards, regulations, policies, and good engineering practices. Review shall include: paving, soils, water systems, wastewater systems, drainage systems, stormwater management systems, sidewalks, street lighting, buffers, landscaping, subdivision entrances and curb cuts, neighborhood grading and drainage plans, design considerations, hydraulic design, and all other reports and certifications as required for a complete submission.
- (d) The coastal soil and water conservation district shall review the preliminary plan and make comments and determinations regarding slopes and soil erosion, drainage and water runoff, floodplain areas, and other related areas. The conservationist shall forward in writing to the planning board comments and/or recommendations and approval or disapproval.
- (e) If the project requires a wetlands permit or jurisdictional determination from the U.S. Army Corps of Engineers, the subdivider shall provide documentation of such permit or determination. If the permit application is still pending from the Corps of Engineers, a copy of the permit application shall accompany the preliminary plan application.

5.5 Required information for minor subdivision.

Required information for minor subdivisions shall be submitted at a scale of not less than one inch equals 100 feet, meet the minimum standards of design set forth in these regulations, and shall include the following information and any additional information as specified by the "Effingham County Minor Subdivision Plan Review Checklist",

- (1) Topography by contours at vertical intervals of one foot and a certificate from an authorized engineer stating that the drainage from the property is adequate and will not adversely affect adjacent property owners.
- (2) Location of natural features such as streams, lakes, swamps, wetlands, and land subject to flood based on a 100-year flood frequency on the property to be subdivided. Determination of the presence or absence of natural features shall be made by a qualified professional. Delineation of wetlands is not required for a minor subdivision if the National Wetlands Inventory (NWI) map does not indicate generalized wetlands are present in the developable area of the property. The county health department shall determine the presence or absence of generalized wetlands in the developable area of the property.
 - a. Wetlands delineation shall be conducted and signed by a professional qualified to conduct such delineation. If the applicant is in the process of jurisdictional determination from the U.S. Army Corps of Engineers at the time of the plan submittal, all wetlands shall be indicated on the plan until such time as the Corps determines such wetlands are non-jurisdictional.
 - b. If no wetlands exist on the property, such statement shall be indicated on the plan and signed by a professional qualified to make such determination.

Expedited subdivisions may be submitted as a final plat in conformance with Section 5.6.

5.5.1 Review and approval. The required information shall be reviewed and approved by the planning staff only after review and approval by the following:

- (a) The county engineer or other designee of the board of commissioners shall review all plans for conformance with county standards, regulations, policies, and good engineering practices. Review shall include: drainage systems, stormwater management systems, curb cuts, neighborhood grading and drainage plans, design considerations, hydraulic design, and all other reports and certifications as required for a complete submission.
- (b) The Ogeechee River soil and water conservation district shall review land disturbing activity permit application and make comments and determinations regarding slopes and soil erosion, drainage and water runoff, floodplain areas, and other related areas. The conservationist shall forward in writing to the planning director comments and/or recommendations and approval or disapproval.
- (c) If the project requires a wetlands permit or jurisdictional determination from the U.S. Army Corps of Engineers, the subdivider shall provide documentation of such permit or determination. If the permit application is still pending from the Corps of Engineers, a copy of the permit application shall accompany the preliminary plan application.

5.6 Final plat.

If the final plat is drawn in two or more sections, each section shall be accompanied by a key map showing the location of the several sections. The final plat shall be in compliance with the Georgia Plat Act and contain the following specific information and any additional information as specified by the "Effingham County Final Plat Review Checklist":

- (1) Name of owner of record.
- (2) Name of subdivision, date, north arrow, and graphic scale.
- (3) Name, registration number, and seal of registered surveyor or civil engineer.
- (4) Name of county or counties in which subdivision is located and location map.
- (5) Sufficient data to determine readily and reproduce accurately on the ground the location, bearing, and length of every street and alley line, lot line, easement, boundary line, and building line whether curved or straight. This shall include the radius, point of tangency, and other data for curved property lines and curved streets, to an appropriate accuracy and in conformance with good surveying practice.
- (6) Names of owners of record of all adjoining land and all property boundaries, water courses, streets, easements, utilities, and other such improvements, which cross or form any boundary line of the tract being subdivided.
- (7) Exact boundaries and original property lines within the tract of land being subdivided shown with bearings and distances.
- (8) The magnetic declination from magnetic north to true north for the date of the survey.
- (9) Street and alley names.
- (10) Location, widths, and purposes of rights-of-way or easements.
- (11) Accurate description of the location of all monuments and markers.
- (12) The following signed certificate from the design professional engineer:

"I hereby certify that the streets, drainage system, sewer system, and water system in the Subdivision known as _____ shown on the Plat dated _____ prepared by _____ have (has) been installed in accordance with the preliminary plan (Construction Drawings) approved (Date)."

- (13) The following signed certificates shall appear on the final plat which is submitted to the county commission by the subdivider.
 - (a) *Certificate of approval for recording.* (To be placed on an original of the approved final plat and returned to the subdivider for recording.)

The subdivision plat known as _____ has been found to comply with the Effingham County Subdivision Regulations and was approved by the Effingham County Board of Commissioners for recording in the office of the Clerk of Superior Court of Effingham County, Georgia (date), _____ Chairman of Effingham County Board of Commissioners, witness _____ Clerk of Effingham County Board of Commissioners.

- (b) *Certificate of accuracy.*

I hereby certify that this Plat is a true, correct, and accurate survey as required by Effingham County Subdivision Regulations; and was prepared from an actual survey of the property made under my supervision, and that monuments shown have been located and placed to the specifications set forth in said regulations.

- (c) *Certificate of ownership and dedication—Individuals.*

It is hereby certify that I am (we are) the owner(s) of the property shown and described hereon and that I (we) hereby dedicate all streets, alleys, walks, parks, and other sites to public or private use as noted.

- (d) *Certificate of ownership and dedication—Corporation.*

It is hereby certify that a corporation duly organized and existing under the laws of the State of Georgia by, (principles authorized to sign the certificate) is the owner of the property shown and described thereon, and that all streets, alleys, walks, parks, and other sites shown hereon, are dedicated to public or private use as noted.

5.6.1 Final plat approval. The final plat shall be approved by the board of commissioners after review and approval by the following:

- (a) County board of environmental health, if required;
- (b) County public works director;
- (c) County planning official.

5.6.2 Permanent reference points. Prior to the approval of the final plat, all of the subdivision's permanent reference points shall [have] been placed in accordance with the following requirements:

5.6.2.1 Subdivision corner tie.

- (1) At least one corner of the subdivision shall be designated by course and distance (tie) from a readily discernible reference marker. If a corner is within 2,000 feet of a U.S. Coast and Geodetic Station, U.S. Geological Survey, or Georgia Grid System coordinated monument, then this corner shall be marked with a monument so designated by computed X and Y coordinates which shall appear on the map with a statement identifying this station or monument to an accuracy of 1:10,000. When such a monument or station is not available, the tie shall designate a reference marker and the X and Y coordinates shall be obtained using sub-meter Global Positioning System (GPS) technology. All subdivision surveys shall be tied to the target coordinate system.
- (2) The target coordinate system is Georgia State Plane, East Zone, North American Datum (NAD) 1983. All survey tie monuments shall reference this coordinate system.

5.6.2.2 Monuments.

- (1) Monuments shall be located in the ground at all angles in the boundaries of the subdivision; at the intersection of the lines of streets with boundaries of the plat and at the intersection of alleys with the boundaries of the subdivision; at all points of curvature, points of tangency, points of reverse curvature, and angle points in the side lines of streets and alleys; and at all angles of an intermediate transverse line.
- (2) It is not intended or required that monuments be placed within the traveled portion of a street to marker angles in the boundary of the subdivision if the angle points can be readily re-established by reference to monuments along the sidelines of the streets.
- (3) All required monuments shall be placed flush with the ground where practicable.
- (4) If the required location of monument is in an inaccessible place, or where the location of a monument would be clearly impracticable, it is sufficient to place a reference monument nearby, provided that the precise location thereof be clearly indicated on the plat and referenced to the true point.
- (5) All monuments used shall be made of solid iron or steel bars at least one-half inch in diameter and 36 inches long and completely encased in concrete at least four inches in diameter.
- (6) If a point required to be monumented is on bedrock outcropping, a steel rod, at least one-half inch in diameter, shall be drilled and grouted into solid rock to a depth of at least eight inches.

5.6.2.3 Property markers. A steel or wrought iron pipe or the equivalent not less than one-half inches in diameter and at least 30 inches in length shall be set at all corners, except those located by monuments.

5.6.2.4 Accuracy. Land surveys, shall be at an accuracy of at least 1:7500.

(Ord. of 4-18-06)

ARTICLE VI. REQUIRED IMPROVEMENTS

6.1 Number of lots vs. improvement standards.

Subdivision Type	Number of Lots	Required Improvements
Minor subdivision	3 or less	Street signs
Major subdivisions	4 or more	Paved streets Street signs Street lights (Requirement may be waived by the county commission) Community water supply and system (if required by EPD or Health Department) Fire protection (if community water system required) Appropriate sewerage system Sidewalks (Requirement may be waived by the county commission) Storm drainage system

(Ord. of 4-18-06)

6.2 Required improvements.

A well-designed subdivision means little to a prospective lot buyer until necessary improvements are provided. Likewise, a well-designed subdivision is not an asset to the community until the necessary improvements have been installed. In order that prospective lot purchasers may get useable products and new subdivisions may be an asset rather than a liability to the community, the subdivider shall install the improvements required by these regulations necessary to serve the subdivision prior to the approval of the final plat.

6.2.1 Natural gas. When gas lines are located in a street right-of-way, where possible, such lines shall be located outside the portion of the street to be surfaced to prevent having to cut into the paved surface to serve abutting properties.

6.2.2 Water supply. If a water system is installed in a subdivision, water mains, valves, and fire hydrants shall be installed according to plans approved by and in accordance with the rules and administrative regulations of the county. When the water main is located in the street surface to serve the abutting lots, a connection shall be stubbed out to the property line to serve each lot before the street is surfaced. Major subdivisions and phased development shall provide a water supply master plan for the entire development.

6.2.3 Sanitary sewerage. If sanitary sewer is installed in a subdivision, sanitary sewers shall be installed to the plans and specifications approved by and in accordance with the rules and administrative regulations of the public works department or other designee of the board of commissioners. When the sewer line is located in a street right-of-way and it will be necessary to cut into the street surface to serve the abutting lots, a connection shall be

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stubbed out to the property line to serve each lot prior to surfacing the street. Major subdivisions and phased developments shall provide a sewer master plan for the entire development.

6.2.4 Sewage disposal systems. Prior to the construction of any community sewerage disposal system such as private septic tanks, an oxidation pond, or other facility, the location, size, plans, and specifications of such a facility shall be approved by and be in accordance with the rules and administrative regulations of the State of Georgia, and the county engineer or other designee of the board of commissioners. Major subdivisions and phased developments shall provide a sewer master plan for the entire development.

6.2.5 Curbs and gutters. If concrete curbs are required, they shall be installed in accordance with plans and specifications approved by the county engineer or other designee of the board of commissioners.

6.2.6 Street grading and surfacing. Street grading, base preparation, and surfacing shall be carried out by the subdivider according to plans and specifications approved by the county engineer or other designee of the board of commissioners and meeting the specifications and requirements of the Effingham County. The subdivider shall provide a written guarantee to the county public works guaranteeing the construction of all new roads within a subdivision for one year following the construction of said roads.

6.2.7 Storm drainage. An adequate drainage system that is compliant with the Effingham County Water Resources Protection Ordinance and the Stormwater Management Local Design Manual, to include necessary open ditches, pipes, culverts, storm sewers, intersectional drains, drop inlets, bridges, and other necessary appurtenances shall be installed by the subdivider according to plans and specifications approved by the county engineer or other designee of the board of commissioners.

- (a) A storm drainage plan shall be prepared for the entire site proposed for subdivision based on anticipated post-development conditions.
- (b) Retention/detention facilities shall be provided to maintain a post-development runoff rate equal to or less than the pre-development runoff rate with adequate emergency overflow structure to discharge the 100-year storm event without overtopping.
- (c) Drainage structures, including ponds and ditches, shall be placed within an easement or right-of-way. The easement shall be of adequate width to allow for the access of maintenance equipment, with a minimum width of 12 feet on one side of the structure.
- (d) Percolation through swales or other pervious surfaces is preferred to direct discharge of stormwater. Swales cannot intersect driveways.
- (e) Maintaining the existing tree canopy and other existing vegetation is encouraged and may be included in calculations of runoff rates and retention/detention facilities.

6.2.8 Street names and traffic control signs. The location and design of street name signs and traffic control signs shall be approved by the public works department or other designee of the board of commissioners in accordance with rules and regulations adopted by the board of commissioners and the Georgia Department of Transportation. The developer shall pay for the cost of such signs.

All street name and traffic control signs must meet minimum retroreflectivity requirements as stated in the current Manual on Uniform Traffic Control Devices (MUTCD) Sec. 2A.09 in addition to all other MUTCD standards for sign size and location.

The developer may either purchase signs from the county or must prove that signs purchased elsewhere meet the above standards.

6.2.9 Street lights and poles. Installation of streetlights and poles shall be carried out by the subdivider and be approved by the appropriate electric power company. This requirement may be waived by the county commission for residential subdivisions of lots five acres or more.

6.2.10 Topsoil. Topsoil shall not be removed from residential lots or used as spoil, but shall be redistributed so as to provide at least six inches of cover on the lots and at least four inches of cover between sidewalks and curbs, and shall be stabilized by seeding or planting. The excavation and treatment of overburden during construction shall be inspected by the soil and water conservationist.

6.2.11 Major subdivision access. In a major subdivision, access to lots not fronting on existing county roads must be provided by the developer with a minimum 60-foot right-of-way. Additional right-of-way above the 60-foot minimum may be recommended by the planning board and required by the county commission if: [(1)] streets within a subdivision will eventually provide access to adjoining property; or (2) the county engineer determines that, due to cut and fill requirements or location of utilities, additional right-of-way is needed above the minimum. Preparation and maintenance of the access road will be the responsibility of the developer until accepted by Effingham County for maintenance.

6.2.12 Minor subdivision access or subdivision of three lots or less. Lots in a minor subdivision or subdivision of three lots or less shall be served by a public street. The county commission may allow a private access road with the following conditions:

1. A private unpaved access road with a minimum easement of 60 feet in width may serve no more than three lots, including the remaining tract, in a single-family residential zoning district.
2. The subject property is zoned AR-1 or AR-2 and was not rezoned subsequent to the adoption of this revision.
3. The land to be divided existed as a lot of record on the effective date of these regulations and has not been subdivided since the effective date of these regulations.
4. It is unlikely, because of existing development, natural features, or other conditions, that the private access road will be extended or otherwise connect with an existing or future street or serve other adjacent properties.
5. One of the lots within the subdivision abuts on a public street. This lot shall be included as one of the three lots. This requirement may be waived if the parcel to be subdivided is currently served by a private access road at the time of the adoption of these regulations.
6. The private access road shall intersect with an existing public street. The developer shall install and maintain signs along private access road rights-of-way which read: "Private Road - Not County Maintained." Such sign shall be installed at intersections of the public street and private access road.
7. Lots served by a private access road may not be re-subdivided unless the private road is upgraded to county street standards.
8. The plat of each lot served by a private easement shall state the following: "This lot is served by a private access road, not to be maintained by Effingham County nor accepted as a public road unless such road, at the property owner's expense, is brought in compliance with county standards as specified by Effingham County, including, but not limited to, paving. This lot may not be re-subdivided until said road, at the subdivider's expense, is brought into compliance with county road standards to be accepted as a public road by the Effingham County Board of Commissioners. If the road remains private, all maintenance of the right-of-way or easement, including drainage and road surface, shall be the responsibility of the abutting property owners. The road surface shall be no less than 20 feet wide. Further, I/we understand that it shall be my/our responsibility to properly grant the easement shown on this plat by deed or separate easement agreement to any transferee of the property. The easement may serve no more than three (3) lots. The original remaining parcel shall be included as one of the three lots. If location of easement on plat changes, I/we shall revise the plat and resubmit to Effingham County for approval. I/we understand that this subdivision and any easements are subject to all state and local

ordinances and rules and regulations adopted by Effingham County. " This statement shall also be recorded in a covenant to be recorded in the deed of each lot.

6.2.13 Access to state and federal highways. If a frontage or access road can be provided for lots, then a road shall be required, rather than permitting the stripping of lots along the road frontage with individual and direct access to the roadway. The subdivider shall obtain the necessary permit(s) from the Georgia Department of Transportation prior to submitting the preliminary plat for review.

6.2.14 Speed limits. Unless otherwise provided herein or by ordinance, the speed limit in all subdivisions shall be 25 miles per hour. The location of speed limit signs shall be approved by the public works director. The subdivider shall reimburse Effingham County for the cost of erecting speed limit signs throughout the subdivision as deemed necessary for public safety.

6.2.15 Utilities. All utilities shall be underground. This requirement may be waived by the county commission for subdivisions in an AR-1 zoning district.

(Ord. of 4-18-06; Ord. of 1-3-11, § 1)

6.3 Final plat revisions.

If it should become necessary to revise a final plat due to a dimensional error, a revised plat shall be submitted to the clerk of the superior court for final recording after the county commission chair or designee has approved and signed the revised plat.

(Ord. of 4-18-06)

6.5 Dedications.

The county commission shall not improve, grade, pave, or light any street or authorize the laying of water mains, sewer connections, or other public facilities or utilities in any street within the territorial jurisdiction of the county unless such street has been accepted or opened as, or shall otherwise have received the legal status of, a public street.

6.5.1 Acceptance of existing roads and streets. Any street existing at the date of these regulations that is a private road or street may be presented by the owners to the county commission for acceptance as a public street, provided the street meets the following conditions:

1. Constructed to county standards and in good condition according to such standards. Dirt roads shall be paved at the owner's expense;
2. Drainage complies with the Effingham County Water Resource Protection Ordinance and the Stormwater Management Local Design Manual;
3. The street and drainage have been inspected and approved by the county engineer or other designee of the county commission; and,
4. Existing right-of-way is adequate for maintenance by the county.

The county commission or their designee reserves the right to request information as needed to be provided by the applicant to determine the condition of the road and drainage, including, but not limited to borings and elevations. The county commission may require improvements as needed prior to the acceptance of any roads or streets.

6.5.2 Acceptance of new roads and streets.

1. Any street constructed after the date of this ordinance must be constructed to county standards unless otherwise approved in accordance with Section 6.2.12. Public streets shall be accepted upon approval of the final plat by the county commission. A performance bond or letter of credit shall be required for a minimum of one year to ensure the condition of the street in the amount of 150 percent of the cost of the street. The county engineer may require an extension of the performance bond to 24 months based on the condition of the street. Subdivision entry signs (such as monument signs) shall not be accepted by the county for maintenance.
2. Any road which is initially constructed as a private access road may be presented to the county commission for dedication if such road meets all county standards. Such road must meet all requirements as detailed in section 6.5.1 of this article. The road must be paved at the applicant's expense prior to acceptance by the county commission. The owner(s) of the road may petition the county manager or designee to upgrade the road to county standards, provided the improvements are made at the expense of the owner(s) of the private access road.
3. A special service district for the upgrading and/or maintenance of private access roads may be established upon approval of 75 percent of the property owners who own 75 percent of the assessed value of property accessed by the private access road.

(Ord. of 4-18-06)

6.6 Maintenance Agreements

Maintenance agreements shall be required for any improvements made which are not dedicated to Effingham County, which may include but is not limited to, stormwater facilities, entry signs, neighborhood recreation facilities, etc. Such maintenance agreements shall detail the party(ies) responsible for maintaining and operating shared facilities. Maintenance for private access roads shall be the responsibility of the adjacent property owners as specified in 6.2.12.

6.7 Resubdivision.

Any lot in a residential zoning district that is ten acres or less and that was previously approved by the board of commissioners as part of a major subdivision of four or more lots and recorded in the office of the superior court clerk cannot be resubdivided except with the approval of the board of commissioners, after giving consideration to the following factors:

Whether the size of the proposed lots is compatible with the size of the lots created by the previously approved subdivision,

Whether the intended use of the property as previously subdivided has been frustrated by changing economic conditions, by the exercise of eminent domain, or other circumstances,

Whether the proposed resubdivision will adversely affect the values of other property within the previously platted subdivision in which the property is located, and

Whether the proposed resubdivision is compatible with the purposes of the Effingham County subdivision regulations.

Parcels that are zoned as commercial and industrial would be exempt from these regulations.

(Ord. of 4-18-06; Ord. of 5-15-07)

PART II - OFFICIAL CODE
APPENDIX B - SUBDIVISION REGULATIONS
ARTICLE VII. DESIGN STANDARDS

ARTICLE VII. DESIGN STANDARDS

The following design standards shall be considered minimum requirements in the platting of all subdivisions:
(Ord. of 4-18-06)

7.1 Streets and roads.

7.1.1 Conformity to existing maps or plans. The location and width of all proposed streets shall be in conformity with official plans and maps and with existing amended plans of the planning board.

7.1.2 Continuation of adjoining street system. The proposed street layout shall be coordinated with the street system of the surrounding area. Where possible, existing major streets shall be extended.

7.1.3 Access to adjacent properties. Proposed streets shall be extended by dedication to the boundary of such property and a temporary turnaround shall be provided, unless prevented by topography, other physical conditions, or unless in the opinion of the county engineer or designee of the county commission such extension is not necessary or desirable for the coordination of the layout of the subdivision with the existing layout or the most advantageous for future development of adjacent tracts. Where future extension of streets is desirable, streets shall be extended to the boundary of the subdivision and the resulting dead-end streets may be approved without a turnaround upon approval by the county engineer or designee of the county commission. Street plugs may be required to preserve the objectives of street extensions.

7.1.4 Street names. Proposed streets which are obviously in alignment with other existing and named streets shall bear the assigned name of the existing streets. In no case shall the name of the proposed streets duplicate or be phonetically similar to existing street names, irrespective of the use of suffix, street, avenue, boulevard, drive, place, court, etc. It shall be unlawful for any person in laying out any new street or road to name such street or road on any plat, by marking, or in any deed or instrument, without first getting approval of the GIC department or designee of the county commission.

7.1.5 Local streets. Minor streets shall be so laid out that their use by through traffic will be discouraged.

7.1.6 Trees. Tree preservation and/or planting of new trees shall be in conformity with the Effingham County Tree Ordinance.

7.1.7 Railroads and highways (freeways, expressways). Railroad rights-of-way and limited access highways where so located as to affect the subdivision of adjoining lands shall be treated as follows:

- (a) In residential districts, a buffer strip not less than 25 feet in depth in accordance with Section 3.4 of the zoning ordinance in addition to the normal depth of the lot required in the district shall be provided adjacent to the limited access highway. This strip shall be part of the platted lots and shall be so designated on the plat: "This strip is reserved for the planting of trees and shrubs by the owner. The placement of structures hereon is prohibited."

In residential districts, a buffer strip not less than 15 feet in depth or a combination of a five-foot buffer and a privacy fence (minimum 6' in height) shall be erected adjacent to the railroad right-of-way.

- (b) In districts zoned for business, commercial, or industrial uses, the nearest street extending parallel or approximately parallel to the railroad shall, wherever practicable, be at a sufficient distance there from to ensure suitable depth for commercial or industrial sites.

- I All other streets which are parallel to the railroad, when intersecting a street which crosses the railroad at grade, shall, to the extent practicable, be at a distance of at least 150 feet from the railroad right-of-way. Such distance shall be determined with due consideration of the minimum distance required for future separation of grades by means of appropriate approach gradients. The county engineer or designee may impose additional design standards as necessary for safety.

7.1.8 Reserved strips and street plugs. Reserved strips parallel to a new street shall be prohibited. Street plugs at the terminus of a street or adjacent to a street shall be created to control access onto any street which terminates upon any undeveloped land through which the street might logically extend. In such cases, the street shall be provided to within one foot of the boundary line of the tract with the remaining one foot being dedicated to the county as a part of said street. This dedication will be automatic and without further action by the county. The connection to existing streets via street plugs shall be the responsibility of the developer of the adjoining property.

7.1.9 Street jogs. Street jogs with centerline offsets of less than 200 feet shall be prohibited.

7.1.10 Right angle intersection. Street intersections shall be as nearly at right angles as practicable.

7.1.11 Cul-de-sac. A minor street not to extend more than 800 feet in length and provided with a turnaround. Design standards shall be as follows:

- (a) *Paved cul-de-sac.*
 - [i. Reserved.]
 - ii. Roadway diameter of at least 80 feet
 - iii. Right-of-way diameter of at least 100 feet. Temporary dead-end streets shall be provided with a turnaround having a radius of at least 30 feet.
- (b) *Vegetated islands in a cul-de-sac permitted.*
 - i. Internal turning radius of at least 20 feet.
 - ii. Paved lane of 18 feet.
 - iii. Vegetation may be landscaped or natural and shall remain the responsibility of the subdivider or neighborhood association for maintenance.
 - iv. The vegetated central space may be used as part of a swale system to accept stormwater runoff.

When potential future connections to adjacent properties exist, cul-de-sacs may be utilized as a temporary turnaround. When used for this purpose, it is preferred that the center of the cul-de-sac is a vegetated island. At the time of extension, the cul-de-sac will then become a traffic calming measure for the street.

7.1.12 Alleys. Service alleys or drives may be required in multiple dwelling, commercial, and industrial developments and shall have a minimum surface treatment width of 15 feet. Alleys may be utilized in residential developments. Required right-of-way, surface condition, and cart way width shall be determined during the sketch plan stage.

7.1.13 Street right-of-way widths, roadway widths, and pavement thickness. Minimum street right-of-way widths shall be as follows:

Curb and gutter:

(a)	Local Street	Pavement Width	Right-of-Way
	2 lane, no parking, with alley access	22'	60'

	2 lane, one side parking designated	28'	60'
	2 lane with parking	36'	60'
(b)	Collector Street		
	2 lane	24'	80'
	2 lane with left turn lane	40'	80'
	4 lane	48' - 54'	80'
(c)	Arterial Street		
	4 lane	56'	80'
	4 lane with left turn lane	68'	90'

Open drainage:

(a)	Local	Pavement	Shoulder	Ditch	Right-of-Way
	2 lane, no parking, alley access	22'	4'	12'-16'	60'
	2 lane, one side parking designated	28'	4'	12'-16'	60'
	2 lane with parking	36'	4'	12'-16'	
(b)	Collector				
	2 lane	24'	10'	12' - 18'	80'
	2 lane with left turn lane	40'	10'	12' - 18'	80'
	2 lane with left turn and service lanes	56'	10'	12' - 18'	80'
	4 lane	48'	10'	18'	104'
	4 lane with left turn lane	62'	10'	18'	118'
(c)	Arterial Street				
	4 lane	56'	10'	18'	110'
	4 lane with service lanes	74'	10'	18'	130'
	4 lane with left turn lane	68'	10'	18'	124'
	4 lane with left turn lane and service lanes	86'	10'	18'	142'

Notes:

- (1) Pavement widths shown do not provide for on-street parking unless indicated. Service lanes are intended only for loading and unloading of passengers and goods and for disabled vehicles and not for the storage of vehicles.
- (2) Right-of-way (henceforth referred to as R/W) width listed is for only that portion of the typical section between the limits indicated. Sloping rights of additional R/W will be required for cut and fill slopes outside these limits; these future slope areas beyond indicated R/W limits should also be kept clear of development until slopes have been constructed.
- (3) Private access roads, serving no more than three lots, may have a driving surface of 20 feet with a private easement of 60 feet. Shoulder and ditch requirements will be determined on a case-by-case

basis. Private access roads may be unpaved but shall be designed based on county standards and sound engineering practices. Property owners are responsible for ensuring that the surface of the road is maintained at all times in an adequate condition for emergency vehicles.

- (4) Pavement thickness design and construction shall be defined as outlined in Standard Construction details P-1A and P-1B for residential subdivisions

7.1.14 Roadway geometry. Roadway geometry shall be designed in accordance with industry standards as specified in AASHTO Policy on Geometric Design of Highways & Streets, AASHTO Geometric Design of Low Volume Local Roads, GDOT Design Policy Manual, and Applicable NCHRP Reports.

7.1.16 Street grades. Grades on major thoroughfares shall be established by the state department of transportation or county engineers. Grades on collector streets shall not exceed eight percent unless topographic conditions make this impractical. Grades on minor residential streets shall not exceed 15 percent, unless topographic conditions make this impractical. All streets shall have a minimum grade of not less than one-half of one percent.

Streets with curb and gutter shall have a minimum of 0.05% Slope and a minimum K-Value of 167 for sag vertical curves, which is needed to achieve adequate drainage.

Streets without curb and gutter have no minimum required Longitudinal Slope.

7.1.17 Street improvements necessary. No major subdivision served by an existing dirt road shall be permitted, unless the developer upgrades the road to county standards at his or her cost or through a cost-share arrangement with the county. Minor subdivisions may be permitted as served by an existing dirt road with approval from the county commission, as specified in section 6.2.12.

7.1.18 Private access roads and private streets.

- (1) A notation shall be placed on all plats for any subdivision in which a private street or a private access road is utilized for access stating that all maintenance of the right-of-way or easement, including drainage and road surface, shall be the responsibility of the abutting property owners only.
- (2) The developer of any subdivision in which a private street or private access road is established shall provide the county commission with a maintenance agreement, consisting of covenants running with title to all lots served by such private street or private access road, indicating that the owners of such lots agree to assume the financial and legal responsibility for maintenance and operation of any such private street or private access road established.
- (3) The developer shall notify the initial purchasers of lots served by a private street or private access road, in writing, that the responsibility of maintenance and operation of the private street or road and private drainage features such as canals, ditches and swales, shall remain with such lot owners. Failure to notify each such lot purchasers shall constitute violation of this chapter.
- (4) A private street or private access road may be dedicated to and accepted by the county for public street purposes, provided such private street or private access road meets the minimum design and construction standards for the county.
- (5) All governmental entities shall have right of entry to and right of passage on any private street for the purposes of providing necessary public services to the residents or owners or areas serve by such private streets or private access roads.
- (6) *Development standards for private streets.*
 - i. All private streets shall conform to the design and construction standards for county streets.
 - ii. A registered civil engineer shall prepare all design, grading, drainage and construction plans for all private streets.

(7) *Development standards for private access roads.*

- i. Private access roads may be unpaved but shall be designed based on county standards and sound engineering practices.
- ii. A registered civil engineer shall prepare all design, grading, drainage and construction plans for all private access roads.
- iii. The access easement shall not be less than 60 feet.
- iv. The driving surface of the private access road shall not be less than 20 feet.

(Ord. of 4-18-06; Ord. of 4-10-20)

7.2 Easements.

7.2.1 Utility easements. Utility easements having a minimum width of 15 feet combined shall be provided as required for utility lines and underground mains and cables.

7.2.2 Pedestrian ways. When desirable for public convenience, pedestrian ways may be required to connect to cul-de-sacs, to pass through oddly-shaped or unusually long blocks, or to provide access to schools, parks, or other public areas.

7.2.3 Drainage easements. All stormwater features and drainage infrastructure shall be located within a drainage easement and shall remain unobstructed in order to provide access for maintenance. No fences or other structures shall be placed or erected within any drainage easement.

(Ord. of 4-18-06)

7.3 Blocks.

Block lengths and widths shall be as follows:

7.3.1 Lengths. Block lengths shall not exceed 800 feet nor be less than 400 feet.

7.3.2 Along existing streets. When a parcel with a minimum frontage of 1,200 feet along an existing road is subdivided, an entrance to the property shall be provided at a maximum distance of every 800 feet. If a road is not necessary for the currently proposed development, then an easement shall be left to provide for future development. This requirement may be waived or modified for development along a state highway when acceleration/deceleration lanes are required by the Georgia Department of Transportation for each entrance and the development is not projected to generate enough traffic to justify the expense to the developer.

(Ord. of 4-18-06)

7.4 Lots.

Residential lots shall meet the minimum lot width, depth, and area requirements of this and other ordinances. Setbacks, lot dimensions, and other development standards shall be determined by the zoning district as defined in Article V of the zoning ordinance.

7.4.1 Orientation of lot lines. Side lot lines shall be substantially at right angles or radial to street lines.

7.4.2 Lots abutting public streets. Each lot shall abut upon a dedicated public street unless all conditions of section 6.2.12 are met. When a new lot is created adjacent to a prescriptive easement, a dedicated access easement shall be required.

7.4.3 With public water and public sewer.

- (a) *Minimum area:* Determined by zoning district.
- (b) *Minimum width:* Determined by zoning district.
- (c) *Minimum depth:* Determined by zoning district.

7.4.4 Without public water and sewer or without public water but with public sewer

- (a) *Minimum area:* One acre for a single housing unit, subject to the approval of the county health department. The county health department shall notify the board of commissioners and the developer of its approval. Such notification shall include identification of individual lots by number on the final plat.
- (b) *Minimum width:* Determined by zoning district.
- (c) *Minimum depth:* Determined by zoning district.

7.4.5 With public water but not public sewer.

- (a) *Minimum area:* One-half acre for a single housing unit, subject to the approval of the county health department. The county health department shall notify the board of commissioners and the developer of its approval. Such notification shall include identification of individual lots by number on the final plat.
- (b) *Minimum width:* Determined by zoning district.
- (c) *Minimum depth:* Determined by zoning district.

7.4.6 Setback lines. Determined by zoning district.

7.4.7 Building setback lines. A building line meeting the front yard setback requirements of this ordinance shall be established on all lots.

(Ord. of 4-18-06)

7.5 General suitability.

7.5.1 Soils. The planning board shall not be required to approve a subdivision where the soil conditions have been determined not suitable for development purposes of the kind proposed. A soil survey may be required by the county engineer or designee.

7.5.2 Flooding. Flood prone areas shall be consistent with all flood insurance regulations and Chapter 34, Flood Damage Prevention of the Effingham County Code of Ordinances.

(Ord. of 4-18-06)

7.6 Benchmarks.

At least two benchmarks shall be established within a subdivision. Such benchmarks shall be at opposite corners of the property being subdivided. For subdivisions consisting of more than 15 lots, there shall be provided one additional benchmark for every 100 additional lots or fraction thereof.

(Ord. of 4-18-06)

PART II - OFFICIAL CODE
APPENDIX B - SUBDIVISION REGULATIONS
ARTICLE IX. VARIANCES

ARTICLE IX. VARIANCES

9.1 General.

When, due to a particular hardship experienced by an owner of a tract of land such as inadequate size, shape, drainage, etc., it is impractical for a developer to comply with these regulations, the board of commissioners may vary such requirements provided the intent and purpose of these regulations are not violated. The board of commissioners shall not grant such variances unless it finds based on the evidence presented to it in each specific case that:

- a. The granting of the variance will not be detrimental to the public safety, health, or welfare or injurious to other property, and;
- b. The conditions upon which the request is based are unique to the property for which the relief is sought and are not applicable generally to other property, and;
- c. Because of the particular physical surroundings, shape, or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations is carried out, and;
- d. The relief sought will not in any manner vary the provisions of the zoning ordinance or comprehensive plan, except that those documents may be amended in the manner prescribed by law.

(Ord. of 4-18-06)

9.2 Conditions.

In approving variances, the board of commissioners may require such conditions as will, in its judgment, secure substantially the purposes described in section 2.1.

(Ord. of 4-18-06)

9.3 Procedures.

A petition for a variance shall be submitted in writing by the subdivider at the time when the sketch plan is filed for the consideration of the planning board. The petition shall state fully the grounds for the application and all of the facts relied upon by the petitioner. Such variance requests, and the reasons for granting or denying them, shall be entered into the minutes of the board of commissioners.

(Ord. of 4-18-06)

ARTICLE X. APPLICATION OF REGULATIONS

From and after the date of the adoption of these regulations and notification of the county clerk of the court.

10.1 Filing and recording.

No plat of a subdivision within the county shall be filed or recorded by the county clerk of the court until the final plat shall have been submitted to and approved by the board of commissioners and such approval entered in writing on the final plat by the chair of the board of commissioners.

(Ord. of 4-18-06)

10.2 Improvements—Streets.

The governing authority or other public authority shall not hereafter accept, lay out, open, improve, grade, pave, or lay or authorize the laying of any water mains, sewers, connections, or other public facilities or utilities in any street unless it has been accepted as, opened as, or otherwise received the legal status of, a public street shown on the final plat approved by the county commission. The governing authority may locate and construct or may accept any other street provided that the ordinance of [or] resolution or other measure for such approval be first submitted to the board of commissioners for its approval or disapproval as provided for in the procedure on plats and, upon approval, any such street shall have the status of an approved street as fully as though it had been originally shown on a subdivision plat approved by the county commission.

(Ord. of 4-18-06)

10.3 Street names.

No street or road shall hereafter be named on a plat or in a deed or other instrument without approval by the county manager or designee.

The county manager or designee may, after reasonable notice in a newspaper having general circulation in Effingham County, recommend to the governing authority, a change in the name of any street or road in Effingham County (a) when there is duplication of names or other conditions which tend to confuse the public, (b) when it is found that a change may simplify marking or identification of streets, or (c) upon any other good and just reason that may appear to the board. After reasonable opportunity for a public hearing and approval of the name change, the governing authority shall issue its certificate designating the change, which shall be recorded with the clerk of court, and the name shall thereafter be the legal name of the street or road.

(Ord. of 4-18-06)

10.4 Schedule of filing fees.

The subdivider shall pay to the Effingham County Development Services at the time a plat is submitted a sum as set forth in the schedule of fees and charges on file in the office of the county clerk.

(Ord. of 4-18-06)

ARTICLE XI. VIOLATIONS AND PENALTIES

11.1 Filing or recording.

The filing or recording of a final plat of a subdivision without the approval of the county commission as required by these regulations, or the filing and recording of any sketch plan or preliminary plat as a record plat is hereby declared a misdemeanor and, upon conviction, is punishable as provided by law.

(Ord. of 4-18-06)

11.2 Recording official.

The clerk of superior court shall not accept, file, or record any sketch plan or any preliminary plan as a record plat; nor accept, file, or record any final plat that has not been approved by the county commission as shown by the signature of the county commission chair. Should any public official violate the provisions of this section, he shall, in each instance, be subject to the penalty provided in this article and the governing authority shall have such rights and remedies as to enforcement or collection as are provided by law and may enjoin any violations hereof.

(Ord. of 4-18-06)

11.3 Transfer of lots in unapproved subdivisions.

The owner or agent of the owner of any land to be subdivided within Effingham County who transfers or sells or agrees to sell or negotiates to sell such land by reference to or exhibition of or by other use of a plat or subdivision of such land before such final plat has been approved by the county commission and recorded in the office of the clerk of the court in and for the county shall be guilty of a misdemeanor and, upon conviction thereof, shall be punished in the discretion of the court; and the description of metes and bounds in the instrument of transfer or other document used in the process of selling or transfer shall not exempt the transaction from these penalties. The county may enjoin such transfer or sale or agreement by appropriate action.

(Ord. of 4-18-06)

11.4 Erection of buildings or structures.

Any building or structure erected in violation of these regulations shall be deemed an unlawful structure, and the county manager or designee or other official designated by the county commission may bring appropriate action to enjoin such erection or cause it to be vacated or removed at the owner's expense.

(Ord. of 4-18-06)

11.5 Street names.

It shall be unlawful for any person in laying out any new street or road to name such street or road on any plat, by any marking, or in any deed or instrument without first getting the approval of the county manager or designee. Any person violating this provision shall be guilty of a misdemeanor and, upon conviction, shall be punished in the discretion of the court.

(Ord. of 4-18-06)

11.6 Penalties.

The owner or agent of the owner of any land to be subdivided within Effingham County who transfers or sells or agrees to sell or negotiate to sell such land by reference to or exhibition of or by other use of a plat of subdivision of such land before such plat has been approved by the county commission, and recorded in the office of the clerk of the superior court in Effingham County, shall be guilty of a misdemeanor and, upon conviction thereof, shall be punished as provided by law; and the description by metes and bounds in the instrument of transfer or other document used in the process of selling or transfer shall not exempt the transaction from such penalties.

(Ord. of 4-18-06)

ARTICLE XII. LEGAL STATUS PROVISIONS

12.1 Interpretation.

The regulations expressed in this document shall be considered as the minimum provisions for the protection of the health, safety, economy, good order, appearance, convenience, and welfare of the general public.

(Ord. of 4-18-06)

12.2 Conflict with other laws, ordinances, or regulations.

These regulations are not intended to interfere with or annul any other statute or local ordinance or regulation. Where any provision of these regulations imposes restrictions or requirements different from those imposed by this or any other rule or regulation, the provision that is more restrictive or imposes higher standards shall control.

(Ord. of 4-18-06)

12.3 Separability.

Should any section or provision of these regulations be declared by the courts to be unconstitutional or invalid, such a declaration shall not affect the ordinance as a whole, or any other part thereof other than the part so declared to be unconstitutional or invalid.

(Ord. of 4-18-06)

12.4 Repeal of conflicting ordinances.

Upon adoption of these regulations according to law, the Subdivision Regulations of Effingham County adopted April 6, 1999, as amended, are hereby repealed, except as to those sections expressly retained in these regulations.

(Ord. of 4-18-06)

12.5 Amendments.

The planning board shall hold a public hearing on any amendment to these regulations prior to its adoption, notice of which shall be given not less than 15 nor more than 30 days prior to the hearing date. The notice of hearing shall be made in a newspaper having general circulation in the area of jurisdiction.

The planning board shall certify its recommendation as to the proposed amendment to the board of county commissioners. The board of commissioners shall hold a public hearing on any amendment to these regulations prior to its adoption, notice of which shall be given not less than 15 nor more than 30 days prior to the hearing date. The notice of hearing shall be made in a newspaper having general circulation in the area of jurisdiction.

The county commissioners shall consider the recommendation of the planning board and vote on the proposed amendment.

(Ord. of 4-18-06)

12.6 Effective date.

These regulations shall take effect on and after April 18, 2006.

(Ord. of 4-18-06)

Staff Report

Subject: Table of Permitted Uses
Author: Steve Candler, Director Development Services
Department: Development Services
Meeting Date: November 21, 2023
Item Description: Part II – Official Code: Appendix C – Articles V – TABLE OF PERMITTED USES of the Effingham County Code of Ordinances.

Summary Recommendation

Staff recommends approval of Part II – Official Code: Appendix C – Articles V – TABLE OF PERMITTED USES of the Effingham County Code of Ordinances.

Executive Summary/Background

The Table of Permitted Uses in this article organizes allowable uses by use classification, use categories, and use types. The use classifications are: Residential Uses, Institutional Uses, Agricultural Uses, Commercial Uses, and Industrial Uses. The use classification provides a systematic basis for assigning present and future land uses into broad general classifications. The use classifications then organize land uses and activities into general use categories and specific use types based on the common functional, operational, or physical characteristics, such as the type and amount of activity, the type of customers or residents, how goods or services are sold or delivered, and site conditions. The specific use types are included in the respective use categories. They identify the specific uses that are considered to fall within the characteristics identified in the use category. For example, single-family detached dwellings, duplexes, townhouses, multi-family dwellings, and manufactured homes area use types in the household living category.

A “P” in a cell indicates that a use type is allowed by right in the respective Base Zoning District, subject to compliance with any use-specific standards contained in this article.

An “C” in a cell indicates that a use type is allowed in the respective Base Zoning District only upon the issuance of a conditional use permit by the County Commissioners and subject to compliance with any use-specific standards contained in this article.

A blank cell means the use is not allowed.

Alternatives

1. Adopt Part II – Official Code: Appendix C – Articles V – TABLE OF PERMITTED USES of the Effingham County Code of Ordinances.

2. Part II – Official Code: Appendix C – Articles V – TABLE OF PERMITTED USES of the Effingham County Code of Ordinances.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Development Services

FUNDING: N/A

Attachments: Draft Table of Permitted Uses

		Residential						Commercial			Mixed	Industrial		Special		Use-Specific Standards
		AR-1	AR -2	R-1	R-3	R-4	R-5	R-6	B-1	B-2	B-3	MXD	LI	HI	FH	
Residential																
Single-Family																
Single-Family Detached		P	P	P			P	P				P			C	C
Single-Family Attached		P	P	P	P	P	P	P				P			C	C
One additional single-family detached dwelling		P	P	C			P	P				P			C	C
Disaster Emergency housing		P	P	C	P	P	P	P				P				
Multi-family																
Apartments					P	P	P					P				
Duplexes		P	P		P	P	P	P				P				
Townhomes (attached)		P	P	C	P	P	P	P				P				
Cluster Development		P	P		P	P	P	P				P				
Senior Care Housing		P	P		P	P	P	P				P				
Manufactured Housing																
Mobile Homes		P	P		P	P	P	P				P			P	P
Manufactured Homes		P	P		P	P	P	P				P			P	P
Mobile home parks						P						P				
Mobile Home Subdivisions		C				P						C				
Group Living																
Domestic Violence Shelter		C	C									C				
Fraternity/Sorority		P	C													
Religious Housing		P	P	P	P	P	P	P				P				
Transitional Housing		C	C		P	P	P	P				P				
Youth Home		P	P		C							C				
Agriculture																
Commercial greenhouses		P --	P --						-- C	--P	-P	C			P P	P --
Commercial agricultural- crop production		P --	C --												P --	P --
Commercial agricultural-livestock production		P --										C			P --	P --
Agritourism		P --	C --												P --	P C
		P										C			P	P

Butcher shop with abattoir	C									C	C	P				
Butcher shop without abattoir	P							P	P	P	C					
Retail – building supplies									P	P	P	P				
Retail - general								P	P	P	P	P				
Plant gardens & outdoor Nurseries	C							P	P	P	P	P				
Repair shop								C	P	P	P	P				
Rural Business	C							P	P	P	P	P				
Automotive sales, service, and storage									C	C	C	C				
Boat Sales and repairs										C	C	P				
Convenience Store (no gas pumps)	C							P	P	P	P					
Dry Cleaning Outlets								P	P	P	P					
Florist (whole/retail)								P	P	P	P					
Commercial EV Charging Stations(wholesale)									C	P	P	P				
Gas station (less than 10 pumps)								P	P	P	P	P				
Truck stop										C	C	C				
Recreation and Entertainment																

Staff Report

Subject: Ordinance Revision
Author: Steve Candler, Director Development Services
Department: Development Services
Meeting Date: November 21, 2023
Item Description: Consideration to **approve** an **amendment** to the Code of Ordinances **Part II – Official Code, Chapter 42; Section 42-7-Firearms** the Effingham County Code of Ordinances.

Executive Summary/Background

This amendment also allows certain traditions in Effingham County to continue amid the population changes the county is experiencing. The amendment specially addresses firearm use during dove season. The amendment allows for a registration system with the Sheriff's office for dove hunts on property less than 100 acres. It is not a permit system, just a notification system; very similar to the timber notification system in place.

Alternatives

1. Approve an **amendment** to the Code of Ordinances **Part II – Official Code, Chapter 42, Section 42-7-Firearms** the Effingham County Code of Ordinances.

2. Deny an **amendment** to the Code of Ordinances **Part II – Official Code, Chapter 42, Section 42-7-Firearms** the Effingham County Code of Ordinances.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: County Administration, Development Services, Sherriff's Office

Sec. 42-7. - Firearms.

(a) It shall be unlawful for any person to discharge any explosive, pistol, gun, or other weapon or instrument likely to produce injury to person or property, except in defense of person or property, within a radius of 300 yards from any occupied dwelling without the express permission of the occupant of such dwelling. Nothing in this section shall apply to any person authorized by law to use firearms in the course of his duty.

(b) It shall be unlawful for any person to discharge any firearm on any public boat ramp or public dock, or on any public land or facilities adjacent to any public boat ramp or public dock maintained or owned by the county.

(c) Notwithstanding section (a), a single parcel, under single ownership, and a minimum of one hundred (100) acres, in an AR-1 zoning district, can discharge firearms on the parcel without notifying the county during the Georgia Wildlife Resources Division designated dove season.

(d) Notwithstanding section (a), for properties in single ownership under 100 acres, the landowner must register, with the Sheriff's office, the times and the dates for any discharge of a firearm on the property during the Georgia Wildlife Resources Division designated dove season.

(Ord. of 9-2-80; Ord. of 2-18-97)

Sec. 42-7. - Firearms.

(a) It shall be unlawful for any person to discharge any explosive, pistol, gun, or other weapon or instrument likely to produce injury to person or property, except in defense of person or property, within a radius of 300 yards from any occupied dwelling without the express permission of the occupant of such dwelling. Nothing in this section shall apply to any person authorized by law to use firearms in the course of his duty.

(b) It shall be unlawful for any person to discharge any firearm on any public boat ramp or public dock, or on any public land or facilities adjacent to any public boat ramp or public dock maintained or owned by the county.

(c) Notwithstanding section (a), a single parcel, under single ownership, and a minimum of one hundred (100) acres, in an AR-1 zoning district, can discharge firearms on the parcel without notifying the county during the Georgia Wildlife Resources Division designated dove season.

(d) Notwithstanding section (a), for properties in single ownership under 100 acres, the landowner must register, with the Sheriff's office, the times and the dates for any discharge of a firearm on the property during the Georgia Wildlife Resources Division designated dove season.

(Ord. of 9-2-80; Ord. of 2-18-97)

Staff Report

Subject: GDOT Request for Traffic Signal
Author: Tim Callanan
Department: County Manager
Meeting Date: November 21, 2023
Item Description: Consideration to approve a Request for Traffic Signal submitted by GDOT for the location of SR21 (Springfield Bypass) at McCall Road

Summary Recommendation: The staff recommends the approval of the Request for Traffic Signal submitted by GDOT for the location of SR21 (Springfield Bypass) at McCall Road.

Executive Summary/Background: The County has seen an increase of traffic and traffic related issues at the intersection of SR21 (Springfield Bypass) and McCall Road. The County has reached out to GDOT asking for a traffic signal at this intersection. GDOT will conduct a Traffic Engineering Study to determine if this location meets warrants for a traffic signal. In the event that GDOT authorizes the use of a traffic signal at this intersection, GDOT may ask Effingham County Board of Commissioners for some participation.

Alternatives for Commission to Consider:

1. Approve the Request for Traffic Signal as submitted by GDOT.
2. Do not approve the proposed agreement.
3. Provide staff with direction.

Recommended Alternative: Staff recommends alternative 1 – Approve the Request for Traffic Signal as submitted by GDOT.

Other Alternatives: None

Department Review: County Manager

Funding Source: TSPLOST 2023

Attachments: GDOT Request for Traffic Signal

Distribution:
White – Applicant
Yellow – State Traffic Engineer
Pink – District Traffic Engineer

Do Not Write In This Space

Item XII. 12.

Application No. _____

Permit No. _____

DEPARTMENT OF TRANSPORTATION STATE OF GEORGIA

REQUEST FOR TRAFFIC SIGNAL

To the Georgia Department of Transportation:

The Board of Commissioners in Effingham County hereby request approval for the use of a traffic signal at the location described below:

LOCATION

Local Street names: Springfield Bypass at McCall Rd.

State Route Numbers: SR 21 at N/A

TYPE SIGNAL

☒ Stop and Go ☐ Flashing Beacon ☐ School Beacon ☐ Other

CONDITIONS OF APPLICATION AND STANDARDS OF OPERATION

In the event that the Georgia Department of Transportation authorizes the use of a traffic signal at the above location, the undersigned agrees to participate in the costs to purchase and install the signal. This level of participation will be determined after a study of the location has been completed. The signal must be installed to the Department's standards and conform with the authorization issued by the Department and the provisions set forth therein.

COST OF OPERATION

The full and entire costs of the electric energy and telephone service used to operate the signal shall be at the expense of the applicant without any cost to the Georgia Department of Transportation. The applicant understands that the Department may ask for participation in the cost for the purchase, installation and maintenance of the signal if approved.

INSPECTION AND APPROVAL

The installation, maintenance and operation of said signal shall be subject at all times to inspection and approval by a duly authorized engineer of the Georgia Department of Transportation.

RIGHT TO REVOKE

The Georgia Department of Transportation reserves the right to revoke the approval should it for any reason desire to do so, by giving the applicant thirty (30) days written notice, and in that event, the applicant agrees to remove said signal from said right-of-way at its own expense or allow it to be removed by the Department.

This application is hereby submitted and all of the terms and conditions are hereby agreed to. The undersigned are duly authorized to execute this instrument.

This the _____ day of _____ 20__

Attest:

By: _____

Title: _____

Clerk



Russell R. McMurry, P.E., Commissioner
One Georgia Center
600 West Peachtree NW
Atlanta, GA 30308
(404) 631-1990 Main Office

October 2, 2023

Mr. Tim Callanan
County Manager
Effingham County
601 N. Laurel St.
Springfield GA 31329

Signal Permit Application
SR 21 at McCall Rd.

Dear Mr. Callanan,

Enclosed, please find a permit application for the "Stop and Go" traffic signals for the above-mentioned location. The Department is conducting a Traffic Engineering Study to determine if the above mention location meets warrants for a Traffic Signal. Please have the proper authorities execute this document and return to this office at P.O. 610, Jesup GA 31598.

If you have any questions or comments please contact Andy Westberry of this office at (912) 530-4466 or by mail at P.O. Box 610 Jesup, GA 31598.

Yours Very Truly,

For: Troy Pittman, P.E.
District Engineer

A handwritten signature in blue ink, appearing to read "Joseph R. Capello", is written over a horizontal line.

By: Joseph R. Capello, P.E.
District Traffic Engineer

Enclosure:

cc: Dustin Branum, Area Engineer, Statesboro
Traffic Ops Files

Staff Report

Subject: Variance (Fourth District)
Author: Chelsie Fernald, Planner II
Department: Development Services
Meeting Date: November 21, 2023
Item Description: **Alex Long** requests a variance from Section 5.8.6, to allow for smaller lots in R-6 subdivision. Located on Blue Jay Road, zoned **R-6. [Map# 414 Parcel# 3]**

Summary Recommendation

Staff has reviewed the application, and recommends **approval** of the request for a **variance** from Section 5.8.6 to allow for smaller lots in a R-6 subdivision.

Executive Summary/Background

- Pursuant to Appendix C-Zoning Ordinance, Article VII-Planning Board, Section 7.1.8, variances may only be granted if the following findings are made:
That there are unique physical circumstances or conditions, including irregularity, narrowness, or shallowness, of lot size or shape, or exceptional topographical or other physical conditions peculiar to the particular property, and that the unnecessary hardship is due to such conditions, and not to circumstances or conditions generally created by the provisions of the zoning ordinance in the neighborhood or district in which the property is located; and
That because of such physical circumstances or conditions, there is no possibility that the property can be developed in strict conformity with the provisions of the zoning ordinance, and that the authorization of a variance is therefore necessary to enable the reasonable use of the property.
- At the January 15, 2019 Board of Commissioners meeting, this parcel was rezoned from AR-1 to R-6, with the following conditions:
 1. Lot shall meet the requirements of the R-6 zoning district.
 2. Site development plans shall comply with the Effingham County Water Resource Protection Ordinance and the Stormwater Management Local Design Manual.
 3. All wetland impacts shall be permitted by USACE.
 4. Subdivision final plat shall be approved by the Effingham County Board of Commissioners
- The Sketch Plan was also approved at the January 15, 2019 Board of Commissioners meeting.
- Based on the 2019 R-6 ordinance, the lot widths need to be a minimum of 60 feet, with an area of 6,600 sq. ft.
- The applicant applied to go through the Final Plat process for Pine Brook Subdivision, however, some of the lots on the final plat draft are smaller than the 60' minimum required.
- Due to this oversight during engineering review and preliminary review, the applicant has moved forward with the sale of the lots. All lots with the exception of 11 have been sold, so reconfiguring the lots to achieve the 60' minimum is impractical.

Alternatives

1. Approve the request for a **variance**.

2. Deny the request for a **variance**.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Development Services

FUNDING: N/A

Attachments:

1. Variance application	3. Site Plan	5. Deed
2. Ownership certificate/authorization	4. Aerial photograph	

ATTACHMENT A - VARIANCE APPLICATIONApplication Date: 10/20/23Applicant/Agent: Alex LongApplicant Email Address: along111@yahoo.comPhone # 912-663-2980Applicant Mailing Address: P.O. Box 1190City: Rincon State: GA Zip Code: 31326Property Owner, if different from above: _____
Include Signed & Notarized Authorization of Property Owner

Owner's Email Address (if known): _____

Phone # _____

Owner's Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Property Location: Blue Jay RoadName of Development/Subdivision: Pine Brook SubdivisionPresent Zoning of Property R-6 Tax Map-Parcel # 414-3 Total Acres 32.49**VARIANCE REQUESTED** (provide relevant section of code): 5.8.6Describe why variance is needed. Due to approved construction plans with smaller lot widths, a variance is needed from the 2019 R-6 ordinance from '60' lot widths.

How does request meet criteria of Section 7.1.8 (see Attachment C): _____

Applicant Signature:  Date 10/20/23

EMC ENGINEERING
SERVICES, INC.
27 Chatham Center South, Suite A
Savannah, GA 31405
Tel: (912) 322-6533
Fax: (912) 322-6540
e-mail: emcengr@sbcnet.com
www.emc-eng.com
ENHANCED
MAINTENANCE
ALABAMA • ATLANTA • AUGUSTA • BIRMINGHAM • COLUMBUS
GREENSBORO • HAVENHURST • HUNTSVILLE • MEMPHIS • OKLAHOMA CITY
PENSACOLA • TAMPA • TALLAHASSEE • THUNDERBOLT • WILMINGTON

NO.	REVISION DESCRIPTION	DATE

[illegible]

Based upon the representations of the registrant surveyor whose name is affixed herein and supplementary information provided, I reserve the right to request additional information or to request a re-examination of the registrant's qualifications for a typical day evaluation of the registrant's work. I reserve the right to request a re-examination of the registrant's work at any time by the program prior to the issuance of a construction permit. Modifications or changes in site designation may void this approval.

 Signature Authority _____ Date _____

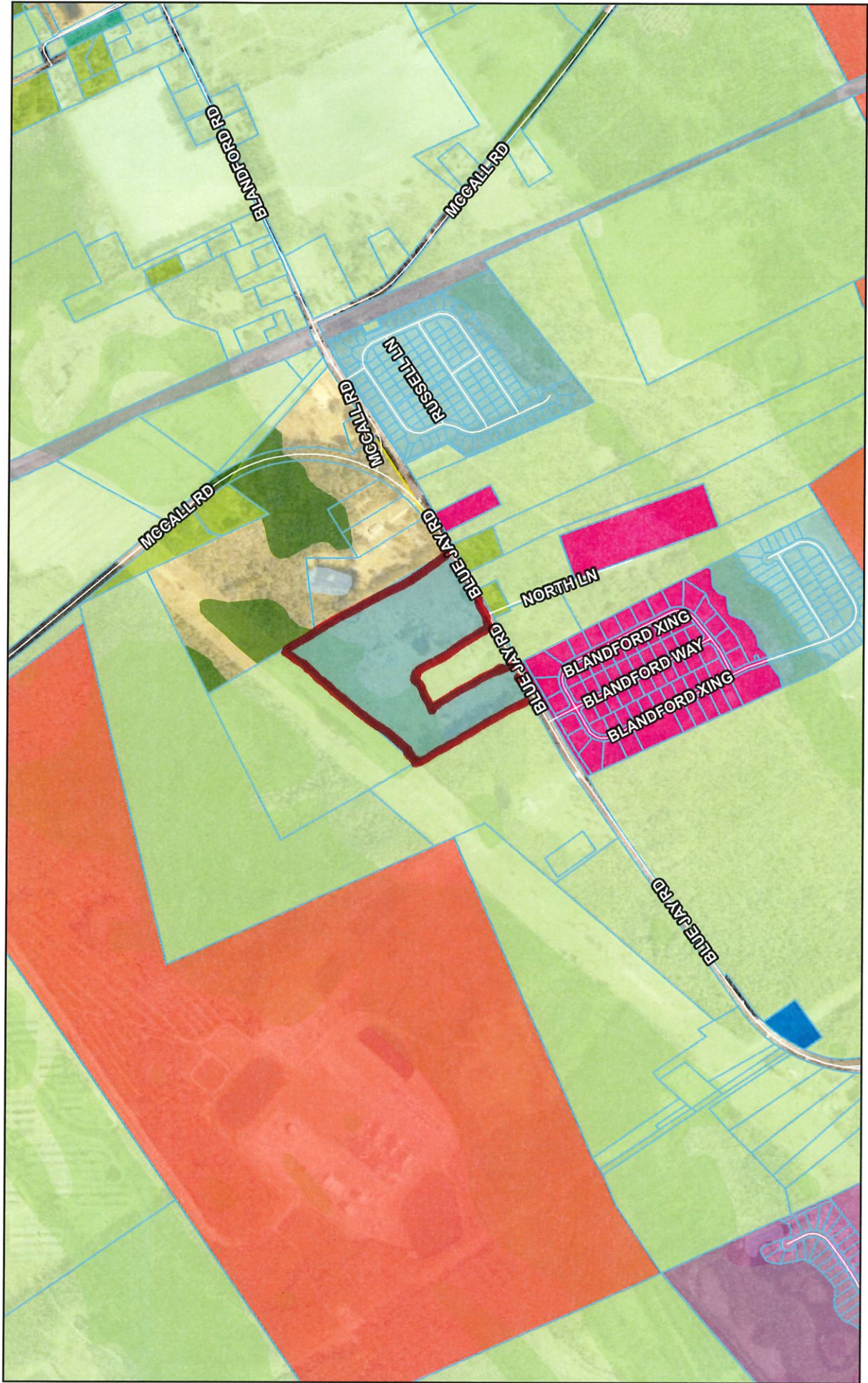
 Title _____

Approved for recording by the Effingham County Zoning Administrator _____
 Zoning Administrator _____ Date _____

[illegible]

An aerial photograph of a land area, likely a farm or rural property, with numerous yellow and blue outlines indicating different parcels or sections. The map is labeled with various alphanumeric codes, including 414-60, 414-61, 414-62, 414-63, 414-64, 414-65, 414-66, 414-67, 414-68, 414-69, 414-70, 414-71, 414-72, 414-73, 414-74, 414-75, 414-76, 414-77, 414-78, 414-79, 414-80, 414-81, 414-82, 414-83, 414-84, 414-85, 414-86, 414-87, 414-88, 414-89, 414-90, 414-91, 414-92, 414-93, 414-94, 414-95, 414-96, 414-97, 414-98, 414-99, 415-1, 415-2, 415-3, 415-4, 415-5, 415-6, 415-7, 415-8, 415-9, 415-10, 415-11, 415-12, 415-13, 415-14, 415-15, 415-16, 415-17, 415-18, 415-19, 415-20, 415-21, 415-22, 415-23, 415-24, 415-25, 415-26, 415-27, 415-28, 415-29, 415-30, 415-31, 415-32, 415-33, 415-34, 415-35, 415-36, 415-37, 415-38, 415-39, 415-40, 415-41, 415-42, 415-43, 415-44, 415-45, 415-46, 415-47, 415-48, 415-49, 415-50, 415-51, 415-52, 415-53, 415-54, 415-55, 415-56, 415-57, 415-58, 415-59, 415-60, 415-61, 415-62, 415-63, 415-64, 415-65, 415-66, 415-67, 415-68, 415-69, 415-70, 415-71, 415-72, 415-73, 415-74, 415-75, 415-76, 415-77, 415-78, 415-79, 415-80, 415-81, 415-82, 415-83, 415-84, 415-85, 415-86, 415-87, 415-88, 415-89, 415-90, 415-91, 415-92, 415-93, 415-94, 415-95, 415-96, 415-97, 415-98, 415-99, 416-1, 416-2, 416-3, 416-4, 416-5, 416-6, 416-7, 416-8, 416-9, 416-10, 416-11, 416-12, 416-13, 416-14, 416-15, 416-16, 416-17, 416-18, 416-19, 416-20, 416-21, 416-22, 416-23, 416-24, 416-25, 416-26, 416-27, 416-28, 416-29, 416-30, 416-31, 416-32, 416-33, 416-34, 416-35, 416-36, 416-37, 416-38, 416-39, 416-40, 416-41, 416-42, 416-43, 416-44, 416-45, 416-46, 416-47, 416-48, 416-49, 416-50, 416-51, 416-52, 416-53, 416-54, 416-55, 416-56, 416-57, 416-58, 416-59, 416-60, 416-61, 416-62, 416-63, 416-64, 416-65, 416-66, 416-67, 416-68, 416-69, 416-70, 416-71, 416-72, 416-73, 416-74, 416-75, 416-76, 416-77, 416-78, 416-79, 416-80, 416-81, 416-82, 416-83, 416-84, 416-85, 416-86, 416-87, 416-88, 416-89, 416-90, 416-91, 416-92, 416-93, 416-94, 416-95, 416-96, 416-97, 416-98, 416-99, 417-1, 417-2, 417-3, 417-4, 417-5, 417-6, 417-7, 417-8, 417-9, 417-10, 417-11, 417-12, 417-13, 417-14, 417-15, 417-16, 417-17, 417-18, 417-19, 417-20, 417-21, 417-22, 417-23, 417-24, 417-25, 417-26, 417-27, 417-28, 417-29, 417-30, 417-31, 417-32, 417-33, 417-34, 417-35, 417-36, 417-37, 417-38, 417-39, 417-40, 417-41, 417-42, 417-43, 417-44, 417-45, 417-46, 417-47, 417-48, 417-49, 417-50, 417-51, 417-52, 417-53, 417-54, 417-55, 417-56, 417-57, 417-58, 417-59, 417-60, 417-61, 417-62, 417-63, 417-64, 417-65, 417-66, 417-67, 417-68, 417-69, 417-70, 417-71, 417-72, 417-73, 417-74, 417-75, 417-76, 417-77, 417-78, 417-79, 417-80, 417-81, 417-82, 417-83, 417-84, 417-85, 417-86, 417-87, 417-88, 417-89, 417-90, 417-91, 417-92, 417-93, 417-94, 417-95, 417-96, 417-97, 417-98, 417-99, 418-1, 418-2, 418-3, 418-4, 418-5, 418-6, 418-7, 418-8, 418-9, 418-10, 418-11, 418-12, 418-13, 418-14, 418-15, 418-16, 418-17, 418-18, 418-19, 418-20, 418-21, 418-22, 418-23, 418-24, 418-25, 418-26, 418-27, 418-28, 418-29, 418-30, 418-31, 418-32, 418-33, 418-34, 418-35, 418-36, 418-37, 418-38, 418-39, 418-40, 418-41, 418-42, 418-43, 418-44, 418-45, 418-46, 418-47, 418-48, 418-49, 418-50, 418-51, 418-52, 418-53, 418-54, 418-55, 418-56, 418-57, 418-58, 418-59, 418-60, 418-61, 418-62, 418-63, 418-64, 418-65, 418-66, 418-67, 418-68, 418-69, 418-70, 418-71, 418-72, 418-73, 418-74, 418-75, 418-76, 418-77, 418-78, 418-79, 418-80, 418-81, 418-82, 418-83, 418-84, 418-85, 418-86, 418-87, 418-88, 418-89, 418-90, 418-91, 418-92, 418-93, 418-94, 418-95, 418-96, 418-97, 418-98, 418-99, 419-1, 419-2, 419-3, 419-4, 419-5, 419-6, 419-7, 419-8, 419-9, 419-10, 419-11, 419-12, 419-13, 419-14, 419-15, 419-16, 419-17, 419-18, 419-19, 419-20, 419-21, 419-22, 419-23, 419-24, 419-25, 419-26, 419-27, 419-28, 419-29, 419-30, 419-31, 419-32, 419-33, 419-34, 419-35, 419-36, 419-37, 419-38, 419-39, 419-40, 419-41, 419-42, 419-43, 419-44, 419-45, 419-46, 419-47, 419-48, 419-49, 419-50, 419-51, 419-52, 419-53, 419-54, 419-55, 419-56, 419-57, 419-58, 419-59, 419-60, 419-61, 419-62, 419-63, 419-64, 419-65, 419-66, 419-67, 419-68, 419-69, 419-70, 419-71, 419-72, 419-73, 419-74, 419

BLUE JAY ROAD 414-3



10/24/2023

- Roads
- Tax Parcels
- Tax Parcel Labels
- Effingham County Zoning
 - R-1
 - R-6
 - B-1
 - AR-1
 - AR-2
 - B-2
 - I-1
 - PD
 - Other
- Wetlands
 - PD
 - Freshwater Emergent Wetland

1:15,348

0 0.1 0.2 0.35 0.4 mi
0 0.17 0.35 0.7 km
Effingham County BOC, Esri, HERE, Garmin, INCREMENT P, USGS, MET
NASA, EPA, USDA

Item XII. 13.

Staff Report

Subject: 2nd Reading – Zoning Map Amendment
Author: Chelsie Fernald, Planner II
Department: Development Services
Meeting Date: November 21, 2023
Item Description: **Alex Long** requests a variance from Section 5.8.6, to allow for smaller lots in R-6 subdivision. Located on Blue Jay Road, zoned **R-6. [Map# 414 Parcel# 3]**

Summary Recommendation

Staff has reviewed the application, and recommends **approval** of the request for a **variance** from Section 5.8.6 to allow for smaller lots in a R-6 subdivision.

Executive Summary/Background

- Pursuant to Appendix C-Zoning Ordinance, Article VII-Planning Board, Section 7.1.8, variances may only be granted if the following findings are made:

That there are unique physical circumstances or conditions, including irregularity, narrowness, or shallowness, of lot size or shape, or exceptional topographical or other physical conditions peculiar to the particular property, and that the unnecessary hardship is due to such conditions, and not to circumstances or conditions generally created by the provisions of the zoning ordinance in the neighborhood or district in which the property is located; and

That because of such physical circumstances or conditions, there is no possibility that the property can be developed in strict conformity with the provisions of the zoning ordinance, and that the authorization of a variance is therefore necessary to enable the reasonable use of the property.
- At the January 15, 2019 Board of Commissioners meeting, this parcel was rezoned from AR-1 to R-6, with the following conditions:
 1. Lot shall meet the requirements of the R-6 zoning district.
 2. Site development plans shall comply with the Effingham County Water Resource Protection Ordinance and the Stormwater Management Local Design Manual.
 3. All wetland impacts shall be permitted by USACE.
 4. Subdivision final plat shall be approved by the Effingham County Board of Commissioners
- The Sketch Plan was also approved at the January 15, 2019 Board of Commissioners meeting.
- Based on the 2019 R-6 ordinance, the lot widths need to be a minimum of 60 feet, with an area of 6,600 sq. ft.
- The applicant applied to go through the Final Plat process for Pine Brook Subdivision, however, some of the lots on the final plat draft are smaller than the 60' minimum required.
- Due to this oversight during engineering review and preliminary review, the applicant has moved forward with the sale of the lots. All lots with the exception of 11 have been sold, so reconfiguring the lots to achieve the 60' minimum is impractical.

Alternatives

1. Approve the request for a **variance**.

2. Deny the request for a **variance**.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Development Services

FUNDING: N/A

Attachments: 1. Variance application 3. Site Plan 5. Deed
 2. Ownership certificate/authorization 4. Aerial photograph

AN AMENDMENT TO THE EFFINGHAM COUNTY ZONING ORDINANCE, MAP AND PARCEL NO.

414-3

AN ORDINANCE TO AMEND THE EFFINGHAM COUNTY ZONING ORDINANCE, MAP AND PARCEL NO.

414-3

AND TO REPEAL ALL OTHER ORDINANCES IN CONFLICT HEREWITH.

BE IT ORDAINED by the Effingham County Board of Commissioners in regular meeting assembled and pursuant to lawful authority thereof:

WHEREAS, ALEX LONG has filed an application for a variance, from section 5.8.6, to allow for smaller lots in a R-6 subdivision, located on Blue Jay Road; map and parcel number 414-3, located in the 4th commissioner district, and

WHEREAS, a public hearing was held on November 21, 2023 and notice of said hearing having been published in the Effingham County Herald on November 8, 2023; and

WHEREAS, a public hearing was held before the Effingham County Planning Board, notice of said hearing having been published in the Effingham County Herald on October 25, 2023; and

IT IS HEREBY ORDAINED THAT a variance from section 5.8.6, to allow for smaller lots in a R-6 subdivision, located on Blue Jay Road; map and parcel number 414-3, located in the 4th commissioner district is approved.

All ordinances or part of ordinances in conflict herewith are hereby repealed.

This _____ day of _____, 20____

BOARD OF COMMISSIONERS
EFFINGHAM COUNTY, GEORGIA

BY: _____
WESLEY CORBITT, CHAIRMAN

ATTEST:

FIRST/SECOND READING: _____

STEPHANIE JOHNSON
COUNTY CLERK

Staff Report

Subject: Future Land Use Map (FLUM)
Author: Steve Candler, Director Development Services
Department: Development Services
Meeting Date: November 21, 2023
Item Description: **Consideration of approval to adopt Future Land Use Map (FLUM) as a policy document** of the Effingham County.

Summary Recommendation

Staff recommends **approval** of the Future Land Use Map

Executive Summary/Background

The FLUM amendment assists the elected officials, appointed officials and the citizens of Effingham County to plan. The future land use map is a community's visual guide to future planning. The future land use map should bring together most if not all of the elements of the comprehensive plan such as natural resources, economic development, housing and transportation. It is a map of what the community wants to have happen; it is not a prediction. The future land use map is not an official map nor is it a zoning map.

Alternatives

1. Consideration of approval to adopt Future Land Use Map (FLUM) as a policy document of the Effingham County.

2. Deny adoption of the proposed Future Land Use Map (FLUM) as a policy document of the Effingham County.

Recommended Alternative: 1

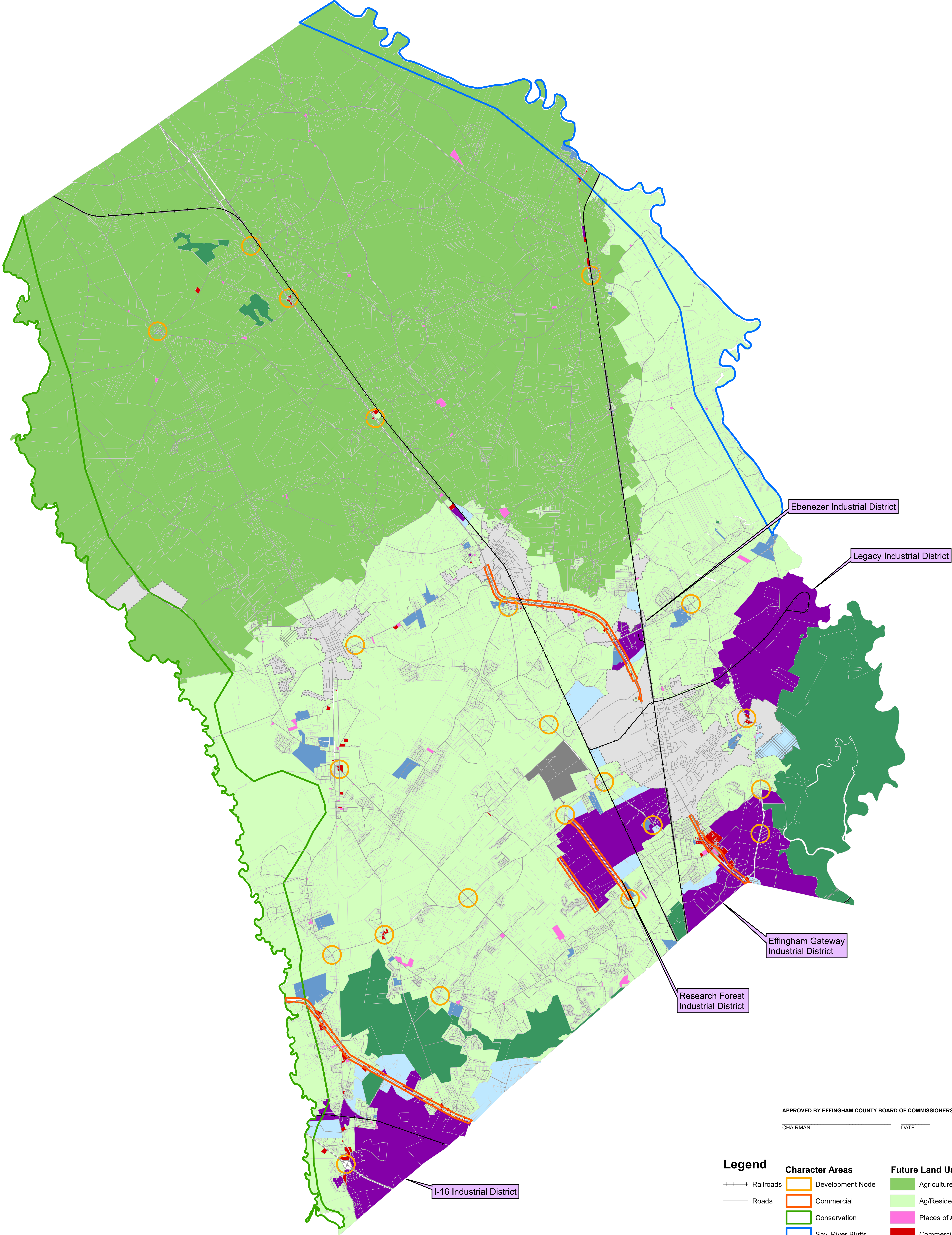
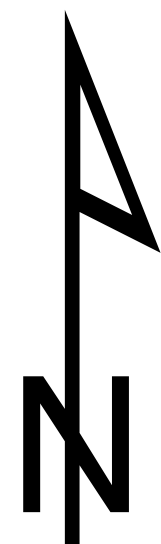
Other Alternatives: 2

Department Review: Development Services

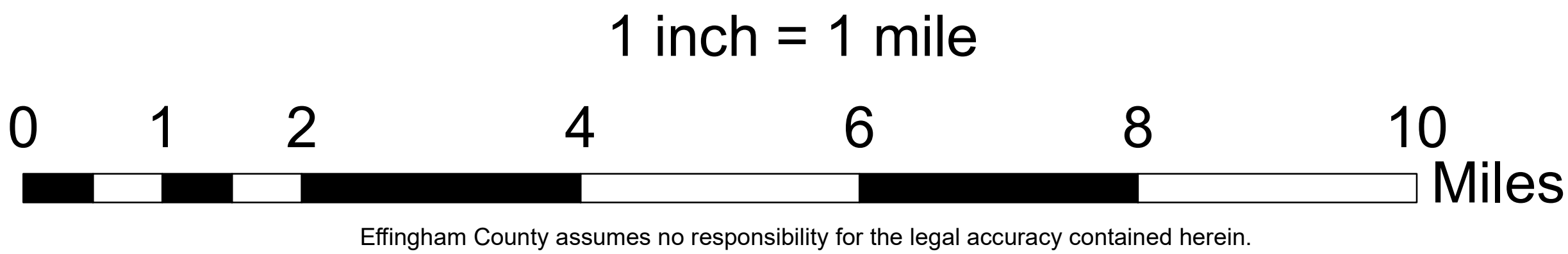
FUNDING: N/A

Attachments: 1Draft of the Future Land Use Map.

Effingham County Future Land Use Map and Character Areas



APPROVED BY EFFINGHAM COUNTY BOARD OF COMMISSIONERS
CHAIRMAN _____ DATE _____



Legend

- Railroads
- Roads

Character Areas

- Development Node
- Commercial
- Conservation
- Sav. River Bluffs
- Municipal Bounds
- Proposed Annexations

Future Land Use

- Agriculture
- Ag/Residential
- Places of Assembly/Cemetery
- Commercial
- Conservation/Recreation
- Industrial
- Public/Institutional
- Transitional
- Transportation/Utilities

**RESOLUTION TO ADOPT
ADOPTION AGREEMENT AMENDMENT #2
ASSOCIATION COUNTY COMMISSIONERS OF GEORGIA
401(a) DEFINED CONTRIBUTION PLAN
FOR EFFINGHAM COUNTY EMPLOYEES**

WHEREAS, Effingham County, Georgia (the "Employer") established the ACCG 401(a) Defined Contribution Plan for Effingham County Employees (the "Plan") through an Adoption Agreement that was originally effective as of December 1, 2000, and was most recently amended and restated effective as of January 1, 2022;

WHEREAS, Section 13.01 of the Plan allows the Employer to amend the elective provisions of the Adoption Agreement;

WHEREAS, the Employer desires to amend the Adoption Agreement to eliminate the requirement that Participants be credited with a Year of Service before becoming eligible for Employer Matching Contributions;

WHEREAS, the Employer wishes to amend the Adoption Agreement to increase the Employer Matching Contribution to one hundred percent (100%) of the first five percent (5%) of Compensation that Participants contribute to the Association County Commissioners of Georgia 457(b) Deferred Compensation Plan for Effingham County Employees; and

WHEREAS, the Employer wishes to amend the Adoption Agreement to implement a graded vesting schedule.

NOW THEREFORE, at a meeting held on the ____ day of _____, 2023, the Effingham County Board of Commissioners hereby resolves as follows:

RESOLVED, that the Effingham County Board of Commissioners hereby approves the attached Adoption Agreement Amendment #2, effective as of the date set forth therein.

FURTHER RESOLVED that the Commission Chair is hereby authorized, empowered, and directed to take all further actions and to execute all documents necessary to implement these resolutions.

FURTHER RESOLVED that any resolution in conflict with this resolution is hereby repealed.

This ____ day of _____, 2023.

EFFINGHAM COUNTY BOARD OF COMMISSIONERS

By: _____
Chair, Effingham County Board of Commissioners

Date: _____

Attest:

By: _____
County Clerk

Date: _____

**ADOPTION AGREEMENT AMENDMENT #2
ASSOCIATION COUNTY COMMISSIONERS OF GEORGIA
401(a) DEFINED CONTRIBUTION PLAN FOR EFFINGHAM
COUNTY EMPLOYEES**

WHEREAS, Effingham County, Georgia (the "Employer") established the ACCG 401(a) Defined Contribution Plan for Effingham County Employees (the "Plan") through an Adoption Agreement that was first effective as of December 1, 2000, and was most recently amended and restated effective as of January 1, 2022.

WHEREAS, Section 13.01 of the Plan allows the Employer to amend the elective provisions of the Adoption Agreement;

WHEREAS, the Employer desires to amend the Adoption Agreement to eliminate the requirement that Participants be credited with a Year of Service before becoming eligible for Employer Matching Contributions;

WHEREAS, the Employer wishes to amend the Adoption Agreement to increase the Employer Matching Contribution to one hundred percent (100%) of the first five percent (5%) of Compensation that Participants contribute to the Association County Commissioners of Georgia 457(b) Deferred Compensation Plan for Effingham County Employees; and

WHEREAS, the Employer wishes to amend the Adoption Agreement to implement a graded vesting schedule.

NOW, THEREFORE, the Adoption Agreement is hereby amended effective as of January 1, 2024, as follows:

1.

Section 3.02 of the Adoption Agreement, Participation Eligibility, shall be restated in its entirety to provide for immediate eligibility for Employer Matching Contributions as of the first pay period that begins on or after January 1, 2024, as follows:

3.02 PARTICIPATION ELIGIBILITY

Eligibility Date Determination for Employee Contributions

- ☐ The Eligible Employee's Employment Commencement Date
- ☐ Date on which the Eligible Employee completes _____ () Year(s) of Service
- ☐ Date on which the Eligible Employee attains age () ()
- ☐ The earlier of the date on which the Eligible Employee completes _____ () Years of Service or attains age _____ ()
- ☐ Other Eligibility Date for Employee Contributions (See Additional Provisions Addendum)

Eligibility Date Determination for Employer Basic Contributions

- ☒ The Eligible Employee's Employment Commencement Date

- [--] Date on which the Eligible Employee completes ____ (__) Year(s) of Service
- [--] Date on which the Eligible Employee attains age (_____) (__)
- [--] The earlier of the date on which the Eligible Employee completes _____ (__) Years of Service or attains age _____ (__)
- [--] Other Eligibility Date for Basic Contributions (See Additional Provisions Addendum)

Eligibility Date Determination for Employer Discretionary Contributions

- [--] The Eligible Employee's Employment Commencement Date
- [--] Date on which the Eligible Employee completes _____ (__) Year(s) of Service
- [--] Date on which the Eligible Employee attains age (_____) (__)
- [--] The earlier of the date on which the Eligible Employee completes _____ (__) Years of Service or attains age _____ (__)
- [--] Other Eligibility Date for Discretionary Contributions (See Additional Provisions Addendum)

Eligibility Date Determination for Employer Matching Contributions

- [X] The Eligible Employee's Employment Commencement Date
- [--] Date on which the Eligible Employee completes _____ (__) Year(s) of Service
- [--] Date on which the Eligible Employee attains age (_____) (__)
- [--] The earlier of the date on which the Eligible Employee completes _____ (__) Years of Service or attains age _____ (__)
- [--] Other Eligibility Date for Matching Contributions (See Additional Provisions Addendum)

2.

Adoption Agreement Section 4.03, Employer Matching Contributions, shall be restated in its entirety effective as to the first pay period that begins on or after January 1, 2024, to read as follows:

4.03 EMPLOYER MATCHING CONTRIBUTIONS

(Matching Contributions may not exceed 100% of Compensation.)

- [--] No Matching Contributions on amounts Participants contribute to the 457(b) Eligible Deferred Compensation Plan
- [X] Matching Contributions equal to **one hundred percent (100%)** of the first **five percent (5.0%)** on amounts Participants contribute to the 457(b) Eligible Deferred Compensation Plan. The maximum Matching Contribution shall be no more than **five percent (5.0%)** of Compensation or \$ (N/A).
- [--] Matching Contributions equal to _____ percent (____%) of the first _____ percent (____%) on amounts Participants contribute to the 457(b) Eligible Deferred Compensation Plan and _____ percent (____%) of the next _____ percent (____%) so contributed and _____ percent (____%) of the next _____ percent (____%) so contributed. The maximum Matching Contribution shall be no more than _____ percent (____%) of Compensation or \$_____.
- [--] Matching Contributions equal to _____ percent (____%) of amounts Participants contribute to the 457(b) Eligible Deferred Compensation Plan.

- ☐ Other Matching Contribution Formula (See Additional Provisions Addendum)
- ☐ Discretionary Matching Contributions as determined each year by the Employer
- Matching Contributions shall be made on the following types of deferrals:
- ☒ Deferral Contributions the 457(b) Eligible Deferred Compensation Plan
- ☒ Catch-up Contributions the 457(b) Eligible Deferred Compensation Plan
- ☒ Roth Contributions under the 457(b) Eligible Deferred Compensation Plan
- ☐ Matching Contributions shall be calculated based on the lowest whole percentage of Compensation deferred by the Participant (no fractions)
- Matching Contributions shall be made:
- ☒ On a payroll basis
- ☐ On a monthly basis
- ☐ On a quarterly basis
- ☐ On an annual basis
- ☐ Other remittance period for Matching Contributions: _____ (must be at least annual)
- ☐ Matching Contributions made more frequently than on an annual basis will be recalculated (“trued-up”) at the end of the year. If this box is not checked, Matching Contributions will not be recalculated at the end of the year.

Employer Matching Contribution Eligibility Requirements

- ☒ No requirements [**Must elect if made more frequently than annually**]
- ☐ Participant must be employed by the Employer on the last day of the Plan Year
- ☐ Participant must earn at least 501 Hours of Service during the Plan Year
- ☐ Participant must earn at least 1000 Hours of Service during the Plan Year
- ☐ Participants who become disabled, or die while employed with the Employer and Participants who die while performing qualified military service, are excepted from any last day or Hours of Service requirements.
- ☐ Other Matching Contribution Eligibility Requirements (See Additional Provisions Addendum)

3.

Adoption Agreement Section 6.02, Vesting Schedule, shall be restated as follows effective as of January 1, 2024, as to any Participant who is an Employee on or after such date, provided that the Participant’s Account has not yet been forfeited on account of a previous Severance from Employment:

6.02 VESTING SCHEDULE

Additional rows may be added to any option to the extent permissible under the Plan document. An Additional Provisions Addendum may be completed for purposes of providing different Vesting Schedules for different classes of Participants. Any cliff vesting schedule must be at least as favorable as 15-year cliff (20-year cliff for a class in which substantially all of the participants are qualified public

safety employees as defined in Internal Revenue Code Section 72(t)(10)(B)). Any graded vesting schedule must be at least as favorable as 5-20 year graded.

Vesting for Employer Basic Contribution

☐ 100% Vesting immediately upon Entry Date

<input type="checkbox"/>	<u>Full Years of Service With the Employer</u>	<u>Percent Vested in Account</u>
--------------------------	--	----------------------------------

Less than ____ () years	0 %
--------------------------	-----

____ () years or more	100 %
------------------------	-------

<input checked="" type="checkbox"/>	<u>Full Years of Service With the Employer</u>	<u>Percent Vested in Account</u>
-------------------------------------	--	----------------------------------

Less than two (2) years	0%
--------------------------------	-----------

Two (2) years	50%
----------------------	------------

Three (3) years	75%
------------------------	------------

Four (4) years or more	100%
-------------------------------	-------------

☐ Other Vesting Schedule for Basic Contributions (See Additional Provisions Addendum)

Vesting for Employer Discretionary Contribution

☐ 100% Vesting immediately upon Entry Date

<input type="checkbox"/>	<u>Full Years of Service With the Employer</u>	<u>Percent Vested in Account</u>
--------------------------	--	----------------------------------

____ years	____ %
------------	--------

____ years	____ %
------------	--------

____ years	____ %
------------	--------

____ years	____ %
------------	--------

____ years	____ %
------------	--------

____ years or more	____ %
--------------------	--------

Less than ____ () years	0 %
--------------------------	-----

____ () years or more	100 %
------------------------	-------

☐ Other Vesting Schedule for Discretionary Contributions (See Additional Provisions Addendum)

Vesting for Employer Matching Contribution

☐ 100% Vesting immediately upon Entry Date

<input checked="" type="checkbox"/>	<u>Full Years of Service With the Employer</u>	<u>Percent Vested in Account</u>
-------------------------------------	--	----------------------------------

Less than two (2) years	0%
--------------------------------	-----------

Two (2) years	50%
----------------------	------------

Three (3) years	75%
------------------------	------------

Four (4) years or more	100%
-------------------------------	-------------

Less than ____ () years	0 %
--------------------------	-----

____ () years or more	100 %
------------------------	-------

☒ Other Vesting Schedule for Employer Matching Contributions (See Additional Provisions Addendum)

IN WITNESS WHEREOF, the Employer has caused its duly authorized officer to execute this Amendment on the date noted below.

EFFINGHAM COUNTY, GEORGIA

By: _____

Title: _____

Date: _____

Staff Report

Subject: Approval of ACCG Retirement Plan Changes and Amendment

Author: Sarah Mausolf, Director

Department: Human Resources and Risk Management

Meeting Date: November 21, 2023

Item Description: Request to approve ACCG Retirement Plan Changes and Amendment

Summary Recommendation

After conducting a BOC Workshop (Tuesday, 6/20/2023) and further discussion at the BOC Retreat (Saturday, 8/26/2023), staff recommends implementing a few changes to our ACCG Retirement Plan to assist with retention and recruitment.

- Eliminate the 1 year wait for the matching contributions.

Employee 457(b)	Effingham County 401(a)
0	3% (base)
1%	4%
2%	5%
3%	6%
4%	7%
5%+	8%

Graduated Vesting Schedule

Years 0-2	0%
Year 2	50%
Year 3	75%
Year 4	100%

- Increase the County's matching contribution from 3% up to 5%.

Alternatives

1. Recommend approval of ACCG Retirement Plan Changes and Amendment.
2. Disapprove and provide staff with guidance on how to proceed.

Other Alternatives: None

Department Review: County Manager, Finance, and Human Resources.

Funding Source: Future budget amendment if needed.

Attachment: Effingham- R Adopting AA #2
Effingham AA Amend #2

Staff Report

Subject: Approval of Meritain Health Amendment to add Rx Smart Savings Program

Author: Sarah Mausolf, Director

Department: Human Resources and Risk Management

Meeting Date: November 21, 2023

Item Description: Request to approve Meritain Health Amendment to add Rx Smart Savings Program

Summary Recommendation

The Rx Smart Savings program aims to find generic prescription savings opportunities, coordinate generic alternatives between the provider, member, and pharmacy, and help employees save on prescription costs. The County implemented this program in May, but because the Truveris Amendment hadn't been signed due to legal language delays/back and forth between Meritain and Truveris, we couldn't sign this amendment until the 1/1/23 amendment was signed. Meritain Health gave us a \$3,000 Wellness Credit for joining the Rx Smart Savings Program.

Alternatives

1. Recommend approval of Meritain Health Amendment to add Rx Smart Savings Program.
2. Disapprove and provide staff with guidance on how to proceed.

Other Alternatives: None

Department Review: County Manager and Human Resources.

Funding Source: None

Attachment: Meritain Health Amendment to Administrative Services Agreement (ASA)- May 2023

**AMENDMENT TO
ADMINISTRATIVE SERVICES AGREEMENT**

Item XII. 17.

This Amendment to the Administrative Services Agreement (this “**Amendment**”) dated as of **May 01, 2023** (the “**Amendment Effective Date**”) amends the Administrative Services Agreement (the “**Agreement**”) entered into as of **January 01, 2021**, as amended, by and between Meritain Health, Inc. (“**Meritain**”) and **Effingham County Board of Commissioners** (“**Client**”) as follows:

1. FEE SCHEDULE

A. The Administrative Rates set forth under Section 1 of the Fee Schedule is hereby amended to add the following new Administrative Fees commencing as of **May 01, 2023** through **December 31, 2023**:

Administrative Services	Fee	Frequency of Occurrence
Rx Smart Savings	\$1.50	Per Employee Per Month

2. RX SMART SAVINGS SERVICE SCHEDULE

The Agreement is hereby amended by the addition of the following new RX Smart Savings Service Schedule attached hereto and incorporated herein.

3. MISCELLANEOUS

Any capitalized term not defined in this Amendment shall have the meaning ascribed to it in the Agreement. Except as specifically amended by the terms of this Amendment, all surviving terms, provisions, and fees of the Agreement are hereby ratified and confirmed and the Agreement, as modified by this Amendment, remains in full force and effect.

In **Witness Whereof**, the parties have executed this Amendment on the dates set forth below.

MERITAIN HEALTH, INC.

**EFFINGHAM COUNTY BOARD OF
COMMISSIONERS**

Michael S. Thomas

Name: Michael S. Thomas
Title: Regional President
Date: September 26, 2023

Name: _____
Title: _____
Date: _____

Subject to the terms and conditions of this Agreement including without limitation this RX Smart Savings Service Schedule (this “**Rx Schedule**”), the RX Smart Savings Services provided by Meritain are described below.

1. DEFINITIONS.

For the purposes of this RX Schedule, the following terms shall have the meaning set forth below:

- a. **Alternative Drug** shall mean an alternative or therapeutic alternative to a Target Drug that is recommended through the Rx Smart Savings Services.
- b. **Target Drug** shall mean prescribed drug by a Provider that has a case management opportunity for the Service Provider to recommend an Alternative Drug through the Rx Smart Savings Services.

2. RX SMART SAVINGS SERVICES.

- a. Meritain shall, through its authorized third-party vendor (the “**Service Provider**”):
 - i. perform regular review of pharmacy claims to identify Target Drugs;
 - ii. identify pharmacy claims meeting pre-determined criteria;
 - iii. contact prescribing Providers to review recommended Alternative Drugs;
 - iv. if prescribing Providers approve the recommended Alternative Drug, contact the applicable Participant to educate them as to the recommended Alternative Drug; and
 - v. provide assistance facilitating transmission of the new prescribed Alternative Drug to a pharmacy (the “**RX Smart Savings Services**”).

3. CLIENT OBLIGATIONS.

Client acknowledges and agrees that the Rx Smart Savings Services require the transmission of certain pharmacy claims data, including eligibility data (the “**Pharmacy Data**”) to Service Provider. Client specifically authorizes Meritain to provide the Pharmacy Data to Service Provider, and in the event that the required Pharmacy Data is in the possession of a third-party prescription benefit manager, or other third party, with which Client has directly contracted, Client shall arrange for such third-party to transmit the Pharmacy Data to Meritain or the Service Provider, as instructed by Meritain. Client acknowledges and agrees that the Rx Smart Savings Services cannot be performed without the Pharmacy Data, and that neither Meritain nor the Service Provider shall be liable for any failure to perform the Rx Smart Savings Services if the Pharmacy Data is not provided. Client acknowledges and agrees that the Rx Smart Savings Services require that the Service Provider contact Participants directly. Client specifically authorizes Meritain, through the Service Provider, to contact individual Participants for the purposes of the Rx Smart Savings Services. Client represents and warrants that the Plan Documents include the Rx Smart Savings Services and that each Participant has consented, through the enrollment process or otherwise, to the use of the Pharmacy Data relating to such Participant as contemplated herein.

4. AVAILABILITY OF SERVICES.

The availability of Rx Smart Savings Services are at all times subject to this Agreement between Meritain and the Service Provider. If at any time the Rx Smart Savings Services are no longer available to Meritain through the Service Provider, Meritain shall provide notice to Client. Upon the effective date specified in such notice neither Meritain nor Client shall have any further obligation under this RX Smart Savings Service Schedule, except for the payment of fees for services already provide

Staff Report

Subject: Approval of Voya Stop Loss

Author: Sarah Mausolf, Director

Department: Human Resources and Risk Management

Meeting Date: November 21, 2023

Item Description: Request to approve Voya Stop Loss

Summary Recommendation

Our broker, USI, was able to negotiate and get the Voya maximum claims total down more in line with the USI projection to \$5,757,462, while keeping the fixed costs down by 30%.

Alternatives

1. Approval of Voya Stop Loss
2. Disapprove and provide staff with guidance on how to proceed.

Other Alternatives: None

Department Review: County Manager and Human Resources.

Funding Source: Future budget amendment if needed

SERVICES CONTRACT

This Services Contract (the "**Agreement**") is entered into between Stealth Partner Group, LLC ("**Stealth**"), and [GROUP NAME] Effingham County Board of Commissioners ("**Group**"), and any such certain self-funded group health plan ("**GHP**"). Stealth, GHP, and Group are sometimes referred to individually as a "**Party**" and collectively as the "**Parties**." This Agreement is effective January 1, 2024 (the "**Effective Date**"), and is negotiated in the District of Columbia.

RECITALS

WHEREAS, Stealth has partnered with numerous parties to create Amwins Gene Therapy Solutions (the "Program") to provide certain cell and gene therapy benefits pursuant to a performance guarantee as set forth in this Agreement and indemnified by Amwins Gene Therapy Solutions (IC) LLC ("Company") under a Contractual Liability Insurance Policy ("CLIP");

WHEREAS, Group is establishing and maintaining a self-funded group health plan ("GHP") for its employees and dependents;

WHEREAS, Company has contracted with United States Fire Insurance Company ("Reinsurer") to provide certain reinsurance services for the Program;

WHEREAS, Group would like to participate in the Program; and

THEREFORE, in consideration of the mutual agreements and covenants contained in this Agreement and other good and valuable consideration the receipt of which is acknowledged, the Parties agree to the following:

AGREEMENT

SECTION 1: DEFINITIONS

The following are definitions of terms used in this Agreement. Other terms are defined where they are first used in this Agreement. Defined terms are capitalized when used in the defined context.

- 1.1 "**Claim**" means a covered expense that is (i) the responsibility of Stealth with respect to a Participant under the terms of this Agreement; and (ii) a Participant is diagnosed with a Covered Disease; and (iii) Covered Pharmaceuticals are prescribed with an intent to treat a Covered Disease; and (iv) a covered expense has been approved and Paid by the GHP or its third party administrator within the Claims Period, and submitted to Stealth within the Claims Period; and (v) Covered Pharmaceuticals are administered within the Benefit Period, and proof of administration, including date, are submitted to Stealth.
- 1.2 "**Participants**" means an individual entitled to receive benefits for services under the terms of the Group health plan at the time services are performed.

- 1.3 **“Paid Claims”** means the amount that Group’s third party administrator has (i) adjudicated pursuant to the terms of the Group’s SPD and paid for a Participant’s Claim in response to a request for payment of benefits under the GHP; and (ii) the funds are actually disbursed by the GHP prior to the end of the Claims Period. Paid Claim must be unconditional and directly made to the Participant’s health care provider(s). Payment will be deemed made on the date the payment is tendered by mailing (or by other form of delivery) a draft or check; and the account upon which the payment is drawn contains, and continues to contain, sufficient funds to permit the check or draft to be honored by the institution upon which it is drawn.
- 1.4 **“Proprietary Materials”** means Stealth’s proprietary and confidential records, documents, lists, books, recorded information, data stored on data processing media, trade secrets, symbols, trademarks, service marks, systems, formats, programs, procedures, protocols, contract forms, pricing data, deidentified data, utilization information, fee schedules, reasonable and customary charges profiles, designs, and business plans.
- 1.5 **“SPD”** means summary plan description and is a written summary of the terms and benefits of the GHP available to Participants. An SPD will not be prepared by Stealth. A Group health plan with different benefit plan options may describe those options in one SPD or in separate SPDs for each alternative benefit plan option.
- 1.6 **“Term”** means the period of time this Agreement remains in effect. The initial Term is defined in Section 4.1 of this Agreement and the Agreement may renew for subsequent twelve (12) month periods, each of which is referred to as a Term. If the Agreement is terminated early for any reason prior to the expiration of a full twelve (12) month period, the shorter period between the first day of the Term and the date the Agreement is terminated is the Term.

SECTION 2: RELATIONSHIP OF THE PARTIES

- 2.1 **Stealth Acting in Ministerial Capacity Only.** Except as may otherwise be expressly provided in this Agreement, the Parties acknowledge and agree that Stealth is acting solely in a ministerial capacity in performing Stealth’s duties and obligations under this Agreement and will have no fiduciary duties with respect to the administration of the Group’s health plan. While Stealth may facilitate and coordinate the various relationships, Stealth does not have discretionary authority over the Program. Stealth will not be responsible for advising Group with respect to their fiduciary duties under the Agreement or form making any recommendations with respect to the investment of Group health plan assets.

- 2.2 **Stealth is Not Insuring any Group Liabilities.** Stealth does not insure or underwrite any liability associated with the GHP and will have not financial risk or liability with respect to the provision of benefits under the GHP, subject to the delivery and acceptance of the Specified Specialty Pharmaceutical Performance Guarantee (defined below).
- 2.3 **Authority.** Group grants Stealth the authority to serve as an agent of the Group in performing Stealth's duties under this Agreement, but only those Stealth duties that are expressly stated in this Agreement or as mutually agreed in writing by the Parties.
- 2.4 **Stealth is an Independent Contractor.** Stealth is and will remain an independent contractor with respect to the services being performed under the terms of this Agreement and will not for any purpose be deemed an employee of Group, and Stealth will not be deemed to be a partner or to be governed by any legal relationship other than that of independent contractor. Stealth does not assume any responsibility for the general policy design of the Group health plan, the adequacy of the funding thereof nor any act, omission, or breach of duty by Group.

SECTION 3. COMPENSATION AND ADOPTION OF BENEFIT DISBURSEMENT TERMS

- 3.1 **Specified Specialty Pharmaceutical Benefit Disbursement Terms.** The Parties hereby incorporate the terms of the Specified Specialty Pharmaceutical Benefit Disbursement Terms ("Disbursement Terms") attached to this Agreement as Exhibit B. The terms of the Disbursement Terms will control the terms of Program and the ability for the Group to receive payment for any covered expenses. Group acknowledges that to participate in the Program, Group must place its commercial employer stop-loss policy through Stealth, and that policy may not exclude or otherwise limit reimbursements for the therapies outlined in Exhibit B.
- 3.2 **Compensation.** Group will pay to Stealth \$1.99 per covered employee per month to participate in the Program.

SECTION 4. TERM OF AGREEMENT

- 4.1 **Term.** The initial term of this Agreement will commence on the Effective Date and terminate after twelve (12) months, unless terminated sooner as outlined under Section 5.

- 4.2 **Renewal.** After the completion of the initial twelve (12)-month period, this Agreement may renew for an additional twelve (12) month period subject to the execution of a new Agreement

SECTION 5. TERMINATION AND MODIFICATION

- 5.1 **Termination Without Cause.** A Party may terminate this Agreement without cause by giving the other Party at least sixty (60) days prior written notice to the other Party prior to start of a new Term.
- 5.2 **Termination For Cause.** This Agreement terminates, and Stealth's obligations will cease upon such termination, in accord with any of the following:
- (a) thirty (30) days after written notice has been given by Stealth to Group, or by Group to Stealth, of the breach of material obligations under this Agreement; provided that such breach has not been cured within such thirty (30) day period. Notwithstanding the foregoing, Group's default in any payment under this Agreement will be subject to termination under Section 5.2.b.
 - (b) immediately if Group ceases to be a client of Stealth in relation to the placement of any purchased stop-loss policy. The termination of this Agreement will be the last day that Stealth is the general agent for the Group's stop-loss policy.
 - (c) upon thirty (30) days written notice, in Stealth's sole discretion, if the Group fails to pay:
 - a. Payment due under this Agreement, or any other agreements that are a part of the Program.
 - b. Administrative fees, charges or other amounts due to Stealth under the terms of this Agreement.
 - (d) Upon five (5) business days written notice, in Stealth's sole discretion:
 - a. if the Group assigns this Agreement, unless such assignment had Stealth's prior approval in writing; or
 - b. if Group is sold (including a sale of substantially all assets of Group) or merges, unless such sale or merger had Stealth's prior approval in writing. Stealth will not unreasonably withhold any such approval.

(e) As of the effective date of any law, regulation or interpretation of any law or regulation is enacted which prohibits the continuance of this Agreement, as interpreted by Stealth.

(f) Immediately, if Group terminates the Group Health Plan.

(g) Within ten (10) days following the occurrence of any of the following if not reversed or cured prior to the expiration of the ten (10) day period:

- a. a finding or admission that Group or the Group Health Plan is insolvent;
- b. the date that Group or Group Health Plan files for protection provided under any bankruptcy law;
- c. the date that Group or Group Health Plan's creditors seek to have Group or Group Health Plan declared bankrupt or placed under the protection of a Bankruptcy Court; or
- d. the date that Group or Group's creditors seek to have a receiver appointed to manage Group's business.

5.3 **Other Rights to Terminate.** Stealth's right to terminate under this Section 5 will be in addition to and not a limitation of any right to terminate (or right to offset) under any other provisions of this Agreement.

5.4 **Late Payment and Reinstatement.** Any payment received by Stealth after termination of this Agreement will be deposited for security purposes only and will not be deemed to have been accepted for reinstatement or as an accord and satisfaction. This Agreement will be reinstated only upon the written endorsement of Stealth, Company and Reinsurer.

5.5 **Modification.** Except as otherwise specifically provided in this Agreement, this Agreement may be modified only by a written agreement signed by an authorized representative of each Party.

SECTION 6. SERVICES During the Term of this Agreement and any period of run out, Stealth will support the Group in various stop-loss procurement services and reimbursement of certain gene therapy treatments as set forth in Exhibit A of this Agreement, which includes: (a) stop-loss policy placement; (b) evaluate new drugs; (c) work with captive managers/actuaries; (d) coordinate with Company on applicable disbursements and reimbursements; and (e) premium collection/ remittance. Stealth's services under this agreement are contingent on the Group procuring a stop-loss policy that does not exclude or otherwise limit access to the treatments and therapies outlined in Exhibit B to this Agreement.

SECTION 7. GENERAL

- 7.1 **Licenses.** Each Party will maintain in good standing, at its own cost, licenses required by all applicable statutes, regulations, and local jurisdictions. Each Party will notify the other Party of its knowledge of any event which might lead to the suspension or revocation of any licenses which relate to this Agreement, or its knowledge of the actual suspension, revocation, lapse or non-renewal of any licenses required of a Party by applicable state law. If a Party fails to obtain and maintain the appropriate licenses or fails to comply with the applicable statutes, the Parties will work in good faith to ensure that any impact to an insured is minimized.
- 7.2 **Compliance with Laws.** Each Party will comply with all applicable federal and state laws, regulations, and local rules that apply to this Agreement, and shall indemnify, defend and hold the other party harmless for its failure to do so. Further, Each Party will comply with all applicable federal and state laws, rules and regulations governing privacy security, confidentiality, integrity and/or data protection, including but not limited to, as applicable, the Gramm-Leach-Bliley Act of 1999 (GLBA), the Health Insurance Portability and Accountability Act of 1996 (HIPAA), and regulations issued thereunder, the Health Information Technology for Economic and Clinical Health Act (the “HITECH ACT”), as incorporated in the American Recovery and Reinvestment Act of 2009 and regulations issued thereunder, the Insurance Information and Privacy Protection Act, (IIPPA), any applicable state privacy law. Neither Party shall be liable to the other party for reimbursement of any regulatory or compliance related fine or penalty assessed against the other Party unless such fine and/or penalty is the direct result of a wrongful act of that Party. [In event that either Party incurs a regulatory or compliance related fine and/or penalty as a sole result of the actions of the other Party, then the other party shall be responsible for reimbursing the affected party for the full amount of any such regulatory fine or penalty and any attorneys' fees incurred by such party in connection with any such fine or penalty.]
- 7.3 **Indemnification.** Each Party hereto agrees to indemnify, defend and hold harmless the other Party, their directors, officers and employees from any loss or damage, including reasonable attorney’s fees, which solely result from, arise out of or are caused by the indemnifying party’s negligence, misconduct or breach of this Agreement, or from the failure of the indemnifying party to comply with any applicable federal or state laws, rules or regulations, except to the extent any such loss, damage or expense is found in a final judgment by a court of competent jurisdiction(not subject to further appeal) to have resulted directly and solely from the failure of the non-indemnifying Party to act in good faith or its fraud, criminality, or willful misconduct. Each Party hereto agrees to immediately notify the other Party upon receipt of service of

process or other notice for any suit or claim. The Party which is to be indemnified shall have the right to approve counsel used to defend said indemnified Party pursuant to this paragraph.

- 7.4 **Limitation of Liability.** Notwithstanding anything in this Agreement to the contrary and any Business Associate Agreement provisions for indemnification and hold harmless related to HIPAA, Group agrees that in no event will it seek to hold Stealth liable or responsible for amounts related to (i) any claims, for incidental, lost profits, consequential, or any similar damages or lost profits related to the services provided by Stealth under this Agreement of any kind or (ii) any damages, whether directly in contract, tort or otherwise, or through a claim for indemnity or contribution, in excess of the annual aggregate amount of any fees paid to Stealth for this engagement in the year the action or inaction leading to the loss first occurs, even if Stealth has been advised of the possibility of such damages. Notwithstanding the preceding, nothing will prohibit a group from making any claim as against the Performance Guarantee provided in Exhibit B.
- 7.5 **Insurance.** Each Party will obtain, at its own cost, and keep in force adequate policies providing comprehensive general liability and other insurance in amounts consistent with industry standards as may be necessary to insure the Party and its agents and employees against any claim or claims for damages arising out of the performance of its obligations under this Agreement. If any Party procures one or more claims-made policies to satisfy its obligations under this Agreement, the Party will obtain any extended reporting endorsement (“tail coverage”) required to continuously maintain such coverage in effect for all acts, omissions, events or occurrences during the Term of this Agreement, without limit or restriction as to the making of the claim or demand. Evidence of the insurance coverage required under this Section will be made available to a Party upon request.
- 7.6 **Joint Ownership of Records; Confidentiality.** The Parties agree that records and documents that include proprietary information from both Parties and that constitute “protected health information” as that term is defined in 45 CFR 160.103 and that pertain to administration of the GHP will be and remain the joint property of the GHP and Stealth. All Stealth Proprietary Materials are the sole property of Stealth, and all Group and GHP Proprietary Materials are the sole property of the Group and GHP. Each Party will have the right to protect the confidentiality of the Proprietary Materials and will not be required to make such Proprietary Materials available to anyone. Each Party agrees to maintain the confidentiality of any Proprietary Materials the other Party provides, and the Party will not provide any Proprietary Materials to any other person, including any data extracts or summary information, except to the extent such Proprietary Materials have been made available to the public without fault of the Party. In the event of a termination of this Agreement, Stealth will cooperate with the Group to provide copies of certain requested

jointly owned information. Group agrees to reimburse Stealth for the reasonable cost of such assistance and copies.

In performing its obligations pursuant to this Agreement, each Party may have access to and receive certain non-public information about the other Party and its affiliates which are considered confidential or proprietary to the disclosing Party.

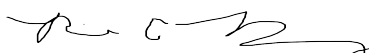
- 7.7 **Records Retention.** Each Party agrees to maintain adequate books and records concerning the services provided hereunder in accordance with applicable laws and prudent standards of insurance record keeping, and further agrees to provide the other Party with necessary reports regarding the services it performs.
- 7.8 **Entire Agreement.** This Agreement, its Addenda and Exhibits supersede and replace all prior oral or written agreements, if any, between Group and Stealth and is the entire agreement between the Parties.
- 7.9 **Non-Waiver.** The failure or refusal of any Party to enforce or enjoin any breach or violation of any provision of this Agreement will not be a waiver of that Party's right to enforce any subsequent breach.
- 7.10 **Severability.** In the event any one or more of the terms, conditions or provisions contained in the Agreement or any application thereof is declared invalid, illegal or unenforceable in any respect by any arbitrator or court of competent jurisdiction, the validity, legality or enforceability of the remaining terms, conditions or provisions of this Agreement and any other application thereof will not in any way be affected or impaired thereby, and this Agreement will be construed as if such invalid, illegal or unenforceable provisions were not contained herein.
- 7.11 **Restriction on Assignment.** No Party will assign or transfer any of its rights, or delegate any of its duties or obligations hereunder, directly or indirectly, without the prior written consent of the other Parties. A Party may, with the prior written consent of the other Parties, assign this Agreement in its entirety to any person or entity, other than a direct competitor of a Party, which acquires the business of the assigning Party or with which the Party merges or is consolidated or affiliated, provided that the permitted assignee agrees in writing to be bound by the terms of this Agreement. Any attempted assignment, transfer or delegation in violation of this paragraph will be null and void.
- 7.12 **Notices.** Except for endorsements or amendments to this Agreement (which would be effective on the endorsement or amendment effective date), all notices, requests, demands, and other communications required or permitted to be given or made under the Agreement will be in writing and will be

effective on the date of actual hard copy receipt (including by confirmed email receipt), and will be sent to Group or Stealth, as the case may be, to such address, person, or entity as set forth below, or as any Party will designate by notice to the other Parties in accordance herewith.

- 7.13 **Binding Effect.** This Agreement shall be binding on the Parties and their respective heirs, executors, administrators, successors and assigns. Neither Party may assign its rights or obligations hereunder without the prior written consent of the other party, which consent shall not be unreasonably withheld, delayed or conditioned.
- 7.14 **Disaster Recovery Plan.** While this Agreement is in effect, each Party, or their designated agent, shall have in place a disaster recovery plan that a Party will implement after a disaster occurs. The plan must outline the necessary steps that the Party will take to completely restore all data related to and business applications needed to resume a Party's responsibilities under this Agreement. The plan must also indicate the number of times a comprehensive test-run will occur annually.
- 7.15 **Choice of Law.** This Agreement is governed by and shall be construed and enforced under the laws of the District of Columbia.
- 7.16 **No Third-Party Beneficiaries.** Nothing in this Agreement, express or implied, is intended to confer on any person, other than the Parties hereto, any right or remedy of any nature whatsoever; and nothing in this Agreement will create, or be deemed to create, any rights, obligations or legal relationship between Stealth and any Participant.
- 7.17 **Force Majeure.** No Party will be deemed to be in violation of this Agreement if it is prevented from performing its obligations by events beyond its control including, without limitation, acts of God, war or insurrection, terrorism, flood or storm, strikes, or rule **or** action of the government or agency. The Parties will make a good faith effort, however, to assure Participants have access to services under the Program.
- 7.18 **Counterparts.** This Agreement may be executed in one or more counterparts, each of which will be deemed an original, and all of which together will constitute one and the same instrument.

Stealth Partner Group, LLC:

Signature:



Name and Title: Riva Dumeny Division Chief Operating Officer

Date:

10/25/2023

Employer:

Signature:

Name and Title:

Date:

EXHIBIT A
Schedule of Services

Stealth's services consist of the following:

- Conduct strategic planning sessions to review performance of Client's stop-loss coverage and establish future objectives and strategies to manage Group's stop-loss coverage to which this Agreement applies.
- Meet with the Group's key designated representatives to discuss strategy and open items.
- Develop mutually agreeable renewal action plan and timeline that meets the Group's stated objectives.
- Keep the Group informed of significant changes and/or trends in the stop-loss marketplace.
- Analyze factors driving Group's stop-loss costs, and review utilization reports to determine causes of cost increases and develop mitigation strategies for the same.
- Benchmark various gene therapy treatments and evaluate the addition of new drugs and therapeutics for inclusion within the program.
- Coordinate with captive managers and actuaries to ensure accurate and appropriate pricing for the therapies and program costs.
- Collect, validate, and submit all payments under the Program to Company per the terms of the CLIP and this Agreement. The Company will then remit payment, minus retail broker compensation and Company fees to Reinsurer.
- Lead Program claim presentation process. Prior to submission of a Paid Claim to Company for payment, Stealth will review the claim to ensure that it is accurate and appropriate for submission. Stealth may work with the GHP and its third party administrator to ensure that each claim is appropriate for submission.
- Ensure proper distribution of reimbursement under the Program. Only after Stealth receives a payment from the Reinsurer through the Company, will Stealth remit payment to the appropriate beneficiary (typically the Group or the Group's stop-loss carrier). Stealth and Company will not be responsible for any distributions or reimbursements unless the same are received from the Reinsurer. Stealth and Company makes no representation as to the financial viability or security of Reinsurer.

EXHIBIT B.**Specified Specialty Pharmaceutical Benefit Disbursement Terms****DATE OF COVERAGE:**

January 1, 2024

Employer Name and Address:

Effingham County Board of Commissioners

601 North Laurel Street

Springfield, GA 31329

PREPARED BY:

Amwins Gene Therapy Solutions

PROGRAM STRUCTURE

Where Employer funds the program as outlined herein,

PROPOSED AGREEMENT TERM AND CONDITIONS:

The term will begin on _____ for a twelve-month period at the principal address of the Employer. The term will utilize a first dollar risk structure and allow for a run out period equal to twelve (12) months from the date that the Employer attaches to the underlying Agreement.

CLAIM BASIS:

Eligible Covered Pharmaceutical Expenses that are:

- a. For a Participant Diagnosed with a Covered Disease and the Covered Pharmaceutical is dispensed from a pharmacy or provider approved by the Reinsured for a Covered Plan and is initially administered during the applicable Treatment Period
- b. For a Participant born within the Agreement Period or Run-In Period, if applicable, provided they do not have an existing diagnosis for Covered Diseases.
- c. Submitted to Stealth within the Claims Period.

The Benefit Period for a Covered Pharmaceutical shall be limited to the following: Agreement Year; and Treatment Period; and Claims Period:

The Treatment Period in the case of Covered Pharmaceutical Zolgensma® will commence on the first day of the Agreement Year and will end twelve (12) months following the expiration of the Agreement

Year, provided that the Participant is born within the Agreement Year and the Covered Pharmaceutical is initially administered to a Participant within the Treatment Period.

The Treatment Period in the case of Covered Pharmaceutical Luxturna® will commence on the first day of the Agreement Year and will end twelve (12) months following the expiration of the Agreement Year, provided that the Participant is diagnosed within the Agreement Year and the Covered Pharmaceutical is initially administered to a Participant within the Treatment Period.

The Treatment Period in the case of Covered Pharmaceutical Spinraza® will commence on the first day of an Agreement Year and will end twenty-four (24) months following the expiration of the Agreement Year, provided that the Participant is born within the Agreement Year and the Covered Pharmaceutical is initially administered to a Participant within the Treatment Period.

The Treatment Period in the case of Covered Pharmaceutical Zynteglo® will commence on the first day of the Agreement Year and will end twelve (12) months following the expiration of the Agreement Year, provided that the Participant is diagnosed within the Agreement Year and the Covered Pharmaceutical is initially administered to a Participant within the Treatment Period.

The Treatment Period in the case of Covered Pharmaceutical Skysona® will commence on the first day of the Agreement Year and will end twelve (12) months following the expiration of the Agreement Year, provided that the Participant is diagnosed within the Agreement Year and the Covered Pharmaceutical is initially administered to a Participant within the Treatment Period.

The Claims Period will commence on the first day of the Agreement Year and will end twenty-four (24) months following the expiration of the Agreement Year. Claims for Covered Pharmaceuticals administered in the applicable Treatment Period must be paid and submitted to OutcomeRx within the Claims Period.

Solely with respect to individuals treated with the Covered Pharmaceutical Zolgensma or Spinraza, Participants shall also include individuals born within the Run-In Period; provided they do not have an existing diagnosis for Covered Diseases, in which case, each of the Agreement Year, Treatment Period and Claims Period are deemed to include the period between the Run-In Period and the date of such Participant's birth. The Run-In Period is the ninety (90) day period immediately prior to (1) the commencement for the initial Agreement Year or (2) the date a Participant is first covered by a Covered Plan during the Agreement Year.

COVERED PLANS:

Commercial Employer Stop Loss Policies that include coverage for the Covered Pharmaceuticals (and are produced by Stealth Partner Group, LLC)

All other population types are excluded unless specifically listed above.

RETENTION AND LIMITS

100% of Net Loss per Participant

COVERED DISEASES, COVERED PHARMACEUTICALS & MAXIMUMS

COVERED DISEASES	COVERED PHARMACEUTICALS	MAXIMUM PAYABLE PER COVERED PERSON PER BENEFIT PERIOD
Spinal Muscular Atrophy ("SMA") Type 1 and Type 2	<ul style="list-style-type: none"> Zolgensma Spinraza 	\$2,200,000
Leber Congenital Amaurosis ("LCA")	<ul style="list-style-type: none"> Luxturna 	\$850,000
Cerebral adrenoleukodystrophy ("CALD")	<ul style="list-style-type: none"> Skysona 	\$3,000,000
Transfusion Dependent Beta Thalassemia ("TDT")	<ul style="list-style-type: none"> Zynteglo 	\$2,800,000

EXCLUSIONS:

- Liabilities for a Covered Disease diagnosed and prescribed a Covered Pharmaceutical prior to the Agreement Year.
- Solely with respect to Covered Pharmaceuticals Zolgensma and Spinraza, Covered Expenses for a Participant born prior to the Agreement Year or, if applicable, the Run-In Period.
- Solely with respect to Covered Pharmaceuticals Luxturna®, Zynteglo® and Skysona®, Covered Expenses for a Covered Person Diagnosed with a Covered Disease prior to Agreement Year.
- Expenses for Covered Pharmaceuticals that are administered "off-label" or outside of the proposal approved by the Food & Drug Administration (FDA). Approved indications are defined as the following and additional exclusions may apply:
 - Zolgensma - FDA U.S. Food and Administration Vaccines, Bloods and Biologics. Zolgensma Prescribing Information. Version: May 2019 <https://www.fda.gov/media/126109/download> [Accessed July 2020].
 - Luxturna - FDA U.S. Food and Drug Administration Vaccines, Bloods and Biologics. Luxturna Prescribing Information. <https://www.fda.gov/media/109906/download> [Accessed July 2020].
 - Spinraza - FDA US Food and Drug Administration. Drugs@FDA FDA-Approved Drugs. Spinraza Prescribing Information. Version: June 2020 https://www.accessdata.fda.gov/drugsatfda_docs/label/2020/209531s010lbl.pdf [Accessed July 2020].
 - Zynteglo® - FDA U.S. Food and Administration Vaccines, Bloods and Biologics. ZYNTGLO® Prescribing Information. Version: August 2022 <https://www.fda.gov/media/160991/download> [Accessed April 2023].
 - Skysona® - FDA U.S. Food and Administration Vaccines, Bloods and Biologics. SKYSONA® Prescribing Information. Version: September 2023 <https://www.fda.gov/media/161640/download> [Accessed April 2023].

5. Expenses for Spinraza® initially approved for a Participant over two years of age.
6. Covered Expenses incurred while the Covered Plan is not in force for the Participant, or for a person not covered under the Covered Plan.
7. Deductibles, co-payment amounts, or any other expenses which are not payable under the terms of the Covered Plan or expenses which are payable by the Covered Plan, or to the Covered Plan from any other source.
8. Extra-contractual Obligations / Expenses resulting from any extra or non-contractual damages or legal fees and expenses for the defense thereof, or any fines or statutory penalties.
9. Legal expenses of any kind or description, including legal expenses related to or incurred for the confinement of a Participant or any compulsory process to adopt, abstain from, or cease to continue a particular mode of treatment, care or therapy.
10. Expenses arising out of, caused by, contributed to or in consequence of war, declared or undeclared, or any act or hazard of such war.
11. Claim payments not administered or paid according to the Covered Plan, or for which there is no documented proof of loss, unless the payment was authorized in writing by the Company.
12. Unless approved by Reinsurer, Business derived from any pool, association, including joint UW associations, syndicate, exchange, plan or other facility directly as a member, subscriber or participant, or indirectly by way of reinsurance or assessments; unless otherwise indicated in the Covered Plan section above.
13. Solely with respect to Covered Plans providing benefits pursuant to Medicaid, amounts otherwise included in the definition of Covered Expenses by virtue of the inclusion of the "Run-In Period" to the definition of the Agreement Year, Benefit Period, Claims Period, Covered Person and/or Treatment Period.
14. Assumed Reinsurance
15. Excess Policy Limits
16. Ex-Gratia Payments
17. Covered expenses incurred after a policy terminates due to non-payment of premium unless the reinsurer authorizes reinstatement of the policy in writing.
18. Covered expenses that constitute reimbursable benefits under a separate stop loss or excess loss policy between the reinsurer and covered plan.

PERFORMANCE GUARANTEE

1. **Stealth guarantees that Group's funding of its Specified Pharmaceutical Benefit Plan as described herein shall not require additional funding from what is specified in Section 3 of the Services Agreement to which this Exhibit B is also attached.**
2. This Performance Guarantee is subject to cancellation or revision prior to the acceptance of the guarantee pursuant to Section 7 below.
3. Stealth will collect such appropriate fees and costs as outlined in this Agreement, and will distribute such disbursements and applicable reimbursements as necessary for the administration of the Amwins Gene Therapy Solutions program. Stealth will distribute any applicable disbursements and reimbursements only after it receives such disbursements and reimbursements from the Company as they are defined in the Agreement, and will not be liable or responsible to any party for such disbursements and reimbursements unless they are actually received.

4. After diligent and complete review, all the information provided and/or to be provided as requested in this Performance Guarantee to evaluate the risk is true and complete; that any agreement issued is in reliance upon the truth of such statements, declarations, and representations; and that such statements, declarations, and representations will form a part of the Agreement.
5. Employer will cooperate in any requests for information including, but not limited to, the validation of any claim or request for disbursement. Any inaccuracy known by the employer or the employer's broker at the time of providing such information or failure to disclose any such known information, including all claims or potential claims, paid or pending, can change the terms, conditions or premiums, or can void applicability.
6. Nothing herein, express or implied, is intended to confer to any person, other than the parties hereto, any right or remedy of any nature whatsoever; and nothing will create, or be deemed to create, any rights, obligations or legal relationship between the parties.
7. The receipt of the first month's funding and deposit of any check drawn in connection with this Performance Guarantee shall constitute an acceptance of liability.

Upon receipt and acceptance of the following items, the guarantee will be effective for all Participants not explicitly excluded by the Exclusion criteria herein:

1. First month's funding, and
2. Fully executed copy of this Performance Guarantee

All individuals under covered business, enrolled in the plan and meeting the eligibility definitions are covered.

The guarantee provided herein is based upon information provided by the employer or the employer's broker. Upon signing this Performance Guarantee, the guarantee is effective as of the beginning of the Agreement Term. In the event of any differences in terms between the Performance Guarantee and the Agreement, the Agreement language will supersede this Performance Guarantee. This Performance Guarantee will become part of the Agreement when issued.

By signing below, the employer's representative agrees to the terms as stated herein and warrants they are duly authorized to execute this acceptance on behalf of the employer:

Stealth Partner Group, LLC:

Signature: _____

Name and Title: Riva Dumney Division Chief Operating Officer

Date: _____

Employer: _____

Signature: _____

Name and Title: _____

Date: _____



Effingham County Board of Commissioners
Medical Plan
Self-Funded Rates & Factors - Firm Proposals
January 1, 2024 Renewal Date

Item XII. 18.

AMWINS Proposals Options 1

Stop Loss Outline			Current	Revised Renewal	Option 1	Option 2
TPA / Network Name			Meritain / Aetna	Meritain / Aetna	Meritain / Aetna	Meritain / Aetna
Stop Loss Carrier			Sun Life Financial Group	Sun Life Financial Group	Voya	Symetra
Specific Stop Loss (SSL)			\$125,000	\$125,000	\$125,000	\$125,000
Contract Basis			12/15	12/15	24/12	24/12
Coverages Included			Med/Rx	Med/Rx	Med/Rx	Med/Rx
Aggregate Stop Loss (ASL)			125%	125%	120%	125%
Contract Basis			12/12 with TLO	12/12 with TLO	12/12 with TLO	12/12 with TLO
Coverages Included			Med/Rx	Med/Rx	Med/Rx	Med/Rx
Rate Cap			40%	40%	40%	50%
No New Laser			Yes	Yes	Yes	Yes
Lasers			None	None	None	None
Aggreagte Accomodation			Included	Included	Included	Included
Disclosure Status				FIRM through 10/26/2023	FIRM through 10/11/23	FIRM through 10/19/23
Fixed Costs						
Administration	Employee	249	\$39.45	\$44.15	\$44.15	\$44.15
	Employee + Spouse	38	\$39.45	\$44.15	\$44.15	\$44.15
	Employee + Child(ren)	62	\$39.45	\$44.15	\$44.15	\$44.15
	Employee + Spouse & Child(ren)	57	\$39.45	\$44.15	\$44.15	\$44.15
	Add. Fees & Credits		(\$3,000)	(\$3,000)	(\$3,000)	(\$3,000)
Annual Total			\$189,200	\$212,099	\$212,099	\$212,099
Percentage Change				12.1%	12.1%	12.1%
Specific SL Premium	Employee	249	\$184.19	\$179.96	\$117.80	\$152.29
	Employee + Spouse	38	\$447.71	\$437.43	\$244.29	\$303.35
	Employee + Child(ren)	62	\$383.76	\$374.95	\$195.43	\$268.49
	Employee + Spouse & Child(ren)	57	\$660.92	\$645.75	\$465.65	\$455.65
	Aggregate SL Premium	Employee	249	\$8.67	\$8.67	\$14.54
	Employee + Spouse	38	\$8.67	\$8.67	\$14.54	\$5.99
	Employee + Child(ren)	62	\$8.67	\$8.67	\$14.54	\$5.99
	Employee + Spouse & Child(ren)	57	\$8.67	\$8.67	\$14.54	\$5.99
	Annual Total			\$1,534,342	\$1,500,085	\$998,126
Percentage Change				-\$34,258	-\$536,216	-\$400,368
				-2.2%	-34.9%	-26.1%
Annual Total Fixed Costs			\$1,723,543	\$1,712,183	\$1,210,225	\$1,346,073
Percentage Change				-\$11,359	-\$513,318	(\$377,469)
				-0.7%	-29.8%	-21.9%
Claims Liability						
Maximum Claims	Employee	249	\$739.89	\$739.89	\$793.63	\$725.50
	Employee + Spouse	38	\$1,502.56	\$1,502.56	\$1,580.92	\$1,445.21
	Employee + Child(ren)	62	\$1,294.57	\$1,294.57	\$1,399.19	\$1,279.07
	Employee + Spouse & Child(ren)	57	\$2,195.95	\$2,195.95	\$2,374.56	\$2,170.72
Laser Liability			\$0	\$0	\$0	\$0
Annual Total			\$5,361,149	\$5,361,149	\$5,757,462	\$5,263,210
Percentage Change				\$0	\$396,314	(\$97,938)
				0.0%	7.4%	-1.8%
Total Cost						
Annual Total Expected Costs			\$6,012,462	\$6,001,102	\$6,008,110	\$5,556,642
Change from Current				(\$11,359)	(\$4,352)	(\$455,820)
Percentage Change				-0.2%	-0.1%	-7.6%
Annual Total Maximum Costs			\$7,084,691	\$7,073,332	\$6,967,687	\$6,609,284
Change from Current				(\$11,359)	(\$117,004)	(\$475,408)
Percentage Change				-0.2%	-1.7%	-6.7%
Runout Claims			\$536,115	\$536,115	\$599,736	\$526,321
Runout Fees			\$16,017	\$17,925	\$17,925	\$17,925
Total Runout Liability (not included in totals above)			\$552,132	\$554,040	\$617,661	\$544,246

Notes

- Additional fees may apply in the case of change in administrators, move to fully insured, or other termination of a third party.
 - Amwins Gene Therapy Rider (GTSS) program) includes coverage for multiple gene therapy drugs for a \$1.99 pepm fee.
- Moving from 12/15 Gapless to 24/12 contract
Claims incurred 1/1/2023 through 12/31/2023 and paid 1/1/2023 through 3/31/2024 will apply to the prior Stop Loss carrier.
Claims incurred 1/1/2023 through 12/31/2023 and paid 4/1/2024 through 12/31/2024 will apply to the Voya Stop Loss Coverage.
Claims incurred 1/1/2024 through 12/31/2024 and paid 1/1/2024 through 12/31/2024 will apply to the Voya Stop Loss Coverage.

Medical Marketing Results

Marketing Results & Recommendations – Medical Stop Loss

- USI marketed with 24 Stop Loss carriers. The best options are presented.
- Symetra 24/12 contract quote shows a 25.7% savings on Specific SL premiums, creating an overall premium savings of \$394K. They set the claims liability to \$5,257,121. The total expected cost is \$5,557,778 which is a 7.6% reduction over current.
- Voya 24/12 contract quote shows a 37.3% savings on Specific SL premiums, creating a premium savings of \$572K. We feel we can get Voya to improve their 2024 projected claims based on our own internal underwriting, and competitive market data. The total expected cost is \$6,032,761 which is only a .2% increase over current.
- The SunLife contract is a gapless contract. There are definitely some advantages to having this type of contract at renewal. The problem arises when you have to move away from the incumbent carrier when a gapless coverage is present. The Voya 24/12 contract provides savings of \$572k, but also allows for substantial protection from a potential claim falling through the gap. USI suggests moving to Voya. Additionally, we propose considering also including the Gene Therapy Program GTS-5 with Amwins.
 - Maximum payable per covered person per benefit period are \$850,00 for Luxturna, \$2,200,000 for Zolgensma and Spinraza, \$2,800,000 for Zynteglo and \$3,000,000 for Skysona. The cost of the program is \$1.99 PEPM.
 - The estimated cost for program is a little more than \$10,000/year. The benefit really lies in the prevention of a higher stop loss renewal the following year by reducing the overall loss and claims history for the client and the carrier.



Effingham County Board of Commissioners
Stop Loss Market Review List
January 1, 2024 Renewal Date

Carrier	Coverage Requested	Status	Notes
SunLife - Incumbent	Stop Loss	Presented	Revised SL rates from +12% to -2.2%
AmWins Quotes			
Voya	Stop Loss	Presented	Proposed a -31.7% and -37.3% quotes in comparison to current SL rates
IOA Re	Stop Loss	Presented	Proposed a -37.8% quote, SL integration fees will apply
IISI	Stop Loss	Presented	Proposed a -26% quote, SL integration fees will apply
Summit Re	Stop Loss	Presented	Proposed a -24% quote, SL integration fees will apply
USI Alternative Quotes			
Symetra	Stop Loss	Presented	Proposed a -14.2% quote on Spec. Premium, and -1.7% for Aggregate Liability
Crum & Foster	Stop Loss	Presented	Proposed a -12% quote in comparison to current SL rates
HM Life	Stop Loss	Received	Uncompetitive rates
Berkshire Hathaway	Stop Loss	Declined	Uncompetitive rates
Optum	Stop Loss	Declined	Uncompetitive rates
SwissRe	Stop Loss	Declined	Uncompetitive rates

Notes

1. Multiple Stop Loss carriers quoted and DTQ Effingham County's renewal coverage. The carriers listed above are USI's preferred and most competitive offers for Effingham's 2024 Stop Loss renewal.



Effingham County Board of Commissioners
Medical Plan
Self-Funded Rates & Factors - Firm Proposals
January 1, 2024 Renewal Date

January 1, 2024 Renewal Date			AMWINS Proposal		AMWINS Proposal		
Stop Loss Outline			Current	Revised Renewal	Option 1	Option 2	Option 3
TPA / Network Name			Meritain / Aetna	Meritain / Aetna	Meritain / Aetna	Meritain / Aetna	Meritain / Aetna
Stop Loss Carrier			Sun Life Financial Group	Sun Life Financial Group	Voya	Voya	Symetra
Specific Stop Loss (SSL)			\$125,000	\$125,000	\$125,000	\$125,000	\$125,000
Contract Basis			12/15	12/15	12/15	24/12	24/12
Coverages Included			Med/Rx	Med/Rx	Med/Rx	Med/Rx	Med/Rx
Aggregate Stop Loss (ASL)			125%	125%	125%	125%	125%
Contract Basis			12/12 with TLO	12/12 with TLO	12/12 with TLO	12/12 with TLO	12/12 with TLO
Coverages Included			Med/Rx	Med/Rx	Med/Rx	Med/Rx	Med/Rx
Rate Cap			40%	40%	40%	40%	50%
No New Laser			Yes	Yes	Yes	Yes	Yes
Lasers			None	None	None	None	None
Aggregate Accomodation			Included	Included	Included	Included	Included
Disclosure Status				FIRM through 10/26/2023	FIRM through 10/11/23	FIRM through 10/11/23	FIRM through 10/19/23
Fixed Costs							
Administration	Employee	249	\$39.45	\$44.15	\$44.15	\$44.15	\$44.15
	Employee + Spouse	38	\$39.45	\$44.15	\$44.15	\$44.15	\$44.15
	Employee + Child(ren)	62	\$39.45	\$44.15	\$44.15	\$44.15	\$44.15
	Employee + Spouse & Child(ren)	57	\$39.45	\$44.15	\$44.15	\$44.15	\$44.15
Add. Fees & Credits			(\$3,000)	(\$3,000)	(\$3,000)	(\$3,000)	(\$3,000)
Annual Total			\$189,200	\$212,099	\$212,099	\$212,099	\$212,099
Percentage Change				12.1%	12.1%	12.1%	12.1%
Specific SL Premium	Employee	249	\$184.19	\$179.96	\$128.47	\$117.80	\$153.13
	Employee + Spouse	38	\$447.71	\$437.43	\$266.42	\$244.29	\$305.04
	Employee + Child(ren)	62	\$383.76	\$374.95	\$213.13	\$195.43	\$269.97
	Employee + Spouse & Child(ren)	57	\$660.92	\$645.75	\$507.83	\$465.65	\$458.17
Aggregate SL Premium	Employee	249	\$8.67	\$8.67	\$7.63	\$7.27	\$5.97
	Employee + Spouse	38	\$8.67	\$8.67	\$7.63	\$7.27	\$5.97
	Employee + Child(ren)	62	\$8.67	\$8.67	\$7.63	\$7.27	\$5.97
	Employee + Spouse & Child(ren)	57	\$8.67	\$8.67	\$7.63	\$7.27	\$5.97
Annual Total			\$1,534,342	\$1,500,085	\$1,048,454	\$962,707	\$1,139,982
Percentage Change				-\$34,258	-\$485,889	-\$571,636	-\$394,360
Annual Total Fixed Costs			\$1,723,543	\$1,712,183	\$1,260,552	\$1,174,805	\$1,352,081
Percentage Change				-\$11,359	-\$462,990	-\$548,737	(\$371,462)
Claims Liability				-0.7%	-26.9%	-31.8%	-21.6%
Maximum Claims	Employee	249	\$739.89	\$739.89	\$837.05	\$837.05	\$724.66
	Employee + Spouse	38	\$1,502.56	\$1,502.56	\$1,667.41	\$1,667.41	\$1,443.54
	Employee + Child(ren)	62	\$1,294.57	\$1,294.57	\$1,475.73	\$1,475.73	\$1,277.59
	Employee + Spouse & Child(ren)	57	\$2,195.95	\$2,195.95	\$2,504.47	\$2,504.47	\$2,168.21
Laser Liability			\$0	\$0	\$0	\$0	\$0
Annual Total			\$5,361,149	\$5,361,149	\$6,072,445	\$6,072,445	\$5,257,121
Percentage Change				\$0	\$711,296	\$711,296	(\$104,028)
Total Cost				0.0%	13.3%	13.3%	-1.9%
Total Cost							
Annual Total Expected Costs			\$6,012,462	\$6,001,102	\$6,118,508	\$6,032,761	\$5,557,778
Change from Current				(\$11,359)	\$106,047	\$20,300	(\$454,684)
Percentage Change				-0.2%	1.8%	0.3%	-7.6%
Annual Total Maximum Costs			\$7,084,691	\$7,073,332	\$7,332,997	\$7,247,250	\$6,609,202
Change from Current				(\$11,359)	\$248,306	\$162,559	(\$475,489)
Percentage Change				-0.2%	3.5%	2.3%	-6.7%
Runout Claims			\$536,115	\$536,115	\$607,244	\$607,244	\$525,712
Runout Fees			\$16,017	\$17,925	\$17,925	\$17,925	\$17,925
Total Runout Liability (not included in totals above)			\$552,132	\$554,040	\$625,169	\$625,169	\$543,637

Notes

- Additional fees may apply in the case of change in administrators, move to fully insured, or other termination of a third party.
- Amwins Gene Therapy Rider (GTSS) program includes coverage for multiple gene therapy drugs for a \$1.99 pepm fee.



Effingham County Board of Commissioners
Medical Plan
Self-Funded Rates & Factors - Firm Proposals
January 1, 2024 Renewal Date

		AMWINS Proposal		AMWINS Proposal		
Stop Loss Outline		Current	Option 4	Option 5	Option 6	Option 7
TPA / Network Name		Meritain / Aetna	Meritain / Aetna	Meritain / Aetna	Meritain / Aetna	Meritain / Aetna
Stop Loss Carrier		Sun Life Financial Group	IOA Re	IISI	Symetra	Crum & Foster
Specific Stop Loss (SSL)		\$125,000	\$125,000	\$125,000	\$125,000	\$125,000
Contract Basis		12/15	12/15	12/15	12/15	24/12
Coverages Included		Med/Rx	Med/Rx	Med/Rx	Med/Rx	Med/Rx
Aggregate Stop Loss (ASL)		125%	125%	125%	125%	125%
Contract Basis		12/12 with TLO	12/12 with TLO	12/12 with 2 Month TLO	12/12 with TLO	24/12 with TLO
Coverages Included		Med/Rx	Med/Rx	Med/Rx	Med/Rx	Med/Rx
Rate Cap		40%	40%	50%	50%	50%
No New Laser		Yes	Yes	Yes	Yes	Yes
Lasers		None	None	None	None	None
Aggregate Accommodation		Included	\$1.50	\$1.50	Included	Included
Disclosure Status			FIRM through 10/10/23	FIRM through 10/3/23	FIRM through 10/19/23	Firm
Fixed Costs						
Administration	Employee	249	\$39.45	\$44.15	\$44.15	\$44.15
	Employee + Spouse	38	\$39.45	\$44.15	\$44.15	\$44.15
	Employee + Child(ren)	62	\$39.45	\$44.15	\$44.15	\$44.15
	Employee + Spouse & Child(ren)	57	\$39.45	\$44.15	\$44.15	\$44.15
Add. Fees & Credits			(\$3,000)	(\$3,000)	(\$3,000)	(\$3,000)
Annual Total			\$189,200	\$212,099	\$212,099	\$212,099
Percentage Change				12.1%	12.1%	12.1%
Specific SL Premium	Employee	249	\$184.19	\$128.88	\$152.62	\$172.77
	Employee + Spouse	38	\$447.71	\$243.65	\$304.02	\$344.15
	Employee + Child(ren)	62	\$383.76	\$217.16	\$275.07	\$304.60
	Employee + Spouse & Child(ren)	57	\$660.92	\$359.35	\$456.64	\$516.92
Aggregate SL Premium	Employee	249	\$8.67	\$10.37	\$5.83	\$10.67
	Employee + Spouse	38	\$8.67	\$10.37	\$5.83	\$10.67
	Employee + Child(ren)	62	\$8.67	\$10.37	\$5.83	\$10.67
	Employee + Spouse & Child(ren)	57	\$8.67	\$10.37	\$5.83	\$10.67
Annual Total			\$1,534,342	\$954,083	\$1,135,595	\$1,305,349
Percentage Change				-\$580,260	-\$370,747	(\$228,993)
				-37.8%	-26.0%	-14.9%
Annual Total Fixed Costs			\$1,723,543	\$1,166,182	\$1,347,694	\$1,517,448
Percentage Change				-\$557,361	-\$375,849	(\$206,095)
				-32.3%	-21.8%	-12.0%
Claims Liability						
Maximum Claims	Employee	249	\$739.89	\$837.05	\$824.48	\$776.72
	Employee + Spouse	38	\$1,502.56	\$1,667.41	\$1,642.37	\$1,547.23
	Employee + Child(ren)	62	\$1,294.57	\$1,475.73	\$1,453.57	\$1,369.35
	Employee + Spouse & Child(ren)	57	\$2,195.95	\$2,504.47	\$2,466.85	\$2,323.95
Laser Liability			\$0	\$0	\$0	\$0
Annual Total			\$5,361,149	\$6,072,445	\$5,981,248	\$5,634,754
Percentage Change				\$711,296	\$620,100	\$273,606
				13.3%	11.6%	5.1%
Total Cost						
Annual Total Expected Costs			\$6,012,462	\$6,024,138	\$6,132,693	\$6,025,251
Change from Current				\$11,676	\$120,231	\$12,790
Percentage Change				0.2%	2.0%	0.2%
Annual Total Maximum Costs			\$7,084,691	\$7,238,627	\$7,328,943	\$7,152,202
Change from Current				\$153,935	\$244,251	\$67,511
Percentage Change				2.2%	3.4%	1.0%
Runout Claims			\$536,115	\$607,244	\$598,125	\$563,475
Runout Fees			\$16,017	\$17,925	\$17,925	\$17,925
Total Runout Liability (not included in totals above)			\$552,132	\$625,169	\$616,050	\$581,400

Notes

- Additional fees may apply in the case of change in administrators, move to fully insured, or other termination of a third party.
- Amwins Gene Therapy Rider (GTS5) program includes coverage for multiple gene therapy drugs for a \$1.99 perpm fee.

Marketing Results & Recommendations – Medical TPA and PBM

With the results from our Network Discount Analysis in July, we thought it prudent to market your coverages.

- With all the carriers, we saw an improvement in network discounts. Anthem looks to be the most favorable with projected savings to be over \$500K in a mature year.
- Additionally, USI marketed the pharmacy benefit program with the current CVS network. The rebates by Employers Health are projected to have an improvement over the current rebate structure. We believe a further analysis of pharmacy terms and clinical programs could bring additional savings.
- USI is proposing an extended timeline for the TPA and PBM coverages due to disruption and Implementation challenges. We propose the TPA and PBM to move for the 2025 plan year. Below is a general timeline needed to implement these changes with the least amount of disruption:
 - TPA and PBM market review in March and with marketing to follow.
 - Marketing proposal review in June
 - Disruption analysis after picking potential partners after review
 - ECBOC to vote on proposal July
 - Begin Implementation of new plans for January 1st, 2025 change in August
 - Employee Navigator set up and testing in September
 - Prescription disruption employee reports and education in October



Effingham County Board of Commissioners
Medical Plan
Administrative Fees
January 1, 2024 Renewal Date

Stop Loss Outline	Current	Renewal	Option 1	Option 2	Option 3	Option 4	Option 5	Option 6	Option 7	Option 8
Third Party Administrator	Meritain	Meritain	Anthem	Trustmark	Trustmark	UMR	Allegiance	Allied	MedCost	Lucent
Network Name	Aetna	Aetna	Anthem	Cigna	Anthem	UHC	Cigna	Cigna	MedCost	Anthem
Network Discount (<i>USI Network Analysis</i>)	56.0%	56.0%	64.7%	59.8%	64.7%	60.1%	59.8%	59.8%	N/A	64.7%
Pharmacy Benefit Manager (PBM)	CVS	CVS	CarelonRx	TBD	TBD	OptumRx	Cigna	RxCare Alliance	MedCost	ProAct
Stop Loss Carrier	Sun Life Financial	Sun Life Financial	Anthem	TBD	TBD	TBD	TBD	TBD	TBD	TBD

Possible Livinti PBM with \$4 per member credit

Per Employee Per Month Fees

Medical Administration	\$31.00	\$32.55	\$15.39	\$22.61	\$27.76	\$35.90	\$24.78	\$28.00	\$42.00	\$20.00
Network Access Fee	Included	Included	Included	\$15.00	\$10.00	Included	\$7.09	\$17.17	Included	\$10.00
PBM Fee	Included	Included	Included	Included	Included	Included	\$6.00	Included	Included	\$1.00
Disease Management	\$1.25	\$4.40	Included	Included	Included					\$12.00
Teledoc	\$1.55	\$1.55	Included	\$1.30	\$1.30	Included	\$0.25		Included	\$2.00
Rx Smart Savings	\$1.85	\$1.85				Included			Included	
Health Navigator	\$3.80	\$3.80						\$4.00		
Monthly Accomodation			\$1.00							
ASO Enhanced Program			\$1.65							
Stop Loss Coordination								\$2.00		
Wellness Credit	(\$3,000)	(\$3,000)	(\$25,000)				(\$5,000)			

Total Cost Ee

Total PEPM Fees	406	\$39.45	\$44.15	\$18.04	\$38.91	\$39.06	\$41.90	\$32.12	\$51.17	\$42.00	\$45.00
Wellness Credit		(\$3,000)	(\$3,000)	(\$25,000)				(\$5,000)			
Annual PEPM Fee Total		\$189,200	\$212,099	\$62,891	\$189,570	\$190,300	\$204,137	\$151,489	\$249,300	\$204,624	\$219,240
Change from Current			\$22,898	(\$126,310)	\$369	\$1,100	\$14,936	(\$37,712)	\$60,100	\$15,424	\$30,040
Percentage Change			12.1%	-66.8%	0.2%	0.6%	7.9%	-19.9%	31.8%	8.2%	15.9%

Notes

1. Additional fees may apply in the case of change in administrators, move to fully insured, or other termination of a third party.
2. In the event Effingham County BOC purchases a stop loss policy from one of Meritain's preferred stop loss carriers, additional fees may apply.

Pharmacy Benefit Manager	Current	Renewal	Option 1	Option 2	Option 3	Option 4	Option 5
PBM / Network	CVS	CVS	CVS/ER's Health	CarelonRx	Livinti	Cigna	OptumRx
Retail							
Brand Discount %	19.25%	19.25%	20.00%	20.00%	21.20%	20.50%	19.60%
Generic Discount %	84.50%	84.50%	85.30%	85.75%	84.00%	85.50%	86.00%
Dispensing Fee	\$0.60	\$0.60	\$0.40	\$0.45	\$1.40	\$4.00	\$0.45
Retail 90							
Brand Discount %	25.00%	25.00%	22.40%	22.00%	19.45%	23.50%	23.00%
Generic Discount %	88.00%	88.00%	85.30%	87.75%	85.75%	86.50%	87.00%
Dispensing Fee	\$0.00	\$0.00	\$0.00	\$0.45	\$1.00	\$0.00	\$0.00
Mail Order							
Brand Discount %	25.00%	25.00%	25.00%	24.75%	24.50%	25.00%	25.75%
Generic Discount %	88.00%	88.00%	88.50%	87.75%	87.50%	88.25%	88.50%
Dispensing Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Specialty Pharmacy							
Brand Discount %	20.50%	20.50%	19.10%	22.75%	20.0%	22.00%	20.00%
Dispensing Fee	\$0.00	\$0.00	\$0.00		\$1.50		\$7.50
Rebates per Brand Claim							
Retail 30	\$225.49	\$225.49	\$369.32	\$260.00	\$220.30	\$275.93	\$240.00
Retail 90	\$700.57	\$700.57	\$880.57	\$840.00	\$407.90	\$750.34	\$675.00
Mail Order	\$700.57	\$700.57	\$994.38	\$820.00	\$831.40	\$850.14	\$675.00
Specialty	\$2,160.63	\$2,160.63	\$2,789.96	\$3,075.00	\$1,592.00	\$3,825.70	\$2,380.00
Average Annual Rebates	\$293,607	\$317,095	\$717,793	\$128,621	TBD	TBD	TBD
Change from Current		\$23,489	\$424,186	-\$164,986			
Percent change		8.0%	144.5%	-56.2%			
Average / Estimated Annual Rx Cost	\$1,400,178	\$1,512,192	\$770,567	\$1,477,433	TBD	TBD	TBD
Change from Current		\$112,014	-\$629,611	\$77,256			
Percent change		8.0%	-45.0%	5.5%			

Notes

1. All PBM services shown are examples of the core/basic discounts and rebates for each PBM

Marketing Results & Recommendations – Medical TPA and PBM

For the 2024 Renewal, USI proposes to stay with Meritain.

- Medical Plan Designs remaining the same with addition of an HSA plan.
- Medical Plan Contributions
 - Contributions are extremely competitive with peer groups. USI proposes to pass 100% on the plan cost increase to the employees. This starts to build a premium differential for the following year.
- In consideration of adding the wellness plan, we propose this timeline:
 - Year 1 - Focus will be to set up Year 2 requirement and savings.
 - Year 2 – Mandatory employee wellness exam for premium differential.
 - Year 3 – Mandatory employee and spouse wellness exam for premium differential.

Employee Contribution Analysis

		January 1, 2023				January 1, 2024												
		Premium Equivalents	Monthly EE Contribution	Monthly ER Contribution	% Paid by ER	Premium Equivalents	Maintain Current Contributions			Maintain Current % of Rates (Same Cost Share)			Pass through 50% of Increase			Pass through 100% of Increase		
							Monthly EE Contribution	Monthly ER Contribution	% Paid by ER	Monthly EE Contribution	Monthly ER Contribution	% Paid by ER	Monthly EE Contribution	Monthly ER Contribution	% Paid by ER	Monthly EE Contribution	Monthly ER Contribution	% Paid by ER
Base Plan																		
EMP	153	\$998.72	\$9.76	\$988.96	99.0%	\$1,012.76	\$9.76	\$1,003.00	99.0%	\$9.90	\$1,002.87	99.0%	\$16.78	\$995.98	98.3%	\$23.80	\$988.96	97.6%
ESP	22	\$2,197.21	\$174.46	\$2,022.75	92.1%	\$2,228.11	\$174.46	\$2,053.65	92.2%	\$176.91	\$2,051.19	92.1%	\$189.91	\$2,038.20	91.5%	\$205.36	\$2,022.75	90.8%
ECH	46	\$1,657.87	\$332.28	\$1,325.59	80.0%	\$1,681.18	\$332.28	\$1,348.90	80.2%	\$336.95	\$1,344.23	80.0%	\$343.94	\$1,337.25	79.5%	\$355.59	\$1,325.59	78.8%
FAM	36	\$2,756.48	\$512.80	\$2,243.68	81.4%	\$2,795.24	\$512.80	\$2,282.44	81.7%	\$520.01	\$2,275.23	81.4%	\$532.18	\$2,263.06	81.0%	\$551.56	\$2,243.68	80.3%
Annual Total	257	\$4,519,657	\$468,925	\$4,050,732	89.6%	\$4,583,209	\$468,925	\$4,114,284	89.8%	\$475,519	\$4,107,690	89.6%	\$500,701	\$4,082,508	89.1%	\$532,477	\$4,050,732	88.4%
Buy-Up Plan																		
EMP	95	\$1,090.87	\$93.42	\$997.45	91.4%	\$1,106.21	\$93.42	\$1,012.79	91.6%	\$94.73	\$1,011.48	91.4%	\$101.09	\$1,005.12	90.9%	\$108.76	\$997.45	90.2%
ESP	16	\$2,399.93	\$284.46	\$2,115.47	88.1%	\$2,433.68	\$284.46	\$2,149.22	88.3%	\$288.46	\$2,145.22	88.1%	\$301.33	\$2,132.34	87.6%	\$318.21	\$2,115.47	86.9%
ECH	18	\$1,810.84	\$458.38	\$1,352.46	74.7%	\$1,836.30	\$458.38	\$1,377.92	75.0%	\$464.83	\$1,371.48	74.7%	\$471.11	\$1,365.19	74.3%	\$483.84	\$1,352.46	73.7%
FAM	20	\$3,010.78	\$666.12	\$2,344.66	77.9%	\$3,053.12	\$666.12	\$2,387.00	78.2%	\$675.49	\$2,377.63	77.9%	\$687.29	\$2,365.83	77.5%	\$708.46	\$2,344.66	76.8%
Annual Total	149	\$2,818,107	\$419,994	\$2,398,113	85.1%	\$2,857,733	\$419,994	\$2,437,739	85.3%	\$425,900	\$2,431,833	85.1%	\$439,807	\$2,417,926	84.6%	\$459,620	\$2,398,113	83.9%
Grand Total Annual	406	\$7,337,764	\$888,919	\$6,448,845	87.9%	\$7,440,942	\$888,919	\$6,552,023	88.1%	\$901,418	\$6,539,524	87.9%	\$940,508	\$6,500,434	87.4%	\$992,097	\$6,448,845	86.7%
Change from Current \$						\$103,178	\$0	\$103,178		\$12,499	\$90,679		\$51,589	\$51,589		\$103,178	\$0	
Change from Current %						1.4%	0.0%	1.6%		1.4%	1.4%		5.8%	0.8%		11.6%	0.0%	

Effingham County Board of Commissioners

SunLife's Renewal Matrix

January 1, 2024

Employee Contribution Analysis

		January 1, 2023				January 1, 2024												
		Premium Equivalents	Monthly EE Contribution	Monthly ER Contribution	% Paid by ER	Premium Equivalents	Maintain Current Contributions			Maintain Current % of Rates (Same Cost Share)			Pass through 50% of Increase			Pass through 100% of Increase		
							Monthly EE Contribution	Monthly ER Contribution	% Paid by ER	Monthly EE Contribution	Monthly ER Contribution	% Paid by ER	Monthly EE Contribution	Monthly ER Contribution	% Paid by ER	Monthly EE Contribution	Monthly ER Contribution	% Paid by ER
Base Plan																		
EMP	153	\$998.72	\$9.76	\$988.96	99.0%	\$1,086.09	\$9.76	\$1,076.33	99.1%	\$10.61	\$1,075.48	99.0%	\$53.45	\$1,032.65	95.1%	\$97.13	\$988.96	91.1%
ESP	22	\$2,197.21	\$174.46	\$2,022.75	92.1%	\$2,389.44	\$174.46	\$2,214.98	92.7%	\$189.72	\$2,199.71	92.1%	\$270.57	\$2,118.86	88.7%	\$366.69	\$2,022.75	84.7%
ECH	46	\$1,657.87	\$332.28	\$1,325.59	80.0%	\$1,802.91	\$332.28	\$1,470.63	81.6%	\$361.35	\$1,441.56	80.0%	\$404.80	\$1,398.11	77.5%	\$477.32	\$1,325.59	73.5%
FAM	36	\$2,756.48	\$512.80	\$2,243.68	81.4%	\$2,997.64	\$512.80	\$2,484.84	82.9%	\$557.66	\$2,439.97	81.4%	\$633.38	\$2,364.26	78.9%	\$753.96	\$2,243.68	74.8%
Annual Total	257	\$4,519,657	\$468,925	\$4,050,732	89.6%	\$4,915,067	\$468,925	\$4,446,142	90.5%	\$509,950	\$4,405,117	89.6%	\$666,630	\$4,248,437	86.4%	\$864,335	\$4,050,732	82.4%
Buy-Up Plan																		
EMP	95	\$1,090.87	\$93.42	\$997.45	91.4%	\$1,186.31	\$93.42	\$1,092.89	92.1%	\$101.59	\$1,084.71	91.4%	\$141.14	\$1,045.17	88.1%	\$188.86	\$997.45	84.1%
ESP	16	\$2,399.93	\$284.46	\$2,115.47	88.1%	\$2,609.89	\$284.46	\$2,325.43	89.1%	\$309.35	\$2,300.55	88.1%	\$389.44	\$2,220.45	85.1%	\$494.42	\$2,115.47	81.1%
ECH	18	\$1,810.84	\$458.38	\$1,352.46	74.7%	\$1,969.26	\$458.38	\$1,510.88	76.7%	\$498.48	\$1,470.78	74.7%	\$537.59	\$1,431.67	72.7%	\$616.80	\$1,352.46	68.7%
FAM	20	\$3,010.78	\$666.12	\$2,344.66	77.9%	\$3,274.18	\$666.12	\$2,608.06	79.7%	\$724.40	\$2,549.79	77.9%	\$797.82	\$2,476.36	75.6%	\$929.52	\$2,344.66	71.6%
Annual Total	149	\$2,818,107	\$419,994	\$2,398,113	85.1%	\$3,064,654	\$419,994	\$2,644,660	86.3%	\$456,738	\$2,607,916	85.1%	\$543,268	\$2,521,387	82.3%	\$666,541	\$2,398,113	78.3%
Grand Total Annual	406	\$7,337,764	\$888,919	\$6,448,845	87.9%	\$7,979,721	\$888,919	\$7,090,802	88.9%	\$966,688	\$7,013,034	87.9%	\$1,209,898	\$6,769,824	84.8%	\$1,530,876	\$6,448,845	80.8%
Change from Current \$						\$641,957	\$0	\$641,957		\$77,769	\$564,189		\$320,979	\$320,979		\$641,957	\$0	
Change from Current %						8.7%	0.0%	10.0%		8.7%	8.7%		36.1%	5.0%		72.2%	0.0%	

EXCESS RISK SINGLE EMPLOYER APPLICATION (GA)

ReliaStar Life Insurance Company

("ReliaStar Life")

Home Office: Minneapolis, Minnesota 55440

Plan Sponsor hereby applies for the Excess Risk Policy.

PLAN INFORMATION

Name of Plan Sponsor (exact legal name) Effingham County Board of CommissionersAddress (number and street) 601 North Laurel StreetCity Springfield State GA Zip 31329
☐ Corporation
 ☐ Partnership
 ☐ Sole Proprietorship
 ☒ Other. Specify: Unit of Government
Nature of Plan Sponsor's Business Government SIC Code 9121Are subsidiaries, affiliates or other associated entities to be included? ☐ Yes ☒ No

If "Yes," give Names. _____

Relationship to Plan Sponsor _____

Please provide the number of individuals covered as noted below:

Eligible Individuals	_____	Covered Persons Only	_____	Covered Persons with Dependents	_____
Enrolled Individuals	<u>406</u>	Covered Persons Only	<u>249</u>	Covered Persons with Dependents	<u>157</u>
Individuals Covered Elsewhere	_____	Covered Persons Only	_____	Covered Persons with Dependents	_____

The initial Contract Period is from January 1, 2024 through December 31, 2024

CLAIM ADMINISTRATOR INFORMATION (Claim Administrator for coverages checked below for the Employee Benefit Plan)

Name of Claim Administrator (exact legal name of entity) Meritain Health, CVS Caremark (Rx)Address (number and street) N/ACity N/A State N/A Zip N/A**Note:** The plan Sponsor's self-funded welfare benefit plan is not regulated nor approved under the insurance laws of Georgia.

* Claim Administrator must be approved by ReliaStar Life prior to acceptance of this Application

INDIVIDUAL EXCESS RISK

Individual Excess Risk: ☒ Yes ☐ NoBenefits To Be Covered: ☒ Medical ☒ Other (Please specify) Prescription Drugs

Initial Coverage Period:

<input type="checkbox"/> Incurred and Paid in 12 months	<input type="checkbox"/> Incurred in 12 months and Paid in 15 months
<input type="checkbox"/> Incurred in 15 months and Paid in 12 months	<input checked="" type="checkbox"/> Incurred in <u>24</u> months and Paid in <u>12</u> months
<input type="checkbox"/> Paid in 12 months	
<input type="checkbox"/> Other _____	

Individual Excess Risk Deductible \$ 125,000 per IndividualIndividuals subject to the Individual Adjusted Deductible as identified in the disclosure process
n/a

Claims for Individuals subject to the Individual Adjusted Deductible that exceed the Individual Excess Risk Deductible amount are excluded under any Aggregate Excess Risk Insurance.

Benefit percentage 100%

INDIVIDUAL EXCESS RISK (Continued)

Item XII. 18.

Maximum Individual Benefit:

Individual Excess Risk Lifetime Maximum: \$ Unlimited Individual Excess Risk Annual Maximum: \$ Unlimited
Other: \$ _____

Optional Endorsements:

- ☐ Individual Terminal Liability ☐ 3 months ☐ 6 months
☒ Individual Advanced Funding
☐ Individual Step-Down Deductible
☐ Individual Gapless Renewal (Only available for 12/15 or 12/18)
☐ Aggregating Individual Deductible: \$ _____ (Individual Excess Risk must be elected)
☒ Plan Mirroring Coordination
☒ Renewal Rate Cap
☐ Other: _____

AGGREGATE EXCESS RISK

Aggregate Excess Risk: ☒ Yes ☐ No

Benefits To Be Covered: ☒ Medical ☐ Vision ☒ Prescription Drugs ☐ Dental ☐ Other (Specify) _____

Initial Coverage Period:

- ☒ Incurred and Paid in 12 months ☐ Incurred in 12 months and Paid in 15 months
☐ Incurred in 15 months and Paid in 12 months ☐ Incurred in _____ months and Paid in _____ months
☐ Paid in 12 months
☐ Other: _____

Aggregate Adjustment Corridor: 120 %

Minimum Annual Aggregate Deductible: See Excess Risk Schedule

ReliaStar Life's Limit of Liability: \$ 1,000,000 per Coverage Period

Optional Endorsements:

- ☒ Plan Mirroring Coordination
☒ Monthly Aggregate Reimbursement
☐ Aggregate Terminal Liability ☐ 3 months ☐ 6 months (Individual Terminal Liability must also be elected)
☐ Other: _____

Are retirees covered? ☐ Yes ☒ No

Are retirees age 65 and over covered? ☐ Yes ☒ No

Attached to and incorporated in this Application is a copy of the Employee Benefit Plan that relates to the Excess Risk Policy being applied for.

The Producer/Agent of Record (provided he/she is duly licensed as required by law) is:

Stealth Partner Group

This insurance is to be effective on January 1, 2024 at 12:01 a.m. Standard Time at the Plan Sponsor's place of business, provided that the first premium is paid in full and that the Disclosure Agreement and this Application are accepted by ReliaStar Life.

An advance deposit of \$ N/A is attached. (The deposit is to equal the first premium.) The deposit will be applied toward payment of the premiums on the insurance requested if the application is accepted by ReliaStar Life. If not accepted, the deposit will be refunded to the Plan Sponsor Applicant.

ACKNOWLEDGEMENT & SIGNATURES

Item XII. 18.

By signing this Application below, the Plan Sponsor Applicant represents that all statements, answers and information made above in this application and in the Disclosure Agreement are complete and true to the best of its knowledge and belief. Plan Sponsor Applicant further acknowledges and agrees (i) that such statements, answers and information in this Application and in the Disclosure Agreement, together with a copy of the Employee Benefit Plan and other information attached to this application or furnished to ReliaStar Life, are submitted by the Plan Sponsor Applicant as an inducement to, and will be relied upon by, ReliaStar Life, in underwriting this risk and determining whether to accept this application and issue the Excess Risk Policy being applied for; (ii) if such statements, answers and information is/are incomplete or untrue, and such incompleteness or falsity is material to the risk to be insured by ReliaStar Life, any policy issued by ReliaStar Life may be rescinded and/or any benefits that might otherwise be payable thereunder may be denied; and (iii) the Plan Sponsor Applicant has fully read and understands this completed Application and the Disclosure Agreement.

Plan Sponsor Applicant Effingham County Board of Commissioners

Name of Signer *(Please print)* _____ Date Signed _____



By _____ Title _____

DISCLOSURE AGREEMENT

ReliaStar Life Insurance Company, Minneapolis, MN
 A member of the *Voya® family of companies*
 (the "Company")



Policy Effective Date January 01, 2024

Plan Sponsor Name Effingham County Board of Commissioners

INSTRUCTIONS FOR COMPLETION

Please provide the information described in the Disclosure Reports Section below and then have an authorized representative of the Plan Sponsor submit the Disclosure Agreement. Prior to submitting this Disclosure Agreement and Disclosure Reports to the Company, please consult with your current Claim Administrator(s), Utilization Review Firm(s), Case Management, and Pharmacy Benefits Manager(s) (collectively, "Claim Vendors"), and Plan Sponsor's Broker or other insurance advisor. The Disclosure Reports must be provided to the Company no earlier than 90 calendar days prior to the Policy's Effective Date or renewal date, as applicable. Please note the required monthly claim reporting provided on behalf of the Plan Sponsor to Company will suffice for renewal purposes. Should the Company require any additional information, it will notify the Plan Sponsor and/or its designated representative in writing no later than 20 calendar days following receipt of the Disclosure Reports. Any firm quote is void unless accepted by the Plan Sponsor in writing within 30 days from the date quoted by the Company.

DISCLOSURE REPORTS *Plan Sponsor has provided the following reports or data (which include claimant name and primary ICD-10 diagnosis) on the following date(s):* _____

- Any individual with paid claims that has exceeded 50% of the stop loss deductible during the applicable current policy year (minimum 9 months);
- Any individual with denied and/or pended claims that has exceeded \$25,000 during the applicable current policy year (minimum of 9 months);
- Any individual evaluated and/or listed for an organ, stem cell or bone marrow transplant;
- Any individual, including claim amounts for that individual, who is or was in case management or whose condition or diagnosis would be referred to case management during the applicable current policy year (minimum 9 months) by your claims Administrator based upon the ICD-10 codes used by your Claims Administrator for referral to case management;
- Any individual, including claim amounts for that individual, whose condition or diagnosis during the applicable current policy year (minimum 9 months) is represented by any of the ICD-10 codes contained in the attached list.

DISCLOSURE AGREEMENT

The Plan Sponsor represents to the Company, to the best of its knowledge and belief, and after making a diligent and good faith inquiry, that it has fully read and understands this Disclosure Agreement; and as of the date of submitting this Disclosure Agreement there are no known potential catastrophic claims other than those disclosed on the submitted Disclosure Reports.

The Plan Sponsor understands and agrees that the Company will rely on this Disclosure Agreement and the attached Disclosure Reports to:

- (i) underwrite this risk,
- (ii) determine whether or not to issue (or renew) a Policy, and
- (iii) If the Company agrees to issue or renew a Policy, determine the terms, conditions, limitations and rates of or for such Policy.

The Plan Sponsor further understands and agrees that if there are any undisclosed claimants known to the plan sponsor that are material to the risk to be insured by the Company, any Policy issued or renewed by the Company may be rescinded, any benefits that might otherwise be payable thereunder may be denied, and/or the premium rates, deductibles, terms, conditions and limitations of the Policy may be revised by the Company; and, the requirement to submit any required Disclosure Report may not be waived by the Company without a written representation by the Plan Sponsor that there are no reports or data with respect to any individual required to be included on any of the Disclosure Reports above.

To be eligible for a claim of reimbursement under the Policy, the Plan Sponsor or the Claims Administrator must request payment and provide complete and accurate Proof of Loss, in the form and content acceptable to the Company, to support a claim within 180 days after the end of the Coverage Period of the Policy.

ICD-10 CODES FOR DISCLOSURE NOTIFICATION

Item XII. 18.

The following ICD-10 Codes for Disclosure Notification provide conditions or diagnosis which must be disclosed. Please list all Plan Participants who have been diagnosed with or treated for any of the Codes listed under the following categories during the current Benefit Period. Where a range of Codes is shown, any and all conditions or diagnosis within that range must be disclosed.

A00-B99 Infectious Diseases

B17.1-B17.11 Hepatitis C

C00-D49 Neoplasms

C00-C14 Malignancies of oral cavity and pharynx
C15-C26 Malignant neoplasm of digestive organs
C30-C39 Malignant neoplasm of respiratory
C43-C44 Melanoma
C50-C50 Breast Malignancies
C51-C68 Genitourinary Malignancies
C69-C72 Malignancies of Nervous System
C81-C96 Leukemias, Lymphomas and Myelomas

D50-D89 Hematologic Disorders

D57.1 Sickle Cell Anemia
D61.01 Aplastic Anemia
D66 Hemophilia/Hereditary Factor VIII Deficiency
D81.0 Severe Combined Immune Deficiency (SCID)
D82.1 DiGeorge Syndrome
D83.1 Immune Deficiency T Cells (AIDS)
D84.1 Alpha 1-Antitrypsin

E70-E88 Metabolic Disorders

E75.22 Gaucher's Disease
E84.0 Cystic Fibrosis

G00-G99 Disease of the Nervous System

G12.21 Lou Gehrig's disease (ALS)
G61.0 Guillain-Barre Syndrome
G82.50 Quadriplegia
G91.1 Obstructive Hydrocephalus

I00-I99 Disease of Circulatory System

I27.0 Primary Pulmonary Hypertension
I42.0-I42.9 Cardiomyopathy
I46.9 Cardiac Arrest
I60.9 Subarachnoid Hemorrhage

J00-J99 Disease of Respiratory System

J96.00-J96.92 Respiratory Failure

K00-K95 Disease of Digestive System

K70.0-K74.69 Chronic Liver Disease
K72.00-K72.91 Liver Failure

M86 Diseases of Musculoskeletal System and Connective Tissue

M86 Osteomyelitis

N00-N99 Disease of Genitourinary System

N18.1-N18.9 Chronic Renal Failure

O00-O9A Pregnancy, Childbirth & Puerperium

O30.10--O30.109 Triplet Pregnancy
O30.20-O30.209 Quadruplet Pregnancy
O60.00--O60.14 Preterm Labor

P00-P96 Perinatal Conditions

P07.00-P07.36 Preterm Infant
P22.0 Respiratory Distress Syndrome of Newborn

Q00-Q99 Congenital Malformations

Q20-Q28 Congenital Heart Diseases
Q39.0-Q39.4 Tracheoesophageal Fistula
Q89.7 Multiple Anomalies

S00-T88 Injury, Poisoning and Trauma

S06.0-S06.9 Brain Injuries
S12-S14 Spinal Cord Injuries
S88 Amputations
T07 Multiple Trauma Injuries
T20-T32 Burns
T79 Early Complications of Trauma

T86-Z94 Complications Peculiar to Certain Specified Conditions

T86.00-T86.02 Graft vs. Host Disease
T86.00-T86.09 Graft vs. Host Disease
T86.90-T86.92 Complications of Transplants
T86.90-T89.99 Complications of Transplants
Z94 Transplants

DIRECT DEPOSIT AUTHORIZATION FOR STOP LOSS CLAIM PAYMENTS

ReliaStar Life Insurance Company, Minneapolis, MN
ReliaStar Life Insurance Company of New York, Woodbury, NY
Members of the *Voya®* family of companies
(the "Company")
Stop Loss Claims: 20 Washington Avenue South, Route 5310, Minneapolis, MN 55401
Email: stoploss@voya.com



Use this form for enrollment in direct deposit, cancellation of direct deposit or a change (e.g., the financial institution changed or the account number changed). Send a copy of this form to your Voya Client Representative and retain a copy for your records.

Select one: ☒ Enrollment ☐ Cancellation ☐ Change

Plan Sponsor Name (Legal Entity) Effingham County Board of Commissioners Tax Identification Number (TIN) 58-6000821

Address 601 North Laurel Street

City Springfield State GA ZIP 31329

Contact Name (Provide the name of the person who should be contacted if this form is incomplete or requires additional information.)

Phone ()

Email address where Explanation of Reimbursement (EOR) should be sent.

BANK ACCOUNT INFORMATION

A voided check for the account should accompany this form. A deposit ticket is not acceptable. If you cannot provide a voided check, enter the bank's routing number and the full account number in the appropriate fields. **Your application cannot be processed without this information.**

Routing Number (9 digits)

--	--	--	--	--	--	--	--	--

 Account Number

Account Name (Plan Sponsor, group or business name as listed on the account.)

Bank Name Account Type: ☐ Checking ☐ Savings

Bank Address

City State ZIP

Bank Phone ()

AUTHORIZATION

The Plan Sponsor grants authorization to the Company to initiate credit entries to the checking or savings account at the financial institution named above. This authority is to remain in full effect until the Company has received written notification of a change or cancellation of this authorization.

Plan Sponsor Representative Name (Please print.)

Signature Date

Sample Check

Routing Number
(9 digits)

Financial Institution

MEMO

Not Negotiable

⑆ 987654321 ⑆ 1234567890123 ⑆ 5678

Account Number



An Amwins Company

Self-Administered Monthly Bill
for

Effingham County Board of Commissioners

Item XII. 18.

Policy Period: 1/1/2024 to #####

Remittance for premium month: January

CURRENT COVERAGE	RATE	x	# LIVES COVERED	=	TOTAL DUE STEALTH
<u>SPECIFIC COVERAGE</u>					
Emp Only	\$117.80	x	0	=	\$0.00
Emp + Spouse	\$244.29	x	0	=	\$0.00
Emp + Child(ren)	\$195.43	x	0	=	\$0.00
Emp + Family	\$465.65	x	0	=	\$0.00
<u>AGGREGATE COVERAGE</u>					
Emp / Composite	\$14.54	x	0	=	\$0.00
<u>GENE THERAPY SOLUTIONS</u>					
Emp / Composite	\$1.99	x	0	=	\$0.00
SUBTOTAL:					\$0.00

PRIOR MONTH ADJUSTMENTS	RATE	x	# LIVES COVERED	=	TOTAL DUE STEALTH
<u>SPECIFIC COVERAGE</u>					
Emp Only	\$117.80	x	0	=	\$0.00
Emp + Spouse	\$244.29	x	0	=	\$0.00
Emp + Child(ren)	\$195.43	x	0	=	\$0.00
Emp + Family	\$465.65	x	0	=	\$0.00
<u>AGGREGATE COVERAGE</u>					
Emp / Composite	\$14.54	x	0	=	\$0.00
<u>GENE THERAPY SOLUTIONS</u>					
Emp / Composite	\$1.99	x	0	=	\$0.00
SUBTOTAL:					\$0.00

ADDITIONAL ADJUSTMENTS (Previous Under/Overpayments, etc.)	SUBTOTAL:
	\$0.00

Add Explanation of Additional Adjustments Here

TOTAL REMITTANCE TO STEALTH PARTNER GROUP:	\$0.00
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Premium is due and payable on the first of the month, and is delinquent on the 30th.
Please complete the yellow highlighted sections above and submit this form according to the appropriate instructions

INSTRUCTIONS FOR SUBMITTING PREMIUM VIA CHECK:

Complete yellow highlighted sections of this form as applicable.
Include a printed copy of this completed form with your check.
Make check payable to: **STEALTH PARTNER GROUP (EIN: 27-0290866)** and mail to:

Mailing Address (for US Mail Only)

Stealth Partner Group c/o Wells Fargo
PO Box 949572
Atlanta, GA 30394-9572

Overnight Courier Address

Stealth Partner Group c/o Wells Fargo
Lockbox Services (604069)
3585 Atlanta Ave
Hapeville, GA 30354

INSTRUCTIONS FOR SUBMITTING PREMIUM VIA ACH/WIRES:

Complete yellow highlighted sections of this form as applicable.
Email a copy of this completed form to:

stealth.intakeremittance@amwins.com
and stealth.invoicing@amwins.com

Process ACH transfer to the following account:

Bank Name: Wells Fargo Bank, N.A.
Account Name: Stealth Partner Group - Premium Trust Account
Account Number: 4004783163 ABA Number: 121000248

FOR INQUIRIES CONTACT: stealth.invoicing@amwins.com



STEALTH PARTNER GROUP AND STOP LOSS INSURANCE SERVICES UNIFICATION

Stealth Partner Group (“Stealth”) and Stop Loss Insurance Services (“SLIS”) have been hard at work on their unification to form the premier stop-loss general agency in the United States. The new firm will operate under the Stealth name.

As announced in October 2019, this partnership will significantly expand AmWINS Group Benefits’ and Stealth’s ability to empower brokers to provide stop-loss and cost containment solutions to their self-funded clients. The leadership team will consist of Patricia Berridge Harley Barnes, Jr., both to be named co-CEOs of the newly formed agency, along with George Gates, who will serve as President of Operations, and Rebecca Bocek, who will serve as Regional President of the Northwest.

This team is focused on taking the necessary steps now to complete the integration process by January 1, 2021. They are also overseeing all necessary regulatory and legal issues related to the unification of the two entities, including rebranded marketing material, a new website, unified employee email addresses. Clients can expect this to be a seamless transition with no disruption in service.

AmWI

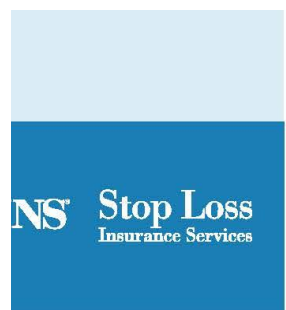


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Staff Report

Subject: January Meeting Cancellation
Author: Stephanie Johnson, County Clerk
Department: Administration
Meeting Date: 11/21/2023
Item Description: Consideration to approve to cancel the January 2, 2024 Board of Commissioners Meeting

Summary Recommendation:

Staff is requests approval to cancel this meeting due to the New Year's holiday.

Executive Summary:

During the calendar year there are meeting dates which falls on or near a holiday. This meeting will occur the day of the New Year's Day holiday.

Background:

The Board of Commissioners mentioned at the November 7, 2023 meeting during the administrative reports session to consider canceling the January 2, 2024 meeting due to the holiday and directed staff to place this item on the next agenda.

Should the need arise the Board may call for a Special Called meeting to address business requiring immediate attention.

Alternatives for Commission to Consider:

1. Approve to cancel the January 2, 2024 Board of Commissioners meeting
2. Do not approve to cancel the meeting.

Recommended Alternative: Staff recommends Alternative number 1

Other Alternatives: Move the meeting to another date.

Department Review: Administration

Funding Source: No funding required

Attachments: None