



BOARD OF COMMISSIONERS REGULAR MEETING

October 18, 2022 – 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** - Consideration to approve the October 3, 2022 special work session minutes and the October 4, 2022 regular meeting 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. 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. [2022-564 Calendar]

Consideration to approve the Holiday Calendar for the 2023 year

2. [2022-565 Quote]

Consideration to ratify and affirm approval of a Quote submitted by Sirius American Insurance Company for Catastrophic Inmate Medical Insurance for the Effingham County Jail

3. [2022-566 Permit]

Consideration to approve an Assemblage Permit for Halloween Trick or Treating at Royal Oaks Subdivision on Monday, October 31, beginning at 5:30pm

4. [2022-567 Grant Award]

Consideration to approve acceptance of a Grant Award from the Georgia Governor's Office of Highway Safety (GOHS) State and Community Highway Safety Grant Program, grant number TEN-2023-402 PT-001

5. [2022-568 Grant Award]

Consideration to approve acceptance of a Grant Award from the Georgia Governor's Office of Highway Safety (GOHS) State and Community Highway Safety Grant Program, grant number GA-2023-402- PT-032

X. **Unfinished Business** - contains items held from a previous agenda

1. [2022-331 Public Hearing] *Teresa Concannon*

The Planning Board recommends denying an application by **3 Byrds Development, LLC** to **rezone** 39.46 acres from **AR-1** to **R-3** to allow for a multi-family residential development. Located on Hwy 30. [Map# 352 Parcel# 18], in the First District (*postponed 06/07/2022 and 09/06/2022*)

2. [2022-232 Second Reading]

Consideration to approve the Second Reading of an application by **3 Byrds Development, LLC** to **rezone** 39.46 acres from **AR-1** to **R-3** to allow for a multi-family residential development. Located on Hwy 30. [Map# 352 Parcel# 18], in the First District (*postponed 06/07/2022 and 09/06/2022*)

3. [2022-557 Second Reading]

Consideration to approve the Second Reading of an application by **Dennis Morris** to **rezone** 9.21 acres from **AR-2** to **I-1** to allow for combination with adjacent industrial-zoned parcels. Located on Old River Road Map# 305 Parcel# 4A, in the First District

4. [2022-561 Second Reading]

Consideration to approve the Second Reading of an application by **Fred Evans** to **rezone** 8 of 35.86 acres located on Turkey Trail, from **AR-1** to **I-1** to allow for a GDOT approved borrow source for a GDOT project. Map# 452A Parcel# 10, in the Second District

XI. **New Business**

1. [2022-569 Resolution] *Stephanie Johnson*

Consideration to approve Resolution# 022-047 recognizing Smalls Funeral Home Inc. for 75 years in business

2. **[2022-570 Contract Renewal]** *Sarah Mausolf*

Consideration to approve renewal of a Contract with Met Life for Dental and Vision Insurance and the contract with Meritain/CVS Caremark for Medical/Pharmacy through 12/31/2023

3. **[2022-571 Agreement]** *Sarah Mausolf*

Consideration to approve an amendment to the Administrative Services Agreement (Schedule D-2) with the Association of County Commissioners of Georgia (ACCG)

4. **[2022-572 Agreement]** *Alison Bruton*

Consideration to approve Agreement 23-RFQ-010 with Weston and Sampson Engineers for the Hazard Mitigation Plan Update

5. **[2022-573 Change Order]** *Alison Bruton*

Consideration to approve Change Order #5 for Marsh Construction for Fire Station #15

6. **[2022-574 Change Order]** *Alison Bruton*

Consideration to approve Change Order #3 for Agreement 22-25-010 with McLendon Enterprises, Inc. for the LMIG 2022 and other road work

XII. Reports from Commissioners & Administrative Staff

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

XIV. Executive Session Minutes - Consideration to approve the October 6, 2022 executive session minutes

XV. Adjournment

Staff Report

Subject: 2023 Holiday Schedule

Author: Sarah Mausolf, Director

Department: Human Resources and Risk Management

Meeting Date: October 18, 2022

Item Description: Consideration to publish 2023 Holiday Schedule.

Summary Recommendation:

Staff is requesting approval to print and distribute the 2023 Holiday Schedule.

Executive Summary/Background

Human Resources Standards of Practice 5.01, Holidays and Excused Absences requires the Human Resources Office to produce a calendar of the federally recognized and Board of Commissioners approved holidays for the upcoming year.

Alternatives for Commission to Consider

1. Approve the County Holiday Schedule as presented.
2. Disapprove the County Holiday Schedule and provide guidance to staff.

Recommended Alternative:

Staff recommends Alternative 1.

Other Alternatives:

1. Review the holidays authorized and determine if holidays should be reduced or additional holidays added.

Department Review: County Manager

Funding Source: Funds for holidays are accounted for in the annual budget.

Attachments: 2023 Holiday Schedule



Effingham County Board of Commissioners

2023 County Holidays

Holiday	Date Observed	
New Year's Day	Monday	01/02/2023
Martin Luther King, Jr. Day	Monday	01/16/2023
Presidents' Day	Monday	02/20/2023
Memorial Day	Monday	05/29/2023
Juneteenth Day	Monday	06/19/2023
Independence Day	Tuesday	07/04/2023
Labor Day	Monday	09/04/2023
Columbus Day	Monday	10/09/2023
Veterans' Day	Friday	11/10/2023
Thanksgiving Day	Thursday	11/23/2023
Day After Thanksgiving	Friday	11/24/2023
Christmas Eve	Friday	12/22/2023
Christmas Day	Monday	12/25/2023

Per Effingham County Human Resources SOP:

“When a holiday falls on a Saturday, it is observed on the Friday before; if the holiday falls on a Sunday, it is observed on the following Monday.”

Staff Report

Subject: Ratification of approval of Policy for Catastrophic Inmate Medical Insurance for the Effingham County Jail

Author: Alison Bruton, Purchasing Agent

Department: Effingham County Jail

Meeting Date: October 18, 2022

Item Description: Catastrophic Inmate Medical Insurance for the Effingham County Jail

Summary Recommendation: Staff recommends Ratification of Approval of Apex Insurance Company's recommendation to accept the proposal for Catastrophic Inmate Medical Insurance for a premium of \$23,898.60.

Executive Summary/Background:

- Effingham County Board of Commissioners carries catastrophic inmate medical insurance through Apex Insurance Company (broker). This type of insurance covers major medical expenses on jail inmates who are not under state custody.
- The quote as provided by Sirius American Insurance Company is as follows:
 - Deductible - \$30,000, Per Inmate Limit - \$300,000, Per Inmate Per Month - \$10.65, Total Premium - \$23,898.60
- Last year the rates were as follows:
 - Deductible - \$30,000, Per Inmate Limit - \$250,000, Per Inmate Per Month - \$10.24, Total Premium - \$25,804.80

Alternatives for Commission to Consider

1. Ratification of approval of quote submitted by Sirius American Insurance Company with a \$23,898.60 premium and \$30,000.00 deductible.
2. Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Jail, Purchasing, Finance

Funding Source: Dept. 18 Operating Budget

Attachments:

1. Quote from Sirius American Insurance Company
2. Renewal Application
3. O.C.G.A § 42-4-15

**Sirius America Insurance
Company
140 Broadway
New York, NY 10005**

APPLICATION FOR LIMITED BENEFIT HEALTH INSURANCE

Part I Proposed Policyholder

a. Full Legal Name of Proposed Policyholder

Effingham County Board of Commissioners

b. Address

601 North Laurel Street, Springfield, Georgia 31329

c. Proposed Policyholder is A correctional facility or authority of a state, county or municipality, or a management company providing health services to inmates

d. Requested Effective Date October 1, 2022

Policy will become effective on the Requested Effective Date only if (a) all required information is provided and (b) Sirius America has received the initial premium on or before that date.

e. Who will be insured? Please check each category that applies

1. Eligible Persons during Pursuit
2. Eligible Persons in Custody of a correctional facility of a state, county or municipality
3. Eligible Persons Incarcerated in a correctional facility of a state, county or municipality

Part II Plan of Insurance and Premium Calculation

a. Plan of Benefits

1. Maximum Benefit per Covered Inmate Per Policy Year \$ 300,000
2. Maximum Benefit for injuries sustained during Pursuit \$ Included Above to a Max of \$250,000
3. Policy Aggregate Maximum per Policy Year \$ 1,200,000
4. Deductible Per Covered Inmate Per Policy Year \$ 30,000

b. Premium Calculation

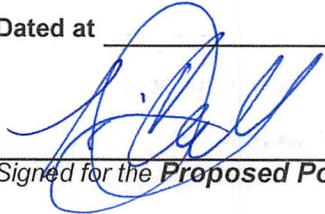
1. Rate Per Covered Inmate per month \$ 10.65
2. Number of Covered Inmates on the Policy Effective Date 187
3. Initial Premium \$ 23,898.60

SEM-16-5000

Part III Acknowledgements and Signatures

- a. **Fraud Warning** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or a statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto may be guilty of committing a fraudulent insurance act, which is a crime.
- b. **Applicant's Acknowledgement** I, the applicant, declare, to the best of my knowledge and belief, that all statements and answers in this application are true and complete. I understand and agree that (a) this application will form part of any policy issued, (b) no information given to or acquired by any representative of Sirius America will bind it, unless it is in writing on this application, (c) no waiver or modification will bind the Company unless it is in writing and is signed by an executive officer of Sirius America, and (d) only those persons eligible under the terms of an issued policy will be insured.

Dated at _____ on the 29th day of September, 2022



 Signed for the **Proposed Policyholder**



 Signed by **Licensed Agent**

Title County Manager

Agent License Number 2953125



Claim History

List all inmate medical claims incurred outside the walls of your jail that exceeded a total of \$10,000 per inmate for the current policy period (include those you have submitted for reimbursement and those you have not). If additional lines are required, please submit this information in an excel spreadsheet.

Inmate Name	Fiscal Year	Primary Diagnosis/Nature of Injury or Illness	Hospitalized Prior-to-Booking or Post Booking?	Amount Billed from Medical Provider (Before Discounts)	Amount Paid to Medical Provider (After Discounts)	Pending Payment to Medical Provider
N/A						

Are any of these inmates currently still in custody? Yes No

If yes, please indicate their name(s) and current prognosis:

Name:

Prognosis:

Are there any inmates currently off-site (inpatient) at this time? Yes No

If yes, please indicate their name(s) and current prognosis:

Name:

Prognosis:

What measures have you taken to mitigate the impact of Covid-19 in your facility or facilities?

Screen intakes for temp and complete questionnaire before acceptance into booking. All staff temp is monitored at the beginning of shift.

Have you had any inmates hospitalized for Covid-19? Yes No

What is the status of those who have been hospitalized?

Any person who knowingly and with intent to injure, defraud or deceive any insurer, files a statement of claim or an questionnaire containing any false, incomplete or misleading information is guilty of a felony of the third degree.

Prospective Insured Name: Tim Callanan, for ECBOC Title: County Manager Date: Sept. 29, 2022

Prospective Insured Signature: _____



Catastrophic Inmate Medical Insurance Administered by Hunt Insurance Group, LLC

2075 Center Pointe Blvd, Ste. 101, Tallahassee, FL 32308 ☎ Toll Free: (800) 763-4868 ✉ huntbenefits@huntins.com 🌐 www.inmatemedicalinsurance.com



Questionnaire

Return to: huntbenefits@huntins.com or fax 850-385-2124

Insured Information

Name of Insured: Effingham County Board of Commissioners Tax ID Number: 58-6000821
 Primary Contact: Alison Bruton, Purchasing Agent Effective Date: 10/01/2022
 Mailing Address: 804 S. Laurel St City: Springfield State: GA Zip: 31329
 Email: abruton@effinghamcounty.org Telephone Number: 912-754-2159 Fax Number: 912-754-8413

Detention Facility Information Check here if not applicable (i.e., a city without a jail):

Name of Facility: Effingham County Jail Max Capacity: 265
 Facility Address: 130 W First Street Extension City: Springfield State: GA Zip: 31329

What was your average monthly inmate population for the past 12-months (include those housed at other facilities for whom you are fiscally responsible; exclude all inmates for whom you are not financially responsible): 188

Average Length of Detention: 41 days

Do you house any inmate(s) for which you are not financially responsible? Yes No

If yes, how many on average? _____ Comments: _____

Please list any other detention facilities that you use to house inmates and the approximate number at each:

Facility Name	City, State	Count
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Third Party Administrator and Contracted Rates with Providers

Do you contract with a Third Party Administrator (TPA) and/or an on-site Correctional Healthcare Provider? Yes No

If yes, who? WellPath (Southern Correctional Medical Group)

If yes, does your TPA and/or on-site Correctional Healthcare Provider review and negotiate off-site medical bills for you? Yes No

Do you have case management staff to assure proper monitoring of a Hospital stay? Yes No

Do you have an on-site infirmary? Yes No

Comments: _____

Does the state in which the facility is located have legislation that limits medical expenses to a percentage of Medicaid or Medicare? Yes No

If yes, what is the amount? _____

Please list the top three hospitals you use and the contracted rates that you or the Correctional Healthcare Provider have in place:

Primary Hospital: Effingham County Hospital Discount off of Billed Charge: Medicaid Rate For Profit Not for Profit
 Secondary Hospital: _____ Discount off of Billed Charge: _____ For Profit Not for Profit
 Tertiary Hospital: _____ Discount off of Billed Charge: _____ For Profit Not for Profit

Comments: _____



Catastrophic Inmate Medical Insurance Administered by Hunt Insurance Group, LLC

2075 Center Pointe Blvd., Ste. 101, Tallahassee, FL 32308 ☎ Toll Free: (800) 763-4868 ✉ huntbenefits@huntins.com 🌐 www.inmatemedicalinsurance.com

© 2021 Hunt Insurance Group LLC. The precise coverage afforded is subject to the terms, conditions and exclusions of the actual policies as issued by the insurance company. This document and all its contents are CONFIDENTIAL and PROPRIETARY and cannot be replaced, disclosed or duplicated to any third party without the prior, written consent of Hunt Insurance Group, LLC.



Date of Proposal: September 26, 2022
 Proposed Insured: Effingham County Board of Commissioners
 City, State: Springfield, GA
 Facilities Include: Effingham County Jail
 Issuing Company: Sirius America Insurance Company, A.M. Best Rating "A-" Excellent
 Coverage Type: Limited Health Expense Benefits - provided outside the walls of the facility, or facilities, listed above and as outlined in the Insurance Policy.
 Policy Form: Blanket Accident Medical
 Effective Date: October 1, 2022
 Number of Inmates: 187

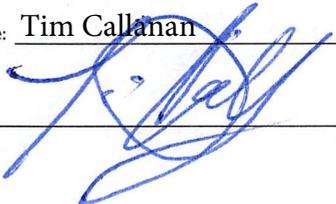
Specific Coverage:	Option 1
Per Inmate Deductible:	\$30,000
Per Inmate Coverage Limit:	\$300,000
Policy Maximum:	\$1,200,000
Rate Per Inmate Per Month:	\$10.65
Covered Expenses:	Eligible Medical Services shall accumulate to satisfy the Per Inmate Deductible as outlined below and be reimbursed at the following:
In-Patient Hospital Services:	Lesser of the Amount Paid or 100% of GA Medicaid
Outpatient Hospital Services:	
Physician Services:	
Outpatient Diagnostic and Lab Services:	
Ambulance Services:	
Medical Services and Supplies:	
Dialysis:	
Prescription Drugs:	Limited to those provided and administered during a Hospital Stay
Benefits/Exclusions:	
Prior-to-Booking/In-Pursuit:	Included
Security & Guarding:	Not Included
Dental:	Not Included
HIV/AIDS:	Included
Pregnancy:	Included (Inmate only)
Specialty Drugs:	Excluded
Substance Abuse:	Inpatient Hospitalization charges only; charges incurred at institutions providing specialized treatment, long-term care, or rehabilitation are excluded from coverage
Mental and Nervous Disorders:	
Total Premium:	\$23,898.60

Terms and Conditions

- This proposal is based on data submitted and other information furnished relevant to underwriting the risk, including all claims or possible claims, paid, pending, or denied pending additional information, or which the prospective insured or authorized representative should otherwise be aware of.
- Any inaccuracy in the data submitted or failure to disclose any such information can change the terms, conditions, rates, or factors of this offer or can void offer and coverage.
- Claim Provisions:

	From:	To:
Claims Incurred:	October 1, 2022	September 30, 2023
Claims Reported:	October 1, 2022	March 31, 2024
Claims Submitted:	October 1, 2022	March 31, 2024
- This proposal is valid for the stated effective date shown above provided the prospective insured or its authorized representative elects one of the above options by September 30, 2022, by submitting a signed application, which will be provided after your selection is made. Until we obtain the signed application, the rates and factors are subject to change as additional information is received.
- Acceptance of this quote is contingent upon and subject to the actual terms of the policy as issued, which occurs upon binding and premium payment. If there is any conflict between this quote and the policy, the policy will govern in all cases.

Printed Name: Tim Callanan Title: County Manager Date: September 29, 2022

Signature: 



Important Information Regarding Negotiation with Hospitals and Providers

Catastrophic Inmate Medical Insurance (CIMI) can be tailored to the contracted agreements you have with medical providers.

Rates for this insurance are established based on multiple factors, including but not limited to, the contracted rates you have with medical providers. From an underwriting perspective, deeper discounts provide a more competitive insurance premium.

It is important that you meet with the administrator and financial persons of your local hospital(s) and medical providers to pre-negotiate discounts on care delivered to arrestees/inmates. Medical providers set the price of their products and services based on the customer served.

There are three general types of customers:

- 1) Those covered by employer-sponsored benefit plans (PPO, HMO, Managed Care type networks),
- 2) Those covered by federally-sponsored benefit plans (Medicare), and
- 3) Those covered by state-sponsored benefit plans (Medicaid).

Medical providers bill customers in the above-referenced categories using a master list of charges, similar to a Manufacturer's Suggested Retail Price (MSRP). Although the exact rate for each service will vary, the discounts a provider allows typically fall in the range of:

Employer sponsored benefit plans (PPO, HMO, etc.)	10% to 40%
Federally sponsored benefit plans (Medicare)	50% to 60%
State sponsored benefit plans (Medicaid)	75% to 85%

If the arrestee/inmate received medical care (under normal circumstances, before being in custody), the medical provider is likely to have accepted Medicaid rates or may not have been paid at all. As a tax-funded entity, you should pursue every avenue to obtain the deepest discounts possible. In most cases, medical services for arrestees/inmates have a minor financial impact on the medical provider's bottom line, though it can significantly impact the county.

If your agency would like assistance with bill review and negotiation of off-site medical bills or you would like to obtain Medicare-based rates for your own staff's use in their negotiation, please contact us for additional information.



O.C.G.A. § 42-4-15

Current through the 2021 Regular Session of the General Assembly.

[GA - Official Code of Georgia Annotated](#) [TITLE 42. PENAL INSTITUTIONS](#) [CHAPTER 4. JAILS](#) [ARTICLE 1. GENERAL PROVISIONS](#)

§ 42-4-15. Limitations on medical charges for providing emergency medical care services to individuals in custody

(a) As used in this Code section, the term:

(1) "Detainee" means a person held in a detention facility who is charged with or convicted of a criminal offense or charged with or adjudicated for a delinquent act and a person detained, arrested, or otherwise held in lawful custody for a criminal offense or delinquent act.

(2) "Detention facility" means any municipal or county jail or other facility used for the detention of persons charged with or convicted of a criminal offense or charged with or adjudicated for a delinquent act.

(3) "Emergency health care" means bona fide emergency services provided after the onset of a medical or traumatic condition manifesting itself by acute symptoms of sufficient severity such that the absence of immediate medical attention could reasonably be expected to result in placing the person's health in serious jeopardy, serious impairment to bodily functions, or serious dysfunction of any bodily organ or part. The term covers any form of emergency medical treatment, including dental, optical, psychological, or other types of emergency conditions.

(4) "Follow-up health care" means medical and hospital care and medication administered in conjunction with and arising from emergency health care treatment.

(b) A hospital or other health care facility licensed or established pursuant to Chapter 7 of Title 31 which is not a party to an emergency health care services contract with a sheriff or a governing authority or its agent on July 1, 2011, shall be reimbursed no more than the applicable Georgia Medicaid rate for emergency health care and follow-up health care services provided to a detainee.

(c) No hospital or other health care facility shall discharge a detainee with an emergency health care condition so as to require an immediate transfer to another medical provider for the same condition unless the reasonable standard of care requires such a transfer.

(d) Nothing in this Code section shall be construed to limit reimbursements for emergency health care services when insurance coverage is available for payment for such services. Nor shall this Code section be construed so as to limit or remove responsibility for payment of emergency health care services by a provider of insurance that is otherwise responsible for payment of part or all of such services.

(e) Nothing in this Code section shall prohibit the governing authority from negotiating higher fees or rates with hospitals.

History

Code 1981, § 42-4-15, enacted by Ga. L. 2011, p. 440, § 1/ HB 197.

OFFICIAL CODE OF GEORGIA ANNOTATED

Staff Report

Subject: Assemblage Permit (First District)
Author: Teresa Concannon, Planning & Zoning Manager
Department: Development Services
Meeting Date: October 18, 2022
Item Description: Consideration to approve an Assemblage Permit for Halloween Trick or Treating at Royal Oaks Subdivision on Monday, October 31, beginning at 5:30pm.

Summary Recommendation:

Staff recommends approval for an Assemblage Permit for Halloween Trick or Treating at Royal Oaks Plantation on October 31, beginning at 5:30pm.

Executive Summary/Background:

- DeAnne Gordon requests an Assemblage Permit and road closure for Halloween Trick or Treating at Royal Oaks Plantation.
- An off-duty Sheriff’s Deputy will be hired to oversee the entrance.

Alternatives for Commission to Consider

- 1 - Approve request for an Assemblage Permit for Halloween Trick or Treating at Royal Oaks Plantation on October 31, beginning at 5:30pm.
- 2 - Deny request for an Assemblage Permit for Halloween Trick or Treating at Royal Oaks Plantation on October 31, beginning at 5:30pm.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Development Services

Funding Source: N/A

Attachments: 1. Assemblage permit application

APPLICANT NAME: DeAnne Gordon
 MAILING ADDRESS: 178 Royal Oak Dr, Guyton
 PHONE: 912-663-2781
 PIN# (FOR SITE LOCATION): Map# _____ Parcel# _____

ASSEMBLAGE PERMIT
Effingham County, Georgia

Permission is hereby granted to DeAnne Gordon to hold a public gathering in the County of Effingham on Oct. 31 at 530-6 am(pm). The gathering is to be held at said location known as Royal Oak Plantation.

DESCRIPTION OF EVENT: Halloween / Trick or Treat

WANT to hire an off-duty Deputy to close off traffic to the
 SPECIAL CONDITIONS: Could we please be granted subdivision a permit for longer than 1 year? Maybe 2 or 5? during times

WILL ALCOHOL BE SERVED DURING THIS EVENT? [] YES NO

WILL FIREARMS BE UTILIZED DURING THIS EVENT? [] YES NO

When kids will be trick or treating. for safety concerns!

The information contained in this permit has been submitted to and approved by the Effingham County Board of Commissioners. Any changes in the date, time or location of said assembly shall be approved by the Effingham County Board of Commissioners. This permit is to be carried by the person in charge of the activity and is to be presented upon request.

ZONING ADMINISTRATOR
EFFINGHAM COUNTY

DATE

DATE AUTHORIZED BY
EFFINGHAM COUNTY BOARD OF COMMISSIONERS: _____

 County Clerk

CC: Effingham County Sheriff Department
 Effingham County Emergency Medical Services
 Volunteer Fire Department

Staff Report

Subject: GOHS Grant Award
Author: Mark W. Barnes, Finance Director
Department: Finance Department
Meeting Date: 10/18/22
Item Description: Consideration to accept a grant award from the Georgia Governor's Office of Highway Safety (GOHS) State and Community Highway Safety Grant Program, grant number TEN-2023-402 PT-001.

Summary Recommendation:

Staff is requesting approval to accept a grant award from the Georgia Governor's Office of Highway Safety (GOHS) State and Community Highway Safety Grant Program.

Executive Summary:

The Governor's Office of Highway Safety (GOHS) administers grant funding for various programs that address 11 national traffic safety priority areas of impaired driving, police traffic services, speed control, roadway safety, occupant protection/child passenger safety, pedestrian and bicycle safety, motorcycle safety, traffic records and community traffic safety. Focusing on these areas has historically proven to be more effective than other efforts to reduce traffic crashes, injuries, and fatalities.

Funding for these grants is allocated to Georgia GOHS and other states annually from the National Highway Traffic Safety Administration (NHTSA) using a formula based on population and road mileage. GOHS then awards the funding to state and local safety-related agencies as "seed" money for the development and implementation of programs that address traffic safety problem areas or expand ongoing activities in safety priority areas.

The Effingham County Sheriff's Office will utilize the funds to purchase equipment and to provide services that will educate the public on highway safety and facilitate the implementation of programs that reduce crashes, injuries and fatalities on roadways in the Effingham County community.

Background:

1. This is a reimbursement grant.
2. The awarded funding amount is \$27,852.16.
3. There is no cost share requirement.

Alternatives for Commission to Consider:

1. Approve the acceptance of a GOHS State and Community Highway Safety Grant award.
2. Do not approve the acceptance of a GOHS State and Community Highway Safety Grant award.

3. Provide Staff with Direction

Recommended Alternative:

Staff recommends Alternative number 1 – Approve the acceptance of a GOHS State and Community Highway Safety Grant award.

Other Alternatives:

N/A

Department Review: *(list departments)*

Effingham County Sheriff's Office

Funding Source:

No cost share requirement

Attachments:

GOHS TEN-2023-402 PT-001 State and Community Highway Safety Award Letter



Governor's Office of Highway Safety

7 Martin Luther King Jr Drive • Suite 643 • Atlanta, Georgia 30334
Telephone: 404.656.6996 or 888.420.0767 • Facsimile: 404.651.9107
www.gahighwaysafety.org

Brian P. Kemp
GOVERNOR

Allen Poole
DIRECTOR

September 19, 2022

Mr. Jimmy McDuffie
Effingham County Sheriff's Office
P.O. Box 1015
Springfield, GA 31329

Re: Application #: TEN-2023-Effingham -00001-C
Grant #: TEN-2023-402 PT-001
Project Title: TEN - South East Area

Dear Mr. Jimmy McDuffie:

Congratulations! It is my pleasure to inform you that your application in the amount of **\$27,852.16** federal funds has been approved. The effective date of the grant is October 1, 2022 through September 30, 2023. Allowed costs incurred within this period are reimbursable at a rate of 100% of the approved federal funds allocated above. Please keep in mind that all GOHS Grant funds must be identified separately in your accounting system. For additional details, please reference the Grant Terms and Conditions #5 entitled, "Accounting Records/Source Documentation."

As a reminder, GOHS and the National Highway Traffic Safety Administration (NHTSA) must provide your agency with written approval prior to the purchase of any equipment item costing \$5,000.00 or more. Throughout this process, your agency must ensure that their local procurement policies as well as the Buy America Act requirements are followed. If local policies are not available, your agency must use the State of Georgia procurement procedures.

GOHS is required to complete Risk Assessments on each grantee prior to the award and notify the grantee of the outcome. The Risk Assessment is based upon prior grants, audit reports, and/or interaction during the application process. Your agency's Risk Assessment score for the FFY 2023 grant year is **Low**. For additional information, please review the enclosed attachment entitled, "Risk Assessment".

If your jurisdiction/agency (combined) receives federal funds of \$750,000.00 or more in a year, an audit is required in accordance with 2 CFR Part 200, Subpart F. A copy of the audit report must be submitted to the Governor's Office of Highway Safety (GOHS) prior to September 30, 2023.

Agencies awarded federal funds through GOHS are encouraged to receive their reimbursement payments electronically. If your agency received funds in FFY 2022, please review the information previously submitted on your Vendor Management Form (VMF) and update if needed by utilizing the enclosed "revised" VMF. If no changes are needed, GOHS will continue to use the information previously submitted to reimburse electronically. Agencies that did not receive federal funds in FFY 2022 must complete the enclosed VMF. Please note that in completing the VMF, GOHS will complete the Supplier's number under Section 1 along with Section 5 once submitted. Upon completion, please mail the VMF to Mrs. Ma'Jeana Mattox, GOHS Grants Specialist at the above address OR email her at, majeanamattox@gohs.ga.gov no later than October 15, 2022. Once claims for reimbursement have been



submitted, your agency can verify the payment status on the State of Georgia Accounting Office's vendor management portal at <http://sao.georgia.gov/vendor-payment-management>.

The Grant Terms and Conditions contain important information from GOHS. Enclosed you will find updated Grant Terms and Conditions (FFY 2023) as well as GOHS Special Conditions governing the above-referenced project. These documents clearly identify the guidelines and requirements governing your grant. Please note #1 under Grant Terms and Conditions states that **all grant awards are contingent upon the availability of federal funds**. Promotional/incentive type items will not be reimbursed. This includes, but is not limited to, key chains, shirts, cups, pens, and bags. An announcement to the public regarding the award of this grant is a requirement of the grant and must obtain GOHS approval prior to being distributed. The procedure for this will be to send your grant announcement to your GOHS Grant Manager. The Grant Manager will ensure the announcement contains the appropriate information and notify you of the approval. You can then release it to your media.

A copy of your grant application may be downloaded at <https://georgia.intelligrants.com>. After logging in, search for your grant by clicking on the Applications/Grants tab at the top of the page. Once you have located the appropriate grant, go to Access Management Tools and you will see the link to create a pdf.

SAM Unique Entity Identifier: WCFEKENTR7A8

Assistance Listing Title: State and Community Highway Safety

Assistance Listing Number: 20.600

FAIN: 69A37522300004020GA0

Subaward Period of Performance State and End Date: October 1, 2022 – September 30, 2023

Subaward Budget Period State and End Date: October 1, 2022 – September 30, 2023

Included with this letter is a copy of your signed certification page for your files.

Should you have questions regarding the content of this letter, please contact your assigned grant manager, Mr. W. Harrelson at (404) 656-6996. GOHS looks forward to your partnership in helping to make Georgia's roadways safer.

Sincerely,



Allen Poole
Director

AP/sw

Enclosures (5)

cc: Mr. James Thompson, Agency Administrator
Mr. Wesley Corbitt, Financial Officer
Mr. W. Harrelson, Planner/Grant Manager



GOVERNOR'S OFFICE OF HIGHWAY SAFETY GRANT SPECIAL CONDITIONS

Law Enforcement Grants (Non-HEAT) - FFY 2023

The Georgia Governor's Office of Highway Safety (GOHS) is pleased to award this grant, with the following **special conditions**:

All GOHS grantees are expected to fulfill the following requirements in addition to the terms and conditions in the attached grant application:

1. All grantees are **required** to promote Georgia's safety belt laws, to include the necessity of drivers and passengers wearing safety belts and placing children in age/height appropriate child safety restraints. GOHS will provide information on the current Georgia safety belt law to the grantee.
2. All grantees are **required** to publicize their GOHS Awarded grant with the media, utilizing print, radio and/or television. This announcement must receive prior approval from GOHS before releasing to the media. It must be made within the first (1st) quarter of the approved grant. A copy of the actual announcement must be forwarded to GOHS. Records **must** be kept and provided to GOHS of all print media articles related to the grant as well as a copy of all announcements sent to radio and television stations. If possible, please provide radio/television station verification of the dates and times when announcements were aired.
3. **All printed items** produced with grant funds or ordered and paid for by this grant must receive prior approval from GOHS and include the current GOHS logo and/or a statement that says either "*This project is funded by the Georgia Governor's Office of Highway Safety*" or "*The Georgia Governor's Office of Highway Safety is a full partner in this program.*" Photo or scan of final produced items shall be attached with the invoice when filing for reimbursement.
4. All equipment **must** be purchased within the first three (3) months after the grant award effective date. Equipment with a cost of \$5000.00 or more must be approved by GOHS and NHTSA prior to purchase. The agency must ensure that their local procurement policies as well as the Buy America Act are followed.
5. Grantee **must** submit a final programmatic report. The established due date will be provided by GOHS prior to the end of the fiscal year.
6. All grant programs **must** have an evaluation component that is approved by the Governor's Office of Highway Safety.
7. Grantee receiving funds from GOHS must submit programmatic and claim reports **MONTHLY**, by the 20th of the following month. Monthly reports must document and support the objectives and activities outlined in grant. No financial claim will be processed without a programmatic report, which supports the expense.
8. Law enforcement/prosecutor activity hours are a condition of the project. GOHS will not reimburse based upon a salary of an individual. Please review full Grant Terms and Conditions for further regarding the "General Cost of Government" regulations.
9. Qualified Officers/Deputies assigned to activity hours must provide documentation showing hours worked AND hours worked on the project along with enforcement activity on a monthly basis. This documentation will be submitted via GOHS Form 203 or GOHS Form 203N.

10. Qualified Officers/Deputies must have sufficient training in traffic enforcement, including Radar, Lidar, SFST, ARIDE etc. to perform project activities.
11. Grant amendments, if needed, must be submitted in eGOHS Plus prior to June 30th.
12. The Grantee **must** participate in regional Traffic Enforcement Network meetings and initiatives during the grant year. This should include monthly meetings, local safety events and campaigns, and press events.
13. All grant programs must cooperate fully with entities dealing with traffic safety issues to include but not limited to: SADD, MADD, Safe Kids, Public Health, other enforcement agencies, etc.
14. The Grantee must participate in the *Click-it or Ticket*, *CIOT Border2Border*, *Drive Sober or Get Pulled Over (OZT)*, *Operation Southern Slow Down*, *Other State Mobilizations and National Highway Safety campaigns* and report numbers for each campaign to GOHS online reporting website: www.gareporting.com
15. Grantees must obtain prior approval from GOHS before any out of state travel. Approval of out-of-state travel in the application does not constitute out-of-state travel approval. A **Travel Authorization Request** must be submitted and approved in eGOHS Plus prior to making travel arrangements. Before GOHS approval, all claims and reports must be up-to-date.
16. GOHS grantees must submit crash reports electronically to GDOT (GEARS).
17. TEN grantees are required to submit a Governor's Challenge application for the Network. Other LE grantees are strongly encouraged to participate in the Governor's Challenge Program.

Please direct any questions about your grant and/or these conditions to:
Roger Hayes at rhayes@gohs.ga.gov or 404-971-0379.



**GOVERNOR'S OFFICE OF HIGHWAY SAFETY
7 Martin Luther King Jr. Drive SW
Suite 643
Atlanta, GA 30334**

Pre-Award Risk Assessment Form

RATING SCALE

0 – 3	No's	Applicant considered low risk for monitoring	LOW
4 – 7	No's	Applicant considered medium risk for monitoring	MED
8 – 12	No's	Applicant considered high risk for monitoring	HIGH

Based on the above rating scale, applicants will be placed in one risk area. If awarded, sub-recipients will be monitored based on the following:

High Risk

1. Could withhold full or partial payments pending single audit results.
2. Schedule a meeting within the first month of grant award.
3. Require mandatory training attendance by at least two - Authorizing Official, Financial Officer, Agency Administrator.
4. Provide training and technical assistance on program related matters.
5. Consider taking enforcement action against the non-compliant applicants.
6. GOHS will make a minimum of 2 visits to the sub-recipient during the grant year.

Medium Risk

1. Schedule a financial review with the applicant.
2. Could withhold full or partial payments pending single audit results.
3. Provide training and technical assistance on program related matters.

Low Risk

1. Standard monitoring.



SUPPLIER (VENDOR) MANAGEMENT FORM

Item IX. 4.

Agency Vendor Liaisons **MUST** review this form to ensure the supplier has completed the appropriate highlighted sections 2-5.
Agency Vendor Liaisons **MUST** complete Section 1 the "AGENCY LIAISON USE ONLY" section prior to submission to SAO.

SECTION 1 – STATE OF GEORGIA-AGENCY LIAISON USE ONLY

CHECK ONE AND ENTER ID NUMBER

<input type="checkbox"/>	Newly Assigned Supplier ID	<input type="text"/>
<input type="checkbox"/>	Existing TeamWorks Supplier ID	<input type="text"/>

SPECIFY THE TYPE OF ACTION(S) REQUESTED BY THE SUPPLIER (VENDOR)

<input type="checkbox"/>	Change Bank Acct - Enter Loc#	<input type="text"/>	<i>(Required for Bank Changes)</i>				
<input type="checkbox"/>	Change Address – Enter Addr ID#	<input type="text"/>	<i>(Required for Address Changes)</i>				
<input type="checkbox"/>	Replace Invoicing Address	Loc# <input type="text"/>	Addr ID# <input type="text"/>	<input type="checkbox"/>	Replace Remittance Address	Loc# <input type="text"/>	Addr ID# <input type="text"/>
<input type="checkbox"/>	HCM Vendor						
<input type="checkbox"/>	Statewide Contract (DOAS Use Only)						
<input type="checkbox"/>	Classification Change (circle one) Attorney, Gov Non-State of GA, HCM, Non-Supplier, Student, Supplier Minority, Supplier Non-minority						
<input type="checkbox"/>	Other (Provide Details in Section 6 and Initial)						

SECTION 2 – SUPPLIER IDENTIFICATION (Complete all applicable fields) SUPPLIER USE ONLY

FEI/SSN/TIN NUMBER: _____

SUPPLIER NAME: _____

PAYMENT ALT NAME: (IF PAYABLE TO A DIFFERENT NAME) _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

COUNTRY: _____ DRIVERS LICENSE #: _____ DL STATE: _____

PRIMARY#: _____ EXT: _____ SECONDARY#: _____ EXT: _____

LANDLINE CELL (USED FOR IDENTITY VERIFICATION) LANDLINE CELL (USED FOR IDENTITY VERIFICATION)

CONTACT EMAIL: _____

SECTION 3 – BANK ACCOUNT INFORMATION (REQUIRED FOR ALL NEW SUPPLIERS OR BANKING CHANGES/ADDS FOR EXISTING SUPPLIERS) SUPPLIER USE ONLY

ROUTING # ACCOUNT #

Check here if General Bank Account can be used by ALL State of Georgia agencies making payments.

Check here if this account can only be used for a SPECIFIC PURPOSE. _____
Describe specific purpose

ACCOUNTS RECEIVABLE NOTIFICATION

PYMT REMIT EMAIL: _____

PYMT REMIT EMAIL: _____

I authorize the State of Georgia to deposit payment for goods and/or services received into the provided bank account by the Automated Clearing House (ACH). I further acknowledge that this agreement is to remain in full effect until such time as changes to the bank account information are submitted in writing by the vendor or individual named below. It is the sole responsibility of the vendor or individual to notify the State of Georgia of any changes to the bank account information. The State of Georgia independently authenticates bank account ownership.

Printed Name of Company Officer _____ Signature of Company Officer _____ Date _____

SECTION 4 – SPECIFY TYPE OF ACTION(S). CHECK ALL THAT APPLY TO THIS REQUEST.

<input type="checkbox"/>	Deactivate Supplier Profile <i>(Enter justification in Section 6)</i>		
<input type="checkbox"/>	Reactivate Supplier Profile		
<input type="checkbox"/>	Add <u>New</u> Bank Account (Must complete Section 3)		
<input type="checkbox"/>	Change <u>Existing</u> Bank Account (Must complete Sections 1 & 3)		
<input type="checkbox"/>	FEI/TIN Change (Cannot be changed if 1099 applicable)		
<input type="checkbox"/>	Supplier (Business) Name Change		
<input type="checkbox"/>	Add <u>Additional</u> Business Address (Must complete Section 2)		
<input type="checkbox"/>	Change <u>Existing</u> Business Address (Must complete Sections 1 & 2)		
<input type="checkbox"/>	Non- 1099 Applicable	<input type="checkbox"/>	1099 Applicable
<input type="checkbox"/>	1099-M	Enter Code	<input type="checkbox"/> (Required for Form 1099-M)
<input type="checkbox"/>	1099-N	Code	<input type="checkbox"/> 01 (01 is the only code available for the 1099-NEC)
<input type="checkbox"/>	1099 ADDR ID#	<input type="checkbox"/>	(Enter Address ID # where to mail 1099)
<input type="checkbox"/>	Other (Provide Details in Section 6)		

SECTION 5 – TYPE OF BUSINESS (Check All That Apply)

BUSINESS CERTIFICATIONS – CHECK ALL THAT APPLY				MINORITY BUSINESS ENTERPRISE (51% Owned):					
<input type="checkbox"/>	*Small Business	<input type="checkbox"/>	Women Owned	<input type="checkbox"/>	Hispanic – Latino	<input type="checkbox"/>	African American	<input type="checkbox"/>	Native American
<input type="checkbox"/>	GA Resident Business	<input type="checkbox"/>	Minority Business Certified	<input type="checkbox"/>	Asian American	<input type="checkbox"/>	Pacific Islander	<input type="checkbox"/>	Not Applicable

*Based on Georgia law (OCGA 50-5-21) (3) "Small Business" means any business which is independently owned and operated. Additionally, such business must either have 300 or less employees OR \$30 million or less in gross receipts per year.

SECTION 6 – ADDITIONAL SUPPLIER COMMENTS (Required if the "Other" or "Deactivate" boxes are checked in Section 1

By my signature, I certify that all reasonable effort has been made to submit information that is complete, accurate, true, and is associated with the supplier's name and Tax ID listed below.

Liaison Name: _____ Agency BU#: _____
 Signature: _____ Date: _____
 Email: _____ Phone: _____

Staff Report

Subject: GOHS Grant Award
Author: Mark W. Barnes, Finance Director
Department: Finance Department
Meeting Date: 10/18/22
Item Description: Consideration to accept a grant award from the Georgia Governor's Office of Highway Safety (GOHS) State and Community Highway Safety Grant Program, grant number GA-2023-402 PT-032.

Summary Recommendation:

Staff is requesting approval to accept a grant award from the Georgia Governor's Office of Highway Safety (GOHS) State and Community Highway Safety Grant Program.

Executive Summary:

The Governor's Office of Highway Safety (GOHS) administers grant funding for various programs that address 11 national traffic safety priority areas of impaired driving, police traffic services, speed control, roadway safety, occupant protection/child passenger safety, pedestrian and bicycle safety, motorcycle safety, traffic records and community traffic safety. Focusing on these areas has historically proven to be more effective than other efforts to reduce traffic crashes, injuries, and fatalities.

Funding for these grants is allocated to Georgia GOHS and other states annually from the National Highway Traffic Safety Administration (NHTSA) using a formula based on population and road mileage. GOHS then awards the funding to state and local safety-related agencies as "seed" money for the development and implementation of programs that address traffic safety problem areas or expand ongoing activities in safety priority areas.

The Effingham County Sheriff's Office will utilize the funds to purchase equipment and to provide services that will educate the public on highway safety and facilitate the implementation of programs that reduce crashes, injuries and fatalities on roadways in the Effingham County community.

Background:

1. This is a reimbursement grant.
2. The awarded funding amount is \$61,990.00.
3. There is no cost share requirement.

Alternatives for Commission to Consider:

1. Approve the acceptance of a GOHS State and Community Highway Safety Grant award.
2. Do not approve the acceptance of a GOHS State and Community Highway Safety Grant award.

3. Provide Staff with Direction

Recommended Alternative:

Staff recommends Alternative number 1 – Approve the acceptance of a GOHS State and Community Highway Safety Grant award.

Other Alternatives:

N/A

Department Review: *(list departments)*

Effingham County Sheriff's Office

Funding Source:

No cost share requirement

Attachments:

GOHS GA-2023-402 PT-032 State and Community Highway Safety Award Letter



Governor's Office of Highway Safety

7 Martin Luther King Jr Drive • Suite 643 • Atlanta, Georgia 30334
Telephone: 404.656.6996 or 888.420.0767 • Facsimile: 404.651.9107
www.gahighwaysafety.org

Brian P. Kemp
GOVERNOR

Allen Poole
DIRECTOR

September 19, 2022

Mr. Jimmy McDuffie
Effingham County Sheriff's Office
P.O. Box 1015
Springfield, GA 31329

Re: Application #: GA-2023-Effingham -00032-C
Grant #: GA-2023-402 PT-032
Project Title: Speed / DUI Detection

Dear Mr. Jimmy McDuffie:

Congratulations! It is my pleasure to inform you that your application in the amount of **\$61,990.00** federal funds has been approved. The effective date of the grant is October 1, 2022 through September 30, 2023. Allowed costs incurred within this period are reimbursable at a rate of 100% of the approved federal funds allocated above. Please keep in mind that all GOHS Grant funds must be identified separately in your accounting system. For additional details, please reference the Grant Terms and Conditions #5 entitled, "Accounting Records/Source Documentation."

As a reminder, GOHS and the National Highway Traffic Safety Administration (NHTSA) must provide your agency with written approval prior to the purchase of any equipment item costing \$5,000.00 or more. Throughout this process, your agency must ensure that their local procurement policies as well as the Buy America Act requirements are followed. If local policies are not available, your agency must use the State of Georgia procurement procedures.

GOHS is required to complete Risk Assessments on each grantee prior to the award and notify the grantee of the outcome. The Risk Assessment is based upon prior grants, audit reports, and/or interaction during the application process. Your agency's Risk Assessment score for the FFY 2023 grant year is **Low**. For additional information, please review the enclosed attachment entitled, "Risk Assessment".

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SAM Unique Entity Identifier: WCFEKENTR7A8

Assistance Listing Title: State and Community Highway Safety

Assistance Listing Number: 20.600

FAIN: 69A37522300004020GA0

Subaward Period of Performance State and End Date: October 1, 2022 – September 30, 2023

Subaward Budget Period State and End Date: October 1, 2022 – September 30, 2023

Included with this letter is a copy of your signed certification page for your files.

Should you have questions regarding the content of this letter, please contact your assigned grant manager, Mr. W. Harrelson at (404) 656-6996. GOHS looks forward to your partnership in helping to make Georgia's roadways safer.

Sincerely,



Allen Poole
Director

AP/sw

Enclosures **(5)**

cc: Mr. James Thompson, Agency Administrator
Mr. Wesley Corbitt, Financial Officer
Mr. W. Harrelson, Planner/Grant Manager





**GOVERNOR'S OFFICE OF HIGHWAY SAFETY
7 Martin Luther King Jr. Drive SW
Suite 643
Atlanta, GA 30334**

Pre-Award Risk Assessment Form

RATING SCALE

0 – 3	No's	Applicant considered low risk for monitoring	LOW
4 – 7	No's	Applicant considered medium risk for monitoring	MED
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Based on the above rating scale, applicants will be placed in one risk area. If awarded, sub-recipients will be monitored based on the following:

High Risk

1. Could withhold full or partial payments pending single audit results.
2. Schedule a meeting within the first month of grant award.
3. Require mandatory training attendance by at least two - Authorizing Official, Financial Officer, Agency Administrator.
4. Provide training and technical assistance on program related matters.
5. Consider taking enforcement action against the non-compliant applicants.
6. GOHS will make a minimum of 2 visits to the sub-recipient during the grant year.

Medium Risk

1. Schedule a financial review with the applicant.
2. Could withhold full or partial payments pending single audit results.
3. Provide training and technical assistance on program related matters.

Low Risk

1. Standard monitoring.



SUPPLIER (VENDOR) MANAGEMENT FORM

Item IX. 5.

Agency Vendor Liaisons MUST review this form to ensure the supplier has completed the appropriate highlighted sections 2-5.
Agency Vendor Liaisons MUST complete Section 1 the "AGENCY LIAISON USE ONLY" section prior to submission to SAO.

SECTION 1 – STATE OF GEORGIA-AGENCY LIAISON USE ONLY

CHECK ONE AND ENTER ID NUMBER

<input type="checkbox"/>	Newly Assigned Supplier ID	
<input type="checkbox"/>	Existing TeamWorks Supplier ID	

SPECIFY THE TYPE OF ACTION(S) REQUESTED BY THE SUPPLIER (VENDOR)

<input type="checkbox"/>	Change Bank Acct - Enter Loc#		(Required for Bank Changes)				
<input type="checkbox"/>	Change Address – Enter Addr ID#		(Required for Address Changes)				
<input type="checkbox"/>	Replace Invoicing Address	Loc#	Addr ID#	<input type="checkbox"/>	Replace Remittance Address	Loc#	Addr ID#
<input type="checkbox"/>	HCM Vendor						
<input type="checkbox"/>	Statewide Contract (DOAS Use Only)						
<input type="checkbox"/>	Classification Change (circle one) Attorney, Gov Non-State of GA, HCM, Non-Supplier, Student, Supplier Minority, Supplier Non-minority						
<input type="checkbox"/>	Other (Provide Details in Section 6 and Initial)						

SECTION 2 – SUPPLIER IDENTIFICATION (Complete all applicable fields) SUPPLIER USE ONLY

FEI/SSN/TIN NUMBER: _____

SUPPLIER NAME: _____

PAYMENT ALT NAME: (IF PAYABLE TO A DIFFERENT NAME) _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

COUNTRY: _____ DRIVERS LICENSE #: _____ DL STATE: _____

PRIMARY#: _____ EXT: _____ SECONDARY#: _____ EXT: _____

LANDLINE CELL (USED FOR IDENTITY VERIFICATION) _____ LANDLINE _____ CELL (USED FOR IDENTITY VERIFICATION) _____

CONTACT EMAIL: _____

SECTION 3 – BANK ACCOUNT INFORMATION (REQUIRED FOR ALL NEW SUPPLIERS OR BANKING CHANGES/ADDS FOR EXISTING SUPPLIERS) SUPPLIER USE ONLY

ROUTING # ACCOUNT #

Check here if General Bank Account can be used by ALL State of Georgia agencies making payments.

Check here if this account can only be used for a SPECIFIC PURPOSE. _____
Describe specific purpose

ACCOUNTS RECEIVABLE NOTIFICATION

PYMT REMIT EMAIL: _____

PYMT REMIT EMAIL: _____

I authorize the State of Georgia to deposit payment for goods and/or services received into the provided bank account by the Automated Clearing House (ACH). I further acknowledge that this agreement is to remain in full effect until such time as changes to the bank account information are submitted in writing by the vendor or individual named below. It is the sole responsibility of the vendor or individual to notify the State of Georgia of any changes to the bank account information. The State of Georgia independently authenticates bank account ownership.

Printed Name of Company Officer _____ Signature of Company Officer _____ Date _____

SECTION 4 – SPECIFY TYPE OF ACTION(S). CHECK ALL THAT APPLY TO THIS REQUEST.

<input type="checkbox"/> Deactivate Supplier Profile <i>(Enter justification in Section 6)</i>			
<input type="checkbox"/> Reactivate Supplier Profile			
<input type="checkbox"/> Add New Bank Account (Must complete Section 3)			
<input type="checkbox"/> Change Existing Bank Account (Must complete Sections 1 & 3)			
<input type="checkbox"/> FEI/TIN Change (Cannot be changed if 1099 applicable)			
<input type="checkbox"/> Supplier (Business) Name Change			
<input type="checkbox"/> Add Additional Business Address (Must complete Section 2)			
<input type="checkbox"/> Change Existing Business Address (Must complete Sections 1 & 2)			
<input type="checkbox"/> Non- 1099 Applicable		<input type="checkbox"/> 1099 Applicable	
<input type="checkbox"/> 1099-M	Enter Code	<input type="checkbox"/>	<i>(Required for Form 1099-M)</i>
<input type="checkbox"/> 1099-N	Code	01	<i>(01 is the only code available for the 1099-NEC)</i>
1099 ADDR ID#	<input type="checkbox"/>	<i>(Enter Address ID # where to mail 1099)</i>	
<input type="checkbox"/> Other <i>(Provide Details in Section 6)</i>			

SECTION 5 – TYPE OF BUSINESS (Check All That Apply)

BUSINESS CERTIFICATIONS – CHECK ALL THAT APPLY				MINORITY BUSINESS ENTERPRISE (51% Owned):			
<input type="checkbox"/> *Small Business	<input type="checkbox"/>	<input type="checkbox"/> Women Owned	<input type="checkbox"/>	<input type="checkbox"/> Hispanic – Latino	<input type="checkbox"/>	<input type="checkbox"/> African American	<input type="checkbox"/> Native American
<input type="checkbox"/> GA Resident Business	<input type="checkbox"/>	<input type="checkbox"/> Minority Business Certified	<input type="checkbox"/>	<input type="checkbox"/> Asian American	<input type="checkbox"/>	<input type="checkbox"/> Pacific Islander	<input type="checkbox"/> Not Applicable

*Based on Georgia law (OCGA 50-5-21) (3) "Small Business" means any business which is independently owned and operated. Additionally, such business must either have 300 or less employees OR \$30 million or less in gross receipts per year.

SECTION 6 – ADDITIONAL SUPPLIER COMMENTS (Required if the "Other" or "Deactivate" boxes are checked in Section 1

By my signature, I certify that all reasonable effort has been made to submit information that is complete, accurate, true, and is associated with the supplier's name and Tax ID listed below.

Liaison Name: _____ Agency BU#: _____
 Signature: _____ Date: _____
 Email: _____ Phone: _____

GOVERNOR'S OFFICE OF HIGHWAY SAFETY GRANT SPECIAL CONDITIONS

Law Enforcement Grants (Non-HEAT) - FFY 2023

The Georgia Governor's Office of Highway Safety (GOHS) is pleased to award this grant, with the **following special conditions**:

All GOHS grantees are expected to fulfill the following requirements in addition to the terms and conditions in the attached grant application:

1. All grantees are **required** to promote Georgia's safety belt laws, to include the necessity of drivers and passengers wearing safety belts and placing children in age/height appropriate child safety restraints. GOHS will provide information on the current Georgia safety belt law to the grantee.
2. All grantees are **required** to publicize their GOHS Awarded grant with the media, utilizing print, radio and/or television. This announcement must receive prior approval from GOHS before releasing to the media. It must be made within the first (1st) quarter of the approved grant. A copy of the actual announcement must be forwarded to GOHS. Records **must** be kept and provided to GOHS of all print media articles related to the grant as well as a copy of all announcements sent to radio and television stations. If possible, please provide radio/television station verification of the dates and times when announcements were aired.
3. All printed items produced with grant funds or ordered and paid for by this grant must receive prior approval from GOHS and include the current GOHS logo and/or a statement that says either "*This project is funded by the Georgia Governor's Office of Highway Safety*" or "*The Georgia Governor's Office of Highway Safety is a full partner in this program.*" Photo or scan of final produced items shall be attached with the invoice when filing for reimbursement.
4. All equipment **must** be purchased within the first three (3) months after the grant award effective date. Equipment with a cost of \$5000.00 or more must be approved by GOHS and NHTSA prior to purchase. The agency must ensure that their local procurement policies as well as the Buy America Act are followed.
5. Grantee **must** submit a final programmatic report. The established due date will be provided by GOHS prior to the end of the fiscal year.
6. All grant programs **must** have an evaluation component that is approved by the Governor's Office of Highway Safety.
7. Grantee receiving funds from GOHS must submit programmatic and claim reports **MONTHLY**, by the 20th of the following month. Monthly reports must document and support the objectives and activities outlined in grant. No financial claim will be processed without a programmatic report, which supports the expense.
8. Law enforcement/prosecutor activity hours are a condition of the project. GOHS will not reimburse based upon a salary of an individual. Please review full Grant Terms and Conditions for further regarding the "General Cost of Government" regulations.
9. Qualified Officers/Deputies assigned to activity hours must provide documentation showing hours worked AND hours worked on the project along with enforcement activity on a monthly basis. This documentation will be submitted via GOHS Form 203 or GOHS Form 203N.

10. Qualified Officers/Deputies must have sufficient training in traffic enforcement, including Radar, Lidar, SFST, ARIDE etc. to perform project activities.
11. Grant amendments, if needed, must be submitted in eGOHS Plus prior to June 30th.
12. The Grantee **must** participate in regional Traffic Enforcement Network meetings and initiatives during the grant year. This should include monthly meetings, local safety events and campaigns, and press events.
13. All grant programs must cooperate fully with entities dealing with traffic safety issues to include but not limited to: SADD, MADD, Safe Kids, Public Health, other enforcement agencies, etc.
14. The Grantee must participate in the *Click-it or Ticket*, *CIOT Border2Border*, *Drive Sober or Get Pulled Over (OZT)*, *Operation Southern Slow Down*, *Other State Mobilizations and National Highway Safety campaigns* and report numbers for each campaign to GOHS online reporting website: www.gareporting.com
15. Grantees must obtain prior approval from GOHS before any out of state travel. Approval of out-of-state travel in the application does not constitute out-of-state travel approval. A **Travel Authorization Request** must be submitted and approved in eGOHS Plus prior to making travel arrangements. Before GOHS approval, all claims and reports must be up-to-date.
16. GOHS grantees must submit crash reports electronically to GDOT (GEARS).
17. TEN grantees are required to submit a Governor's Challenge application for the Network. Other LE grantees are strongly encouraged to participate in the Governor's Challenge Program.

Please direct any questions about your grant and/or these conditions to:

Roger Hayes at rhayes@gohs.ga.gov or 404-971-0379.

Staff Report

Subject: Rezoning (First District)
Author: Teresa Concannon, AICP, Planning Manager
Department: Development Services
Meeting Date: October 18, 2022
Item Description: **3 Byrds Development, LLC** requests to **rezone** 39.46 acres from **AR-1** to **R-3** to allow for a multi-family residential development. Located on Hwy 30. **[Map# 352 Parcel# 18]**

Summary Recommendation

Staff has reviewed the application, and recommends **denial** of the request to **rezone** 39.46 acres from **AR-1** to **R-3** to allow for a 355-unit multi-family residential development on Hwy 30.

Executive Summary/Background

- The request for rezoning is a requirement of Appendix C, Article IX-Amendments to Map or Text, Section 9. The R-3 multi-family zoning district allows up to 9 dwelling units per acre, and requires at least 15% of net usable area as common outdoor open space.
- The concept plan for the proposed 355-unit townhome/apartment development includes a clubhouse, playgrounds, common areas, and a proposed 20’ buffer around the perimeter. Specific acreage for common open space are not specified on the concept plan.
- The applicant proposes to extend lines ~1000’ to connect to existing water and sewer at Windfield.
- The proposed development is inconsistent with neighboring development types, which are low to medium density residential developments. Residential lot sizes in the area range from 6,600 sf (R-6 & PD) to multi-acre AR properties. The concept plan does not include lot size information.
- There are two R-3 zoned properties within two miles. One has an approved sketch plan (141 units on 16.95 ac=8.3 units per acre), and is situated next to the S. Effingham Middle and High School complex. The other is church-owned, with no approved development plan.
- The proposed multifamily development is not connected to pedestrian facilities, or retail/service facilities. High density residential development is more suitable in an urban activity center, where pedestrian facilities, transit, and retail/commercial services are available to support residents.
- If rezoning is approved, staff will meet with the applicant to discuss infrastructure design & ownership. The sketch plan should include connectivity with adjacent parcels, as well as internal street block lengths that meet ordinance requirements. In addition, a Traffic Impact Assessment will be required.
- At the May 16 Planning Board meeting, Ryan Thompson made a motion to **deny** the request to **rezone** 39.46 acres from **AR-1** to **R-3**. The motion was seconded by Brad Smith, and carried unanimously.
- On May 31, the applicant requested to postpone the application until the September 6 Board meeting. On August 12, the applicant requested a second postponement. The Board approved postponement to October 18.

Alternatives

1. Approve request to **rezone** 39.46 acres from **AR-1** to **R-3** to allow for a multi-family residential development, with the following conditions:

1. Future use of the above-referenced property being rezoned shall meet the requirements of the R-3 zoning district, and meet all requirements of Appendix B – Subdivision Regulations
2. A Sketch Plan must be submitted for approval before site development plans are submitted.
3. Owner must obtain a Timber Permit from Development Services prior to removal of trees.
4. Site development plans must comply with the Effingham County Water Resources Protection Ordinance and the Stormwater Management Local Design Manual.
5. A Traffic Impact Assessment must be submitted during the development plan review process, pursuant to Effingham County Traffic Study Requirements.

2. Deny the request to **rezone** 39.46 acres from **AR-1** to **R-3**.

Recommended Alternative: 2

Department Review: Development Services

- Attachments:**
1. Rezoning application and checklist
 2. Ownership certificate/authorization

Other Alternatives: 1

FUNDING: N/A

3. Plat
4. Aerial photograph
5. Deed

ATTACHMENT A – REZONING AMENDMENT APPLICATION

Application Date: 03/09/2022

Applicant/Agent: 3 Byrds Development, LLC

Applicant Email Address: m.byrd@mattbyrdhomes.com

Phone # 912-704-6400

Applicant Mailing Address: 122 Canal Street, Suite 108

City: Pooler State: GA Zip Code: 31322

Property 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: Noel C. Conaway Road (Hwy 30)

Proposed Road Access: Noel C. Conaway Road (Hwy 30)

Present Zoning of Property: AR-1 Proposed Zoning: R-3

Tax Map-Parcel # 03520018 Total Acres: 39.46 Acres to be Rezoned: 39.46

Lot Characteristics: Rectangle in shape

WATER

SEWER

Private Well

Private Septic System

Public Water System

Public Sewer System

If public, name of supplier: Effingham County

Justification for Rezoning Amendment: To develop a multi-family community.

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

North AR-1 South R6 East AR-2 West AR-1

ATTACHMENT A – REZONING AMENDMENT APPLICATION

Application Date: 03/09/2022

Applicant/Agent: 3 Byrds Development, LLC

Applicant Email Address: m.byrd@mattbyrdhomes.com

Phone # 912-704-6400

Applicant Mailing Address: 122 Canal Street, Suite 108

City: Pooler State: GA Zip Code: 31322

Property 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: Noel C. Conaway Road (Hwy 30)

Proposed Road Access: Noel C. Conaway Road (Hwy 30)

Present Zoning of Property: AR-1 Proposed Zoning: R-3

Tax Map-Parcel # 03520018 Total Acres: 39.46 Acres to be Rezoned: 39.46

Lot Characteristics: Rectangle in shape

WATER

SEWER

____ Private Well

____ Private Septic System

X Public Water System

X Public Sewer System

If public, name of supplier: Effingham County

Justification for Rezoning Amendment: To develop a multi-family community.

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

North AR-1 South R6 East AR-2 West AR-1

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

Currently zoned as AR-1.

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

No.

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

We would like to rezone the property to R-3 and develop a multi-family community with multiple common areas, playgrounds, picnic areas, trails, and a clubhouse.

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

There are multiple R-6 communities alongside Hwy 30, and a R-3 zoned property next to the High School.

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?

Similar in use to teh two mini R-6 communities across the street on Hwy 30.

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?

No.

Applicant Signature:  Date 3/9/22

ATTACHMENT B - OWNERSHIP CERTIFICATION

I, (we) the undersigned, do hereby certify that I (we) own the property affected by the proposed

Amendment to the Effingham County Zoning Ordinance by virtue of a deed date

02/15/1990, on file in the office of the Clerk of the Superior Court of

Effingham County, in Deed Book 278 page 303.

I hereby certify that I am the owner of the property being proposed for Rezoning Amendment Approval, and I have answered all of the questions contained herein and know the same to be true and correct. I hereby acknowledge that I have reviewed the application checklist, and further acknowledge that any omission of the items above will cause a delay in the review of my request.

Owner's signature _____

Print Name _____

Owner's signature _____

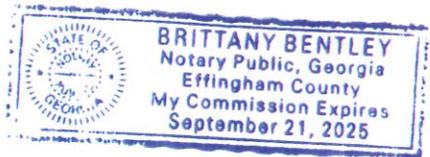
Print Name _____

Owner's signature *[Signature]* _____

Print Name 3 Byrd's Development, LLC _____

Sworn and subscribed before me this 9th day of March, 20 22.

Brittany Bentley
Notary Public, State of Georgia



After recording return to:
McManamy Jackson Hollis, LLC
415 Eisenhower Drive, No. 1
Savannah, Georgia 31406
File No. 2022-2284MJHS

STATE OF GEORGIA }

COUNTY OF Effingham

EXECUTOR'S DEED

THIS INDENTURE, made and entered into this 15th day of March, 2022, by and between **STEPHEN CRAIG NORTH, AS EXECUTOR UNDER THE LAST WILL AND TESTAMENT OF ROBERT M. NORTH, JR., deceased**, as Party of the First Part and **3 BYRDS DEVELOPMENT, LLC, a Georgia limited liability company**, as Party of the Second Part.

-WITNESSETH-

WHEREAS, ROBERT M. NORTH, JR. died testate in Effingham County, Georgia on January 5, 2021 and upon the petition of Stephen Craig North, Letters Testamentary under the Last Will and Testament of the said Robert M. North, Jr., deceased, were issued to the said STEPHEN CRAIG NORTH by order of the Probate Court of Effingham County, Georgia dated March 12, 2021.

WHEREAS, all of the debts and taxes due upon said Estate have been satisfied.

WHEREAS, the said Executor continues to actively manage the affairs of the Estate and no Assent to Devise has been granted.

NOW THEREFORE, said Party of the First, for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, in hand paid at and before the sealing and delivery of these presents, receipt whereof is hereby acknowledged, has granted, bargained, sold and convey unto the said Party of the Second Part, its successors and assigns, all of the following described tract or parcel of land, to-wit:

See Exhibit "A" attached hereto and incorporated herein by reference.

TO HAVE AND TO HOLD the said premises, together with all and singular the rights, members and appurtenances thereof, to the same being, belonging or in anywise appertaining, to the only proper use, benefit and behoof of the said Party of the Second Part, its successors and assigns, forever in FEE SIMPLE.

IN WITNESS WHEREOF, the undersigned has hereunto set his/her hand and seal on the day and year first above written as the date hereof.

Signed, sealed and delivered in the presence of:

By: Stephen Craig North (SEAL)
STEPHEN CRAIG NORTH,
AS EXECUTOR UNDER THE LAST WILL AND
TESTAMENT OF ROBERT M. NORTH, JR.,
deceased.

Mary L. Braswell
WITNESS

Paula Foil
NOTARY PUBLIC
STATE OF: Georgia
COUNTY OF: Barrow



EXHIBIT "A"Legal Description of Property

All those lots, tracts or parcels of land, lying, situate and being in the Effingham County, Georgia, known as Parcel #1 and Parcel #2 upon a plat thereof entitled "Plat of Division of J.R. Conaway Estate" prepared by Paul D. Wilder, Georgia Registered Land Surveyor, recorded in Plat Book 16, Page 197, in the office of the Clerk of Superior Court of Effingham County, Georgia. Said Parcel #1 was conveyed to Robert M. North, Jr. by Warranty Deed dated February 15, 1990, recorded in Deed Book 278, Page 303, in the aforesaid Clerk's Office; and said Parcel #2 was conveyed to Robert M. North, Jr. by Warranty Deed dated March 31, 1992, recorded in Deed Book 310, Page 561, in the aforesaid Clerk's Office. Said plat and deeds are incorporated herein by reference.

0 Noel Conaway Road, Guyton, Georgia 31312
Tax PIN 03520018

QUIT CLAIM DEED

This indenture, made this 14th day of March, 2022 between MICHAEL MEYERS NORTH and ELIZABETH BROXTON, collectively party of the first part, and 3 BYRDS DEVELOPMENT, LLC, a Georgia limited liability company, as party of the second part,

WITNESSETH

Party of the first part, for and in consideration of the sum of One (\$1.00) Dollar and other valuable considerations, receipt whereof is hereby acknowledged, does hereby grant, bargain, convey, release and forever quitclaim unto the second party, its heirs, successors and assigns, all my undivided interest in and to the following described property, to wit:

All those lots, tracts or parcels of land, lying, situate and being in the Effingham County, Georgia, known as Parcel #1 and Parcel #2 upon a plat thereof entitled "Plat of Division of J.R. Conaway Estate" prepared by Paul D. Wilder, Georgia Registered Land Surveyor, recorded in Plat Book 16, Page 197, in the office of the Clerk of Superior Court of Effingham County, Georgia. Said Parcel #1 was conveyed to Robert M. North, Jr. by Warranty Deed dated February 15, 1990, recorded in Deed Book 278, Page 303, in the aforesaid Clerk's Office; and said Parcel #2 was conveyed to Robert M. North, Jr. by Warranty Deed dated March 31, 1992, recorded in Deed Book 310, Page 561, in the aforesaid Clerk's Office. Said plat and deeds are incorporated herein by reference.

0 Noel Conaway Road, Guyton, Georgia 31312

Tax PIN 03520018

SUBJECT TO COVENANTS, EASEMENTS AND RESTRICTIONS OF RECORD.

TO HAVE AND TO HOLD said property, together with all and singular the rights, members, hereditaments, improvements, easements and appurtenances thereunto belonging or in any wise appertaining unto the second party, its heirs, successors and assigns, so that neither first party nor its heirs, successors and assigns, nor any person or persons claiming under it shall have, claim or demand and right to the above-described property, or its appurtenances.

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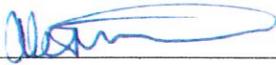
SIGNATURE PAGE TO FOLLOW

SIGNATURE PAGE TO QUITCLAIM DEED

IN WITNESS WHEREOF, the first party has caused these presents to be executed by its authorized signatory hereto on the day and year first above written.

Signed, sealed and delivered

in the presence of:



Witness


Notary Public

By:  (Seal)
MICHAEL MEYERS NORTH

Notary Seal:



QUIT CLAIM DEED

This indenture, made this 11 day of March, 2022 between MICHAEL MEYERS NORTH and ELIZABETH BROXTON, collectively party of the first part, and 3 BYRDS DEVELOPMENT, LLC, a Georgia limited liability company, as party of the second part,

WITNESSETH

Party of the first part, for and in consideration of the sum of One (\$1.00) Dollar and other valuable considerations, receipt whereof is hereby acknowledged, does hereby grant, bargain, convey, release and forever quitclaim unto the second party, its heirs, successors and assigns, all my undivided interest in and to the following described property, to wit:

All those lots, tracts or parcels of land, lying, situate and being in the Effingham County, Georgia, known as Parcel #1 and Parcel #2 upon a plat thereof entitled "Plat of Division of J.R. Conaway Estate" prepared by Paul D. Wilder, Georgia Registered Land Surveyor, recorded in Plat Book 16, Page 197, in the office of the Clerk of Superior Court of Effingham County, Georgia. Said Parcel #1 was conveyed to Robert M. North, Jr. by Warranty Deed dated February 15, 1990, recorded in Deed Book 278, Page 303, in the aforesaid Clerk's Office; and said Parcel #2 was conveyed to Robert M. North, Jr. by Warranty Deed dated March 31, 1992, recorded in Deed Book 310, Page 561, in the aforesaid Clerk's Office. Said plat and deeds are incorporated herein by reference.

0 Noel Conaway Road, Guyton, Georgia 31312

Tax PIN 03520018

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TO HAVE AND TO HOLD said property, together with all and singular the rights, members, hereditaments, improvements, easements and appurtenances thereunto belonging or in any wise appertaining unto the second party, its heirs, successors and assigns, so that neither first party nor its heirs, successors and assigns, nor any person or persons claiming under it shall have, claim or demand and right to the above-described property, or its appurtenances.

REMAINDER OF PAGE INTENTIONALLY BLANK

SIGNATURE PAGE TO FOLLOW

SIGNATURE PAGE TO QUITCLAIM DEED

IN WITNESS WHEREOF, the first party has caused these presents to be executed by its authorized signatory hereto on the day and year first above written.

Signed, sealed and delivered

in the presence of:

Andy Patis
Witness

By: Elizabeth Broxton (Seal)
ELIZABETH BROXTON

Maria Bronschel
Notary Public

My commission expires 02/03/2015

Notary Seal:



No data available for the following modules: CUVA Renewal Letter, Land, Conservation Use Rural Land, Residential Improvement Information, Commercial Improvement Information, Mobile Homes, Prebill Mobile Homes, Permits, Sketches.

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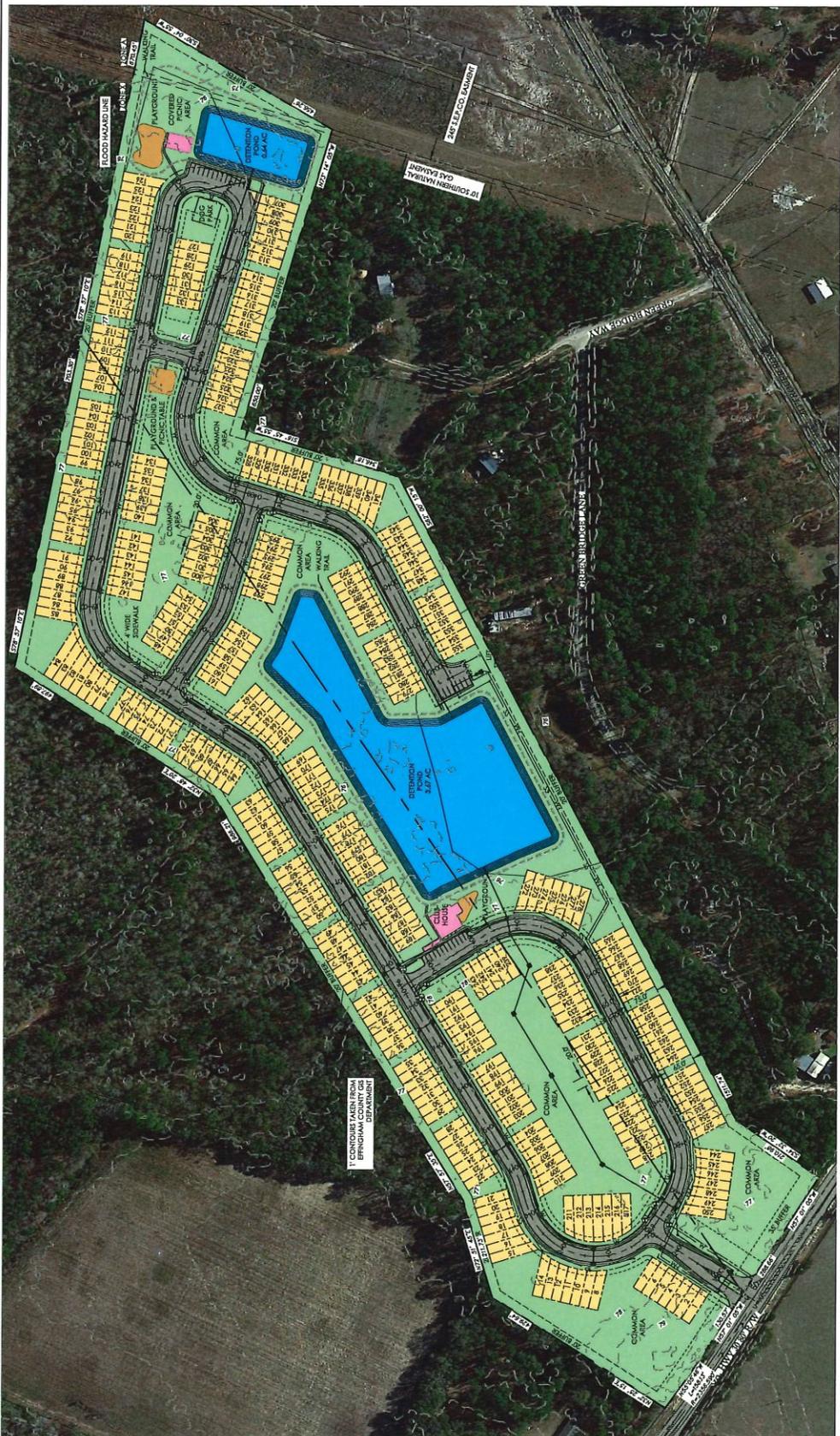
[User Privacy Policy](#)
[GDPR Privacy Notice](#)



Last Data Upload: 3/21/2022, 12:23:08 AM

03/21/2022 12:23:08 AM

	2.0, 808.1749 RMCON, GA 31268 PH: (770) 697-9447 EMAIL: info@denningfielding.com		REVISIONS NO. DATE REQ. BY - - - - - - - - - - - -	DESIGNED: AT/A DRAWN: AT/A CHECKED: AT/A DATE: 03/13/2022 JOB NO.: SCALE: 1" = 100'	NORTH TRACT MULTIFAMILY DEVELOPMENT PREPARED FOR: MATT BYRD CONCEPTUAL LAYOUT	SHEET NUMBER 1 OF 1
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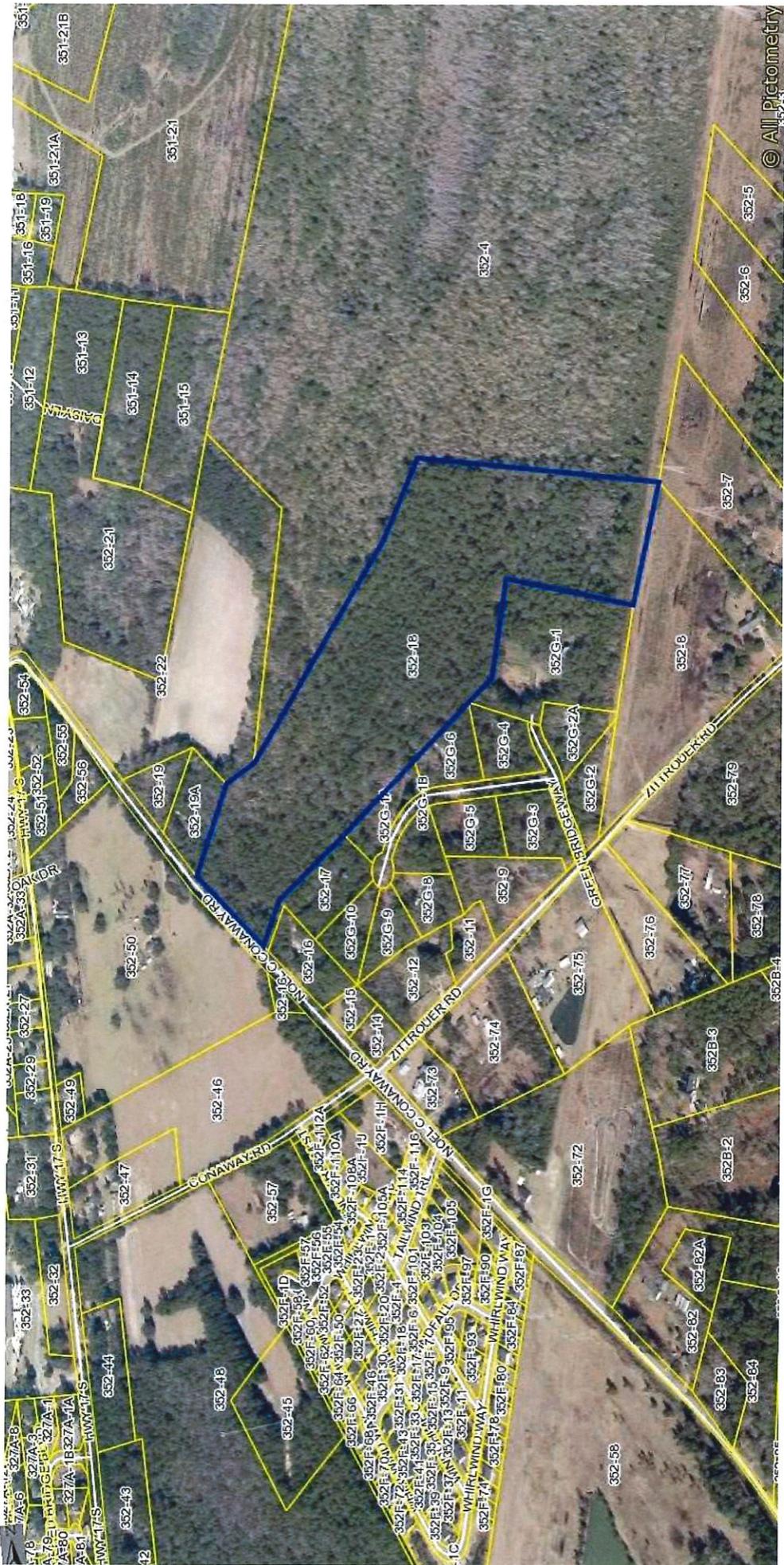
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2. PROPOSED DENSITIES: 3.5
3. SETBACK FROM PUBLIC STREET = 35'
FRONT YARD SETBACK = 10'
SIDE YARD SETBACK = 15'
REAR YARD SETBACK = 15'
4. TOTAL PERCENT OF COVERAGE = 40%
5. TOTAL AREA OF SITE = 327.44 AC
TOTAL AREA OF COMMON OPEN SPACE = 537 AC
NET USABLE ACRES = 374.44 ACRES
6. OPEN SPACE REQUIREMENTS
100% FOR DWELLING UNITS X 3.55 UNITS = 423,000 SF
15% OF NET USABLE ACRES X 3,744 NET USABLE ACRES = 537 ACRES
7. OFF STREET PARKING SPACES REQUIRED = 1,200
8. WATER TO BE PROVIDED BY EFRINGHAM COUNTY.
9. SEWER TO BE PROVIDED BY EFRINGHAM COUNTY.



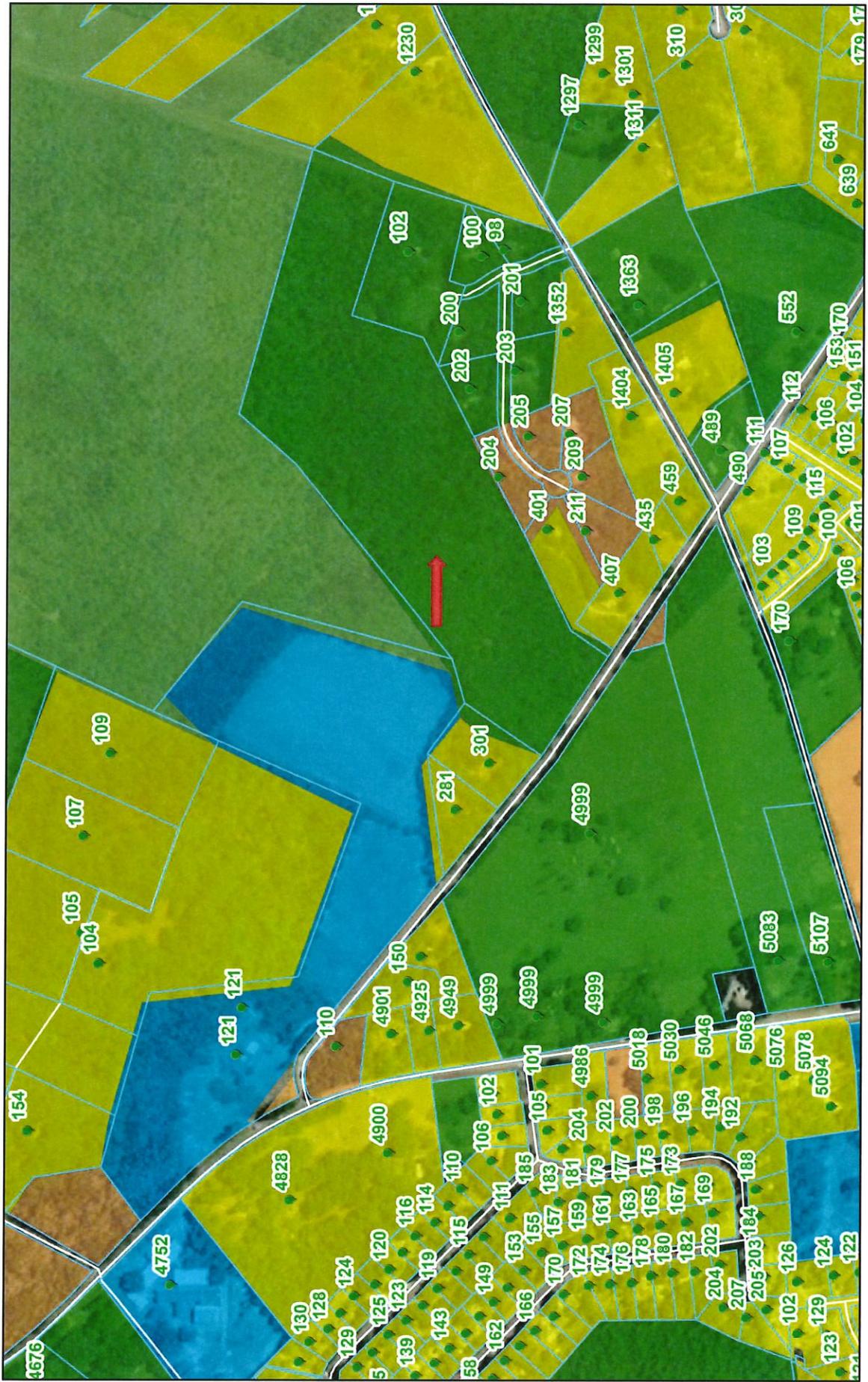
GSWCC
 GEORGIA SURVEYING & MAPPING BOARD
 PROFESSIONAL SURVEYOR
 MATT BYRD, STATE OF GEORGIA, NO. 12457

352-18



352-18

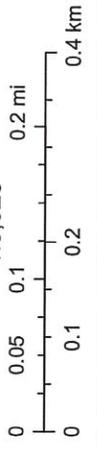
Item X. 1.



4/11/2022, 3:22:30 PM

- Address Points
- Parcels2020
- Roads
- Future Land Use - Plan Date 10/1/2019
 - Agriculture
 - Conservation/Recreation
 - Public/Institutional
 - Residential
 - Transportation/Utilities
 - Undeveloped

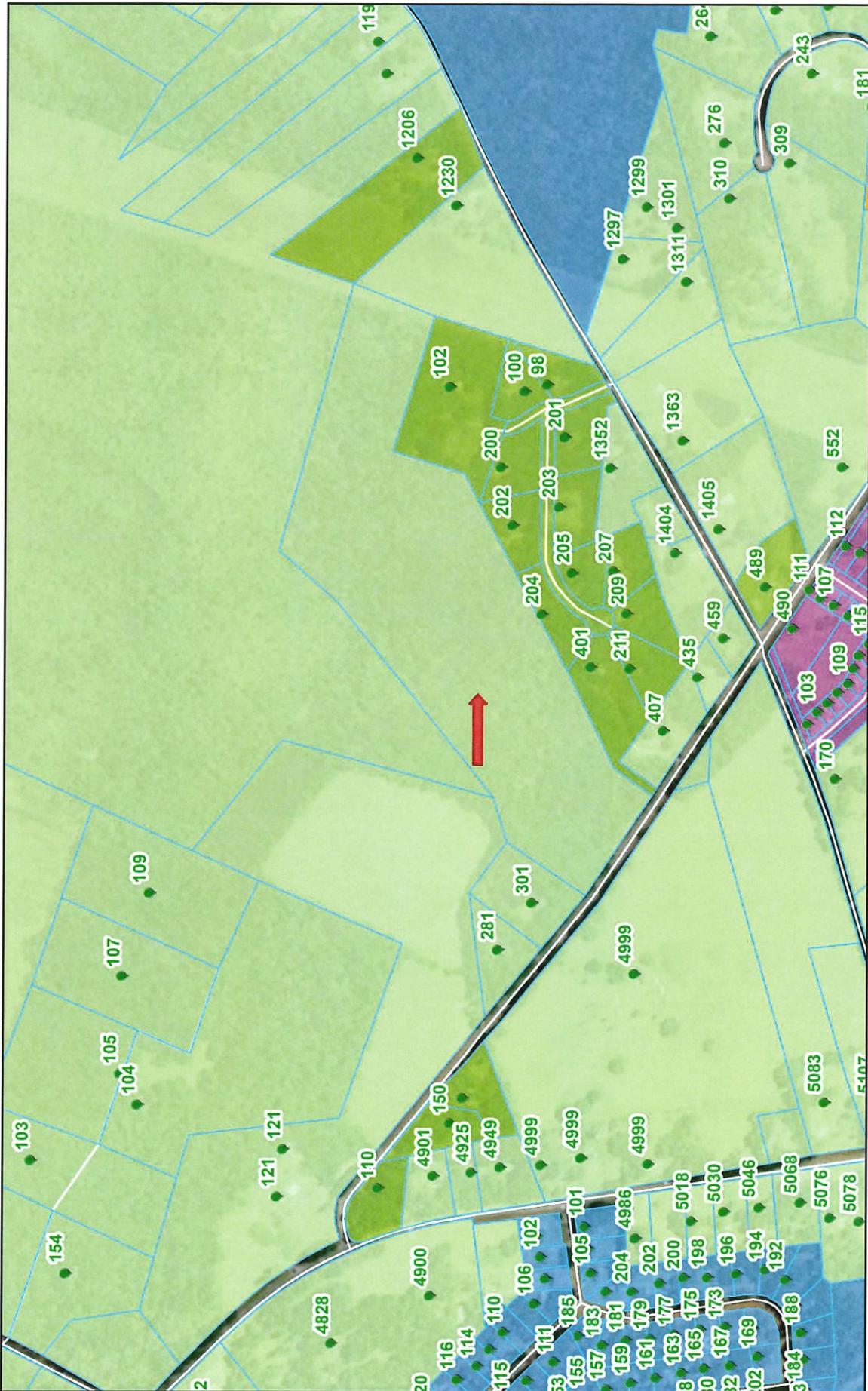
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Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Maxar | Esri, Inc., City of Naperville, Illinois | Effingham County BOC | <https://www.fws.gov/wetlands/data/data-download.html> | ArcGIS Web AppBuilder

352-18



4/11/2022, 3:21:25 PM

1:9,028

0 0.05 0.1 0.2 0.4 km
 0 0.1 0.2 0.4 mi

- Address Points
 - ▭ Roads
 - ▭ AR-2
 - ▭ R-1
 - ▭ AR-1
 - ▭ R-4
 - ▭ PD
- Effingham County Zoning

Item X. 1.

Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community
 Maxar | Esri, Inc., City of Naperville, Illinois | Effingham County BOC | <https://www.fws.gov/wetlands/data/data-download.html> | ArcGIS Web AppBuilder

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 **3 Byrds Development, LLC – (Map # 352 Parcel # 18)** from AR-1 to R-3 zoning.

Potentially
Potentially
but could be rezoned

- 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?

DB

9.5

EFFINGHAM COUNTY REZONING CHECKLIST

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The Effingham County Planning Commission recommends:

APPROVAL _____

DISAPPROVAL _____

Of the rezoning request by applicant **3 Byrds Development, LLC – (Map # 352 Parcel # 18)** 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?
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EFFINGHAM COUNTY REZONING CHECKLIST

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APPROVAL _____

DISAPPROVAL 

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9.5

EFFINGHAM COUNTY REZONING CHECKLIST

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CHECK LIST:

The Effingham County Planning Commission recommends:

APPROVAL _____

DISAPPROVAL ~~_____~~

Of the rezoning request by applicant **3 Byrds Development, LLC – (Map # 352 Parcel # 18)** 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?

BKS

5/16/22

Teresa Concannon

From: Brittany Bentley <b.bentley@mattbyrdhomes.com>
Sent: Tuesday, May 31, 2022 9:57 AM
To: Teresa Concannon; Katie Dunnigan
Cc: Stephanie Steele; Matt Byrd
Subject: Re: EXTERNAL:North Tract Applications

Teresa,

We would like to postpone the applications until after the moratorium is over.

Thank you!

Brittany

From: Teresa Concannon <TConcannon@EffinghamCounty.org>
Sent: Tuesday, May 31, 2022 9:50:01 AM
To: Brittany Bentley <b.bentley@mattbyrdhomes.com>; Katie Dunnigan <KDunnigan@EffinghamCounty.org>
Cc: Stephanie Steele <s.steele@mattbyrdhomes.com>; Matt Byrd <m.byrd@mattbyrdhomes.com>
Subject: RE: EXTERNAL:North Tract Applications

Brittany,

Are you asking us to postpone or withdraw the applications?

Thanks,

Teresa

Teresa Concannon, AICP
Planning & Zoning Manager
Effingham County Board of Commissioners
804 S Laurel Street
Springfield, GA 31329
tconcannon@effinghamcounty.org

From: Brittany Bentley [mailto:b.bentley@mattbyrdhomes.com]
Sent: Tuesday, May 31, 2022 9:45 AM
To: Teresa Concannon <TConcannon@EffinghamCounty.org>; Katie Dunnigan <KDunnigan@EffinghamCounty.org>
Cc: Stephanie Steele <s.steele@mattbyrdhomes.com>; Matt Byrd <m.byrd@mattbyrdhomes.com>
Subject: EXTERNAL:North Tract Applications

Good morning Teresa,

Please remove North Tract's re-zoning application from June's meeting agenda with the Board of Commissioners.

In addition, please remove North Tract's sketch plan application from June's agenda and July's agenda.

Teresa Concannon

From: Matt Byrd <mb@mattbyrdhomes.com>
Sent: Friday, August 12, 2022 12:38 PM
To: Teresa Concannon; Brittany Bentley; Katie Dunnigan
Cc: Stephanie Steele; Harold Yellin
Subject: Re: EXTERNAL:North Tract Applications

We will table it again. We haven't had ample time to consult with our engineers and counsel.

You have to give us ample time.

Please table the application and we will be in touch later next week. Thanks

Get [Outlook for iOS](#)

From: Teresa Concannon <TConcannon@EffinghamCounty.org>
Sent: Friday, August 12, 2022 12:29 PM
To: Brittany Bentley <b.bentley@mattbyrdhomes.com>; Katie Dunnigan <KDunnigan@EffinghamCounty.org>
Cc: Stephanie Steele <s.steele@mattbyrdhomes.com>; Matt Byrd <mb@mattbyrdhomes.com>
Subject: RE: EXTERNAL:North Tract Applications

I checked with the county clerk – she provided the ordinance information below. It will be up to the BOC to decide if they want to postpone again due to absence. They could decide to take action and deny the application. Can you share the reason for the 2nd postponement?

You also have the option to withdraw the application and resubmit at a later date.

Section D. Tabling

1. **Zoning Public Hearings:**

- a. *At Applicants Request* - A zoning Public hearing item shall be tabled at the request of the applicant one time and no more than one time. Such request must be in writing or in person and received at least 24 hours prior to the public meeting. A reasonable effort should be made by the applicant to notify neighboring property owners in this situation.
- b. *For Applicant Absence* - A zoning Public Hearing item may be tabled by a majority vote of the Board no more than one time due to the absence of the applicant. If an applicant is absent from a public meeting and has previously requested the item to be tabled or has previously been absent from a public meeting on their item, then the item shall be heard and action taken.
- c. *For Additional Information* - A zoning Public Hearing item may be tabled by a majority vote of the Board only one time to receive more information from the applicant or staff.

Teresa Concannon, AICP
 Planning & Zoning Manager
 Effingham County Board of Commissioners
 804 S Laurel Street
 Springfield, GA 31329

tconcannon@effinghamcounty.org

From: Brittany Bentley [mailto:b.bentley@mattbyrdhomes.com]
Sent: Friday, August 12, 2022 11:31 AM
To: Teresa Concannon <TConcannon@EffinghamCounty.org>; Katie Dunnigan <KDunnigan@EffinghamCounty.org>
Cc: Stephanie Steele <s.steele@mattbyrdhomes.com>; Matt Byrd <mb@mattbyrdhomes.com>
Subject: RE: EXTERNAL:North Tract Applications

Hey Teresa,

We would like to table our application for this meeting.

Thank you,

Brittany Bentley

Estimator / Purchaser | Matt Byrd Homes, Inc.

.....
PHONE 912.328.6500 CELL 912.667.7039 WEB MattByrdHomes.com

From: Teresa Concannon <TConcannon@EffinghamCounty.org>
Sent: Thursday, August 11, 2022 4:04 PM
To: Brittany Bentley <b.bentley@mattbyrdhomes.com>; Katie Dunnigan <KDunnigan@EffinghamCounty.org>
Cc: Stephanie Steele <s.steele@mattbyrdhomes.com>; Matt Byrd <mb@mattbyrdhomes.com>
Subject: RE: EXTERNAL:North Tract Applications

Brittany,

We postponed the R-3 rezoning application until September 6. I will be submitting items for the September 6 Board of Commissioners meeting next week. Do you intend to move forward with the public hearing on September 6?

Let me know,

Teresa

Teresa Concannon, AICP
Planning & Zoning Manager
Effingham County Board of Commissioners
804 S Laurel Street
Springfield, GA 31329
tconcannon@effinghamcounty.org

From: Teresa Concannon
Sent: Thursday, June 2, 2022 11:43 AM
To: Brittany Bentley <b.bentley@mattbyrdhomes.com>; Katie Dunnigan <KDunnigan@EffinghamCounty.org>
Cc: Stephanie Steele <s.steele@mattbyrdhomes.com>; Matt Byrd <m.byrd@mattbyrdhomes.com>
Subject: RE: EXTERNAL:North Tract Applications

I notified the county clerk that you requested to table the rezoning application to September 6. The application has been advertised and will be on the agenda, but will be tabled at the June 7 meeting.

Staff Report**Subject:** 2nd Reading Zoning Map Amendment**Author:** Teresa Concannon, AICP, Planning Manager**Department:** Development Services**Meeting Date:** October 18, 2022**Item Description:** 3 Byrds Development, LLC requests to **rezone** 39.46 acres from **AR-1** to **R-3** to allow for a multi-family residential development. Located on Hwy 30. **[Map# 352 Parcel# 18]****Summary Recommendation**

Staff has reviewed the application, and recommends **denial** of the request to **rezone** 39.46 acres from **AR-1** to **R-3** to allow for a 355-unit multi-family residential development on Hwy 30.

Executive Summary/Background

- The request for rezoning is a requirement of Appendix C, Article IX-Amendments to Map or Text, Section 9. The R-3 multi-family zoning district allows up to 9 dwelling units per acre, and requires at least 15% of net usable area as common outdoor open space.
- The concept plan for the proposed 355-unit townhome/apartment development includes a clubhouse, playgrounds, common areas, and a proposed 20' buffer around the perimeter. Specific acreage for common open space are not specified on the concept plan.
- The applicant proposes to extend lines ~1000' to connect to existing water and sewer at Windfield.
- The proposed development is inconsistent with neighboring development types, which are low to medium density residential developments. Residential lot sizes in the area range from 6,600 sf (R-6 & PD) to multi-acre AR properties. The concept plan does not include lot size information.
- There are two R-3 zoned properties within two miles. One has an approved sketch plan (141 units on 16.95 ac=8.3 units per acre), and is situated next to the S. Effingham Middle and High School complex. The other is church-owned, with no approved development plan.
- The proposed multifamily development is not connected to pedestrian facilities, or retail/service facilities. High density residential development is more suitable in an urban activity center, where pedestrian facilities, transit, and retail/commercial services are available to support residents.
- If rezoning is approved, staff will meet with the applicant to discuss infrastructure design & ownership. The sketch plan should include connectivity with adjacent parcels, as well as internal street block lengths that meet ordinance requirements. In addition, a Traffic Impact Assessment will be required.
- At the May 16 Planning Board meeting, Ryan Thompson made a motion to **deny** the request to **rezone** 39.46 acres from **AR-1** to **R-3**. The motion was seconded by Brad Smith, and carried unanimously.
- On May 31, the applicant requested to postpone the application until the September 6 Board meeting. On August 12, the applicant requested a second postponement. The Board approved postponement to October 18.

Alternatives

1. **Approve** request to **rezone** 39.46 acres from **AR-1** to **R-3**, with the following conditions:
 1. Future use of the above-referenced property being rezoned shall meet the requirements of the R-3 zoning district, and meet all requirements of Appendix B – Subdivision Regulations
 2. A Sketch Plan must be submitted for approval before site development plans are submitted.
 3. Owner must obtain a Timber Permit from Development Services prior to removal of trees.
 4. Site development plans must comply with the Effingham County Water Resources Protection Ordinance and the Stormwater Management Local Design Manual.
 5. A Traffic Impact Assessment must be submitted during the development plan review process, pursuant to Effingham County Traffic Study Requirements.
2. **Deny** the request to **rezone** 39.46 acres from **AR-1** to **R-3**.

Recommended Alternative: 2**Other Alternatives: 1****Department Review:** Development Services **FUNDING:** N/A **Attachments:** 1. Zoning Map Amendment

**STATE OF GEORGIA
EFFINGHAM COUNTY**

AN AMENDMENT TO THE EFFINGHAM COUNTY ZONING ORDINANCE, MAP AND PARCEL NO.
352-18

AN ORDINANCE TO AMEND THE EFFINGHAM COUNTY ZONING ORDINANCE, MAP AND PARCEL NO.
352-18

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 3 BYRDS DEVELOPMENT, LLC has filed an application to rezone thirty-nine and forty-six hundredth (39.46) +/- acres; from AR-1 to R-3 to allow for a multi-family residential development; map and parcel number 352-18, located in the 1st commissioner district, and

WHEREAS, a public hearing was held on October 18, 2022 and notice of said hearing having been published in the Effingham County Herald on August 17, 2022; 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 April 27, 2022; and

IT IS HEREBY ORDAINED THAT thirty-nine and forty-six hundredth (39.46) +/- acres; map and parcel number 352-18, located in the 1st commissioner district is rezoned from AR-1 to R-3, with the following conditions:

1. Future use of the above-referenced property being rezoned shall meet the requirements of the R-3 zoning district, and meet all requirements of Appendix B – Subdivision Regulations
2. A Sketch Plan must be submitted for approval before site development plans are submitted.
3. Owner must obtain a Timber Permit from Development Services prior to removal of trees.
4. Site development plans must comply with the Effingham County Water Resources Protection Ordinance and the Stormwater Management Local Design Manual.
5. A Traffic Impact Assessment must be submitted during the development plan review process, pursuant to Effingham County Traffic Study Requirements.

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: 2nd Reading Zoning Map Amendment
Author: Teresa Concannon, AICP, Planning Manager
Department: Development Services
Meeting Date: October 18, 2022
Item Description: **Dennis Morris** requests to **rezone** 9.21 acres from **AR-2** to **I-1** to allow for combination with adjacent industrial-zoned parcels. Located on Old River Road **Map# 305 Parcel# 4A**

Summary Recommendation

Staff has reviewed the application, and recommends **approval** of the request to **rezone** 9.21 acres from **AR-2** to **I-1** to allow for combination with adjacent industrial-zoned parcels, with conditions.

Executive Summary/Background

- The request for rezoning is a requirement of Appendix C, Article IX-Amendments to Map or Text, Section 9. Zoning districts are described in Appendix C, Article V-Uses Permitted in Districts.
- The concept plan depicts a 350,948 sf warehouse, with 150' to 200' buffers on the I-1 property.
- Warehousing is a heavy industrial use, and 300' undisturbed vegetative buffers between industrial and residential zoned land are required.
- Old River Road is not a county truck route. However, the proposed development is close to the I-16 interchange. A Traffic Study will be necessary to assess the need for turn lanes.
- The development will be served by private well and septic system.
- The parcels for the proposed development are in flood zone AE. A LOMR application to FEMA will be required, to authorize fill to build the site above the base flood elevation.
- This parcel is intended as the site of the stormwater detention for the proposed warehouse development site. Those parcels were rezoned to I-1 on November 2, 2021.
- At the August 15, 2022 Planning Board meeting, Ryan Thompson made a motion to **approve** the request to **rezone** 9.21 acres from **AR-2** to **I-1**, with the follow conditions:
 1. A Sketch Plan must be submitted for approval before site development plans are submitted.
 2. Site development plans must comply with the County Water Resources Protection Ordinance and the Stormwater Management Local Design Manual, and **Chapter 34 - Flood Damage Prevention**.
 3. All wetland impacts must be approved and permitted by USACE, and the Jurisdictional Determination must be submitted during the site development plan review process.
 4. Development plans must meet the requirements of **Section 5.12 I-1 Industrial Districts**.
 5. A traffic study must be submitted during the development plan review process, per **Effingham County Traffic Study Requirements**.
- The motion was seconded by Brad Smith, and carried unanimously.
- At the October 4, 2022 meeting, the Board of Commissioners approved the rezoning with an added condition (# 6).

Alternatives

1. **Approve** the request to **rezone** 9.21 acres from **AR-2** to **I-1**, with the following conditions:
 1. A Sketch Plan must be submitted for approval before site development plans are submitted.
 2. Site development plans must comply with the Effingham County Water Resources Protection Ordinance and the Stormwater Management Local Design Manual, and **Chapter 34 - Flood Damage Prevention**.
 3. All wetland impacts must be approved and permitted by USACE, and the Jurisdictional Determination must be submitted during the site development plan review process.
 4. Development plans must meet the requirements of **Section 5.12 I-1 Industrial Districts**.
 5. A traffic study must be submitted during the development plan review process, per **Effingham County Traffic Study Requirements**.
 6. There shall be no traffic entrance to, or exit from, the property (305-4A) using Lazy Lagoon Ct.
2. **Deny** the request to **rezone** 9.21 acres from **AR-2** to **I-1**.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Development Services **FUNDING:** N/A **Attachments:** 1. Zoning Map Amendment

STATE OF GEORGIA
EFFINGHAM COUNTY

AN AMENDMENT TO THE EFFINGHAM COUNTY ZONING ORDINANCE, MAP AND PARCEL NO.
452A-10

AN ORDINANCE TO AMEND THE EFFINGHAM COUNTY ZONING ORDINANCE, MAP AND PARCEL NO.
452A-10

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 FRED EVANS has filed an application to rezone eight (8) +/- acres; from AR-1 to I-1 to allow for a surface mine; map and parcel number 452A-10, located in the 2nd commissioner district, and

WHEREAS, a public hearing was held on October 4, 2022 and notice of said hearing having been published in the Effingham County Herald on September 14, 2022; 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 August 31, 2022; and

IT IS HEREBY ORDAINED THAT eight (8) +/- acres; map and parcel number 452A-10, located in the 2nd commissioner district is rezoned from AR-1 to I-1, with the following conditions:

1. This rezoning allows a GDOT approved borrow source for a GDOT project. No other I-1 use are allowed.
2. The dirt shall be transported directly to the Effingham Parkway construction site.
3. The site shall meet the requirements of **Section 3.17- Excavation, mining, ponds, and fills of land and/or state federal jurisdictional waters or wetlands.**
4. The site shall meet the requirements of **Section 3.17.5 Surface Mine Operations – Road Maintenance Requirements**, if there is an entrance on a county-maintained road.
5. The business operator shall meet the requirements of **Chapter 74 – Traffic, Sec. 74-8 Designated Truck Routes**, if county-maintained roads are used to transport dirt.
6. The applicant shall notify the Development Services Department at the time of final reclamation of the GDOT approved borrow source, and shall rezone the property to AR-1.
7. A berm at least 12’ high shall be placed around the borrow source site. The berm shall be located at least 50’ from any property boundary.

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: 2nd Reading Zoning Map Amendment
Author: Teresa Concannon, AICP, Planning Manager
Department: Development Services
Meeting Date: October 18, 2022
Item Description: Fred Evans requests to **rezone** 8 of 35.86 acres from **AR-1** to **I-1** to allow for a GDOT approved borrow source for a GDOT project. Located on Turkey Trail **Map# 452A Parcel# 10**

Summary Recommendation

Staff has reviewed the application, and recommends **approval** of the request to **rezone** 8 of 35.86 acres from **AR-1** to **I-1** to allow for a GDOT approved borrow source for a GDOT project.

Executive Summary/Background

- The request for rezoning is a requirement of Appendix C, Article IX-Amendments to Map or Text, Section 9. Pursuant to Sec. 3.17.3.3, excavation activity that involves movement of soil off-site must be located within the I-1 zoning district.
- The proposed GDOT approved borrow source site has frontage on the Effingham Parkway construction site. The applicant indicates that all dirt will be transported directly to the construction site. External roads are not expected to be used for more than 25% of the dirt from this borrow source.
- At the September 19, 2022 Planning Board meeting, Alan Zipperer made a motion to **approve** the request rezone 8 of 35.86 acres from **AR-1** to **I-1**, with the follow conditions:
 1. The rezoning allows a GDOT approved borrow source for a GDOT project. No other I-1 uses are allowed.
 2. The dirt shall be transported directly to the Effingham Parkway construction site.
 3. The site shall meet the requirements of **Section 3.17- Excavation, mining, ponds, and fills of land and/or state federal jurisdictional waters or wetlands.**
 4. The site shall meet the requirements of **Section 3.17.5 Surface Mine Operations – Road Maintenance Requirements**, if there is an entrance on a county-maintained road.
 5. The business operator shall meet the requirements of **Chapter 74 – Traffic, Sec. 74-8 Designated Truck Routes**, if county-maintained roads are used to transport dirt.
 6. The applicant shall notify the Development Services Department at the time of final reclamation of the GDOT approved borrow source, and shall rezone the property to AR-1.
- The motion was seconded by Ryan Thompson, and carried unanimously.
- At the October 4, 2022 meeting, the Board of Commissioners approved the rezoning with an added condition (# 7).

Alternatives

1. **Approve** the request to **rezone** 8 of 35.86 acres from **AR-1** to **I-1**, with conditions:
 1. This rezoning allows a GDOT approved borrow source for a GDOT project. No other I-1 use are allowed.
 2. The dirt shall be transported directly to the Effingham Parkway construction site.
 3. The site shall meet the requirements of **Section 3.17- Excavation, mining, ponds, and fills of land and/or state federal jurisdictional waters or wetlands.**
 4. The site shall meet the requirements of **Section 3.17.5 Surface Mine Operations – Road Maintenance Requirements**, if there is an entrance on a county-maintained road.
 5. The business operator shall meet the requirements of **Chapter 74 – Traffic, Sec. 74-8 Designated Truck Routes**, if county-maintained roads are used to transport dirt.
 6. The applicant shall notify the Development Services Department at the time of final reclamation of the GDOT approved borrow source, and shall rezone the property to AR-1.
 7. A berm at least 12' high shall be placed around the borrow source site. The berm shall be located at least 50' from any property boundary.

2. **Deny** the request to **rezone** 8 of 35.86 acres from **AR-1** to **I-1**.

Recommended Alternative: 1

Department Review: Development Services

Attachments: 1. Zoning Map Amendment

Other Alternatives: 2

FUNDING: N/A

STATE OF GEORGIA
EFFINGHAM COUNTY

AN AMENDMENT TO THE EFFINGHAM COUNTY ZONING ORDINANCE, MAP AND PARCEL NO.
452A-10

AN ORDINANCE TO AMEND THE EFFINGHAM COUNTY ZONING ORDINANCE, MAP AND PARCEL NO.
452A-10

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 FRED EVANS has filed an application to rezone eight (8) +/- acres; from AR-1 to I-1 to allow for a surface mine; map and parcel number 452A-10, located in the 2nd commissioner district, and

WHEREAS, a public hearing was held on October 4, 2022 and notice of said hearing having been published in the Effingham County Herald on September 14, 2022; 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 August 31, 2022; and

IT IS HEREBY ORDAINED THAT eight (8) +/- acres; map and parcel number 452A-10, located in the 2nd commissioner district is rezoned from AR-1 to I-1, with the following conditions:

1. This rezoning allows a GDOT approved borrow source for a GDOT project. No other I-1 use are allowed.
2. The dirt shall be transported directly to the Effingham Parkway construction site.
3. The site shall meet the requirements of **Section 3.17- Excavation, mining, ponds, and fills of land and/or state federal jurisdictional waters or wetlands.**
4. The site shall meet the requirements of **Section 3.17.5 Surface Mine Operations – Road Maintenance Requirements**, if there is an entrance on a county-maintained road.
5. The business operator shall meet the requirements of **Chapter 74 – Traffic, Sec. 74-8 Designated Truck Routes**, if county-maintained roads are used to transport dirt.
6. The applicant shall notify the Development Services Department at the time of final reclamation of the GDOT approved borrow source, and shall rezone the property to AR-1.
7. A berm at least 12’ high shall be placed around the borrow source site. The berm shall be located at least 50’ from any property boundary.

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: Resolution Recognizing Smalls Funeral Home
Author: Stephanie Johnson, County Clerk
Department: Administration
Meeting Date: 10/18/2022
Item Description: Consideration to approve Resolution#022-047 recognizing Smalls Funeral Home for 75 years in business

Summary Recommendation:

Staff recommends approval of the request.

Executive Summary:

A request was received on behalf of the funeral home for approval of a Resolution recognizing Small's Funeral Home 75 years in business

Background:

In 1947, the funeral home was established by Samuel Smalls Sr. Former Mayor Michael Garvin is the CEO/Owner of this commerce, which is still thriving here in our county as the oldest African American owned business.

Alternatives for Commission to Consider:

1. Approve Resolution# 022-047 in recognition of Smalls Funeral Home Inc. 75 years in business.
2. To not approve the resolution.

Recommended Alternative: Staff recommends Alternative 1

Other Alternatives: N/A

Department Review: Administration

Funding Source: No funding is required related to this request.

Attachments:

1. Resolution

Effingham County Board of Commissioners



RESOLUTION

CELEBRATING THE 75th ANNIVERSARY OF SMALLS FUNERAL HOME, INC.

WHEREAS: For 75 years, Smalls Funeral Home has provided Guyton, Georgia and the coastal empire with end-of-life services, including preplanning, funerals, memorials, and cremation options. They are currently one of the oldest, continuously operating funeral homes in the State of Georgia, and;

WHEREAS: Samuel Smalls, Sr., a native of Savannah, Georgia, founded Smalls Funeral Home in 1947, and it remains Effingham County’s oldest African American owned business; and,

WHEREAS: Michael Garvin, former Mayor of Guyton, Georgia, is the CEO/Owner of Smalls Funeral Home Inc. and;

WHEREAS: Under the management of Michael Garvin, the current building was constructed in 1995 after a fire destroyed the original building. The business was able to remain open due to the assistance of local churches and business, and;

WHEREAS: The economic impact of Smalls Funeral Home Inc. is evidenced by the long-standing relationships with fellow funeral homes within and surrounding Effingham County; and

WHEREAS: As Smalls Funeral Home Inc. celebrates its 75th year in business, it is important to recognize Michael Garvin, his family, and the profound impact they have had after decades of serving Effingham County; now,

NOW THEREFORE, BE IT RESOLVED, the EFFINGHAM COUNTY BOARD OF COMMISSIONERS do hereby recognize SMALLS FUNERAL HOME, INC. and commend Michael Garvin and family for their efforts to support Effingham County and the local community.

BE IT FURTHER RESOLVED that a copy of this resolution will be made part of the permanent records of the Effingham County Board of Commissioners and a copy of said resolution be presented to Smalls Funeral Home Inc.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the County to be affixed this *18th* day of *October* in the year of our Lord, Two Thousand and Twenty-two.

WESLEY M. CORBITT, CHAIRMAN

ATTEST:

STEPHANIE D. JOHNSON, COUNTY CLERK



STAFF REPORT

Subject: 2023 Renewal Changes- Medical, Pharmacy, Dental and Vision Insurance

Author: Sarah Mausolf, Director

Department: Human Resources and Risk Management

Meeting Date: October 18, 2022

Item Description: Medical, Pharmacy, Dental and Vision Insurance Renewals/Changes for Calendar Year 2023.

Summary Recommendation:

Staff recommends renewal of the dental and vision insurance with Met Life for Calendar Year 2023. Met Life has proposed a renewal with a 12.6% increase in dental premiums with no plan changes, and no increase in premiums or plan design for vision Insurance.

The County has had Met Life dental and vision insurance since 1/1/2019. The plan design the County has for the dental and vision insurance is very robust. Feedback from employees has been positive for both plans. Customer service with Met Life has been outstanding.

Staff recommends renewal changes to the medical plan design as listed below. Evaluated actuarial value for recommended plan designs and combined changes for all medical plans was less than 1% with Meritain.

Base Plan

- Lowered copays for PCP and specialist visits
- Lowered copays for physical, occupational, and speech therapy as well as chiropractor services
- Lowered Rx deductible to \$200 individual / \$400 family
- Lowered generic Rx copay to \$10
- Increase ER copay and made benefits subject to deductible

Buy-Up Plan

- Lowered copays for PCP and specialist visits
- Lowered copays for physical, occupational, and speech therapy as well as chiropractor services
- Removed Rx deductible
- Lowered generic Rx copay to \$10
- Increase ER copay and made benefits subject to deductible
- Lowered overall plan OOP max to \$5000 individual / \$10,000 family

Staff asked our broker (USI) to send out a RFP for Pharmacy coverage. Meritain/CVS Caremark had the best bid with 16.81% savings over the next three years and no member disruption.

ALTERNATIVES FOR COMMISSION TO CONSIDER:

1. Approve Staff recommendation as noted above and continue contract with Met Life for Dental and Vision Insurance and contract with Meritain/CVS Caremark for Medical/Pharmacy through 12/31/2023.
2. Disapprove recommendation as noted above and provide staff guidance.

FUNDING: Budget projections for Calendar Year 2023 are sufficient to cover costs if Staff recommendations are approved. Costs associated with the recommendations are flat.

RECOMMENDED ALTERNATIVE: Alternative #1

DOCUMENTS ATTACHED: Effingham County 2023 Renewal Changes
ECBOC 2023 Ancillary Renewal Analysis



Effingham County Board of Commissioners
Market Review List
January 1, 2023 Renewal Date

Carrier	A.M. Best Rating	Coverage Requested	Status	USI Preferred	Notes
MetLife	A+	Dental, Vision	Incumbent	Yes	Current & Renewal benefits and rates illustrated.
Guardian	A++	Dental, Vision	Presented	Yes	Benefits and Rates illustrated.
Lincoln Financial	A+	Dental, Vision	Declined	Yes	Declined to quote; rates not competitive.
Mutual of Omaha	A+	Dental, Vision	Response pending	Yes	
Reliance Standard	A++	Dental, Vision	Received	Yes	Rates not competitive.
Sun Life Financial	A+	Dental, Vision	Presented	Yes	Benefits and Rates illustrated.
The Standard	A	Dental, Vision	Presented	Yes	Benefits and Rates illustrated.
Unum	A	Dental, Vision	Received	Yes	Rates not competitive.

Any carrier with an A.M. Best financial rating lower than A- does not meet the minimum financial requirements for USI's Errors & Omissions insurance. In the absence of a rating by A.M. Best, or in the case of an NR designation, a Standard & Poor Company rating lower than A will apply. A liability waiver must be signed by the client if insurance coverage is placed with a carrier that does not meet the required financial rating.



Effingham County Board of Commissioners
Cost Summary
January 1, 2023 Renewal Date

Carriers	Current	Renewal	Negotiated Renewal	Option 1	Option 2	Option 3
Dental PPO	MetLife	MetLife	MetLife	Standard	Sun Life	Guardian
Vision	MetLife	MetLife	MetLife	Standard	Sun Life	Guardian
Total Annual Cost						
Dental PPO	\$228,327	\$285,638	\$262,588	\$271,562	\$283,966	\$267,017
Vision	\$44,245	\$44,245	\$44,245	\$38,050	\$36,492	\$41,173
Annual Total	\$272,572	\$329,883	\$306,833	\$309,612	\$320,458	\$308,190
Change from Current		\$57,311	\$34,261	\$37,039	\$47,886	\$35,618
Percentage Change		21.0%	12.6%	13.6%	17.6%	13.1%

Notes

1. All rates assume package sale.



Effingham County Board of Commissioners
Dental Plan
Benefit Outline and Cost Summary
January 1, 2023 Renewal Date

Benefit Outline	Current	Renewal	Negotiated Renewal	Option 1	Option 2	Option 3
Carrier	MetLife	MetLife	MetLife	Standard	Sun Life	Guardian
Plan Type	Dental PPO	Dental PPO	Dental PPO	Dental PPO	Dental PPO	Dental PPO
Deductible (Individual / Family)	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150
Waived For Preventive	Yes	Yes	Yes	Yes	Yes	Yes
Annual Maximum	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750
Max Rollover	Not Included	Not Included	Not Included	Included	Not Included	Included
Preventive Services	100%	100%	100%	100%	100%	100%
Basic Services	100%	100%	100%	100%	100%	100%
Major Services	60%	60%	60%	60%	60%	60%
Endodontics / Periodontics	Basic	Basic	Basic	Basic	Basic	Basic
Implants	Major	Major	Major	Major	Major	Major
Orthodontia	50%	50%	50%	50%	50%	50%
Eligibility	Adult and Child	Adult and Child	Adult and Child	Adult and Child	Adult and Child	Adult and Child
Lifetime Maximum	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Waiting Periods (Prev. / Basic / Major)	0 / 0 / 0	0 / 0 / 0	0 / 0 / 0	Late Entrant	Late Entrant	0 / 0 / 0 ⁽²⁾
Non-Network	90th UCR	90th UCR	90th UCR	90th UCR	90th UCR	90th UCR
Deductible (Individual / Family)	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150
Annual Maximum	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750
Prev. / Basic / Major	100% / 100% / 60%	100% / 100% / 60%	100% / 100% / 60%	100% / 100% / 60%	100% / 100% / 60%	100% / 100% / 60%
Participation (Req. / Actual)	Current	Current	Current	50%	87.7%	88%
Rate Guarantee	Until 1/1/2023	Until 1/1/2024	Until 1/1/2024	Until 1/1/2025	Until 1/1/2025	Until 1/1/2025

Rates & Total Cost

Employee	194	\$30.84	\$38.58	\$35.47	\$36.68	\$38.36	\$36.00
Employee + Spouse	44	\$62.23	\$77.85	\$71.56	\$74.04	\$77.39	\$72.85
Employee + Child(ren)	51	\$71.19	\$89.06	\$81.87	\$84.68	\$88.53	\$83.25
Employee + Spouse & Child(ren)	65	\$102.70	\$128.48	\$118.11	\$122.12	\$127.72	\$120.25
Total Employees	354						
Annual Total		\$228,327	\$285,638	\$262,588	\$271,562	\$283,966	\$267,017
Change From Current			\$57,311	\$34,261	\$43,235	\$55,639	\$38,690
Percentage Change			25.1%	15.0%	18.9%	24.4%	16.9%

Notes

1. Enrollment source: MetLife August 2022 invoice.
2. Assumes Section 125 where Late Entrants must enroll at next Annual Open Enrollment.
3. Standard and Sun Life include a \$1,000 Ben Admin subsidy. Guardian includes a 1.5% of dental/vision premium subsidy.



**Effingham County Board of Commissioners
Vision Plan
Benefit Outline and Cost Summary
January 1, 2023 Renewal Date**

Benefit Outline	Current	Renewal	Option 1	Option 2	Option 3
Carrier	MetLife	MetLife	Standard/VSP	Sun Life/VSP	Guardian/VSP
Exam Copay	\$10	\$10	\$10	\$10	\$10
Materials Copay	\$20	\$20	\$25	\$25	\$25
Exam	100%	100%	100%	100%	100%
Lenses					
Single	100%	100%	100%	100%	100%
Bifocal	100%	100%	100%	100%	100%
Trifocal	100%	100%	100%	100%	100%
Frames	100% to \$150; 20% Off Balance				
Elective Contacts	100% to \$150				
Lasik Surgery Discount	Discount available				
Benefit Frequencies (E / L / F / C)	12 / 12 / 24 / 12	12 / 12 / 24 / 12	12 / 12 / 24 / 12	12 / 12 / 24 / 12	12 / 12 / 24 / 12
Non-Network Benefits	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled
Participation (Req. / Actual)	Current	Current	75%	77.7%	78%
Rate Guarantee	Until 1/1/2023	Until 1/1/2024	Until 1/1/2025	Until 1/1/2025	Until 1/1/2025

Rates & Total Cost

Employee	174	\$7.76	\$7.76	\$6.68	\$5.92	\$7.15
Employee + Spouse	48	\$13.57	\$13.57	\$11.68	\$11.84	\$13.00
Employee + Child(ren)	38	\$14.75	\$14.75	\$12.68	\$13.03	\$13.50
Employee + Spouse & Child(ren)	50	\$22.50	\$22.50	\$19.32	\$18.95	\$21.00
Total Employees	310					
Annual Total		\$44,245	\$44,245	\$38,050	\$36,492	\$41,173
Change From Current			\$0	(\$6,196)	(\$7,753)	(\$3,072)
Percentage Change			0.0%	-14.0%	-17.5%	-6.9%

Notes

1. Enrollment source: MetLife August 2022 invoice.



Effingham County Board of Commissioners
Life / AD&D Plan
Benefit Outline and Cost Summary
January 1, 2023 Renewal Date

Benefit Outline	Current
Carrier	Mutual of Omaha
Definition of Earnings	Base Salary Only
Contributory / Non-Contributory	Non-Contributory
Eligibility	FTE Working ≥ 30 HPW
Benefit Amount	\$50,000
Benefit Maximum	\$50,000
Guarantee Issue	Full Benefit Amount
Benefit Reductions	Reduces To: 65% at Age 65; 40% at Age 70; 25% at Age 75; 20% at Age 80
Waiver of Premium	6 Mo. Elimination Period
Benefits Extend To	Age 65
If Disabled Prior To	Age 60
Accelerated Benefits	Included
Benefit Amount Accessible	75%
Portability	Not Included
Conversion	Included
Spouse Benefit	\$25,000
Child Benefit	14 Days to 6 Months: \$1,000, 6 Months+: \$10,000
Rate Guarantee	Until 1/1/2024

Volumes, Rates & Total Cost

Number of Employees	388
Benefit Volume	\$18,875,000
Number of Family Units	282
Life Rate Per \$1,000	\$0.070
AD&D Rate Per \$1,000	\$0.020
Rate Per Family Unit	\$5.870
Annual Total	\$40,249

Notes

1. Enrollment & volume source: MOO August 2022 Invoice.



**Effingham County Board of Commissioners
Voluntary Life Plan
Benefit Outline and Cost Summary
January 1, 2023 Renewal Date**

Benefit Outline	Current
Carrier	Mutual of Omaha
Definition of Earnings	Base Salary Only
Eligibility	FTE Working ≥ 30 HPW
Child Age Requirement	15 Days to Age 26
Benefit Increments	
Employee	\$10,000
Spouse	\$5,000
Children	\$1,000
Benefit Maximums	
Employee	Lesser of 5x Earnings or \$300,000
Spouse	100% of Ee Amt to \$150,000
Children	\$10,000
Guarantee Issue	
Employee	Lesser of 5x Earnings or \$100,000
Spouse	100% of Ee Amt to \$25,000
Children	Full Benefit Amount
Benefit Reductions	Reduces To: 65% at Age 65; 40% at Age 70; 25% at Age 75; 20% at Age 80
Waiver of Premium	6 Mo. Elimination Period
Benefits Extend to	Age 65
If Disabled Prior to	Age 60
Portability	Included
Conversion	Included
Rate Guarantee	Until 1/1/2024
Life Per \$1,000	Employee / Spouse
Under Age 25	\$0.078
25-29	\$0.068
30-34	\$0.078
35-39	\$0.116
40-44	\$0.184
45-49	\$0.272
50-54	\$0.437
55-59	\$0.698
60-64	\$1.001
65-69	\$1.707
70-74	\$3.861
75-99	\$8.536
Child Life	\$0.200



Effingham County Board of Commissioners
Short Term Disability Plan
Benefit Outline and Cost Summary
January 1, 2023 Renewal Date

Benefit Outline	Current
Carrier	Mutual of Omaha
Definition of Earnings	Base Salary Only
Contributory / Non-Contributory	Non-Contributory
Eligibility	FTE Working ≥ 30 HPW
Elimination Period	
Accident	14 Days
Sickness	14 Days
Benefit Percentage	60%
Maximum Weekly Benefit	\$1,000
Definition of Disability	Duties AND Earnings
Benefit Duration (after EP)	11 weeks
Pre-Existing Conditions Exclusion	Not Included
W-2 Preparation	Included
Partial Disability	Included
Rate Guarantee	Until 1/1/2024

Volumes, Rates & Total Cost

Number of Employees	388
Volume: Covered Benefit	\$191,755
STD Rate Per \$10	\$0.370
Annual Total	\$85,139

Notes

1. Enrollment & volume source: MOO August 2022 Invoice.



Effingham County Board of Commissioners
Long Term Disability Plan
Benefit Outline and Cost Summary
January 1, 2023 Renewal Date

Benefit Outline	Current
Carrier	Mutual of Omaha
Definition of Earnings	Base Salary Only
Contributory / Non-Contributory	Non-Contributory
Eligibility	FTE Working ≥ 30 HPW
Benefit Percentage	60%
Maximum Monthly Benefit	\$8,000
Definition of Disability	Duties AND Earnings
Own Occ Period	24 Months
Earnings Loss (EP / Own / Any)	1% / 1% / 15%
Elimination Period	90 Days
Benefit Duration	RBD To SSNRA
Work Incentive Period	Benefit Duration
Social Security Integration	Full Family Amount
Survivor Benefit	3 Months
Alcohol and Drug Benefit Limit	24 Mos. Lifetime
Mental Nervous Benefit Limit	24 Mos. Lifetime
Self-Reported / Chronic Fatigue Limit	No Limit
Pre-Existing Conditions Exclusion	3/12
Rehabilitation	Mandatory
W-2 Reporting	Included
Rate Guarantee	Until 1/1/2024

Volumes, Rates & Total Cost

Number of Employees	388
Volume: Covered Payroll	\$1,399,340
LTD Rate Per \$100	\$0.440
Annual Total Premium	\$73,885

Notes

1. Enrollment & volume source: MOO August 2022 Invoice.

Effingham County 2023 Renewal Changes

Medical Plan Design

- USI suggested several plan changes to provide incentives to utilize basic services such as PCP visits, generic drugs, and physical therapy.
 - Core Plan
 - Lowered copays for PCP and specialist visits
 - Lowered copays for physical, occupational, and speech therapy as well as chiropractor services
 - Lowered Rx deductible to \$200 individual / \$400 family
 - Lowered generic Rx copay to \$10
 - Increase ER copay and made benefits subject to deductible
 - Buy-Up Plan
 - Lowered copays for PCP and specialist visits
 - Lowered copays for physical, occupational, and speech therapy as well as chiropractor services
 - Removed Rx deductible
 - Lowered generic Rx copay to \$10
 - Increase ER copay and made benefits subject to deductible
 - Lowered overall plan OOP max to \$5000 individual / \$10,000 family
- USI evaluated actuarial value for recommended plan designs and combined changes for all plans was less than 1%.

Effingham County 2023 Renewal Changes

Effingham County Board of Commissioners
Medical Plan
Benefit Outline and Cost Summary
January 1, 2023 Renewal Date

Benefit Outline	Current		Current w/ Adjustments	
	Base	Buy-up	Base	Buy-up
Carrier	Meritain	Meritain	Meritain	Meritain
Plan Type, Name, Network	Aetna Choice POS II	Aetna Choice POS II	Aetna Choice POS II	Aetna Choice POS II
Deductible (Individual / Family)	\$2,500 / \$5,000	\$1,500 / \$3,000	\$2,500 / \$5,000	\$1,500 / \$3,000
Non-network Deductible (Individual / Family)	\$7,500 / \$15,000	\$4,500 / \$9,000	\$7,500 / \$15,000	\$4,500 / \$9,000
Deductible Embedded / Non-embedded	Embedded	Embedded	Embedded	Embedded
Out-of-Pocket Maximum (Individual / Family)	\$7,350 / \$14,700	\$7,150 / \$14,300	\$7,350 / \$14,700	\$5,000 / \$10,000
Non-network OOP Max (Individual / Family)	\$21,450 / \$42,900	\$21,450 / \$42,900	\$21,450 / \$42,900	\$21,450 / \$42,900
Prescription OOP Max (Individual / Family)	Included w/ Medical	Included w/ Medical	Included w/ Medical	Included w/ Medical
Coinsurance (In/Out)	80% / 50%	90% / 50%	80% / 50%	80% / 50%
Wellness / Preventive Care	100%	100%	100%	100%
Primary Care Office Visit	\$35 copay	\$25 copay	\$25 copay	\$20 copay
Specialist Office Visit	\$70 copay	\$50 copay	\$45 copay	\$40 copay
Walk-In / Urgent Care Visit	\$60 copay	\$60 copay	\$60 copay	\$60 copay
Emergency Room	\$250 copay + 80% (dw)	\$150 copay + 90% (dw)	\$350 copay + 80% (ad)	\$250 copay + 90% (ad)
Outpatient Lab / X-Ray	80% (ad)	90% (ad)	80% (ad)	90% (ad)
Complex Imaging (MRI, CAT, PET, et.al.)	80% (ad)	90% (ad)	80% (ad)	90% (ad)
Outpatient Surgical Facility	80% (ad)	90% (ad)	80% (ad)	90% (ad)
Inpatient Hospital Facility	80% (ad)	90% (ad)	80% (ad)	90% (ad)
Prescription Deductible (Individual / Family)	\$400 / \$800	\$200 / \$400	\$200 / \$400	N/A
Retail Prescription Drug Copays	\$15 / \$45 / \$85	\$15 / \$45 / \$85	\$10 / \$45 / \$85	\$10 / \$45 / \$85
Mail Order Prescription Drug Copays	\$15 / \$90 / \$255	\$15 / \$90 / \$255	\$15 / \$90 / \$255	\$15 / \$90 / \$255
Specialty Prescription Drugs	20% (ad) up to \$300 max	20% (ad) up to \$300 max	20% (ad) up to \$300 max	20% (dw) up to \$300 max

Effingham County 2023 Renewal Changes

Effingham Cares Network

- USI and Meritain sent a request for information about the network arrangement on August 10. We have sent three additional follow up emails with no reply to date. We will continue to pursue information to see if this is a viable option for ECBOC in 2023.

Rx: CVS Caremark (through Meritain)

- USI Truveris RFP complete. Meritain/CVS had best bid with 16% savings and no member disruption.

Effingham County 2023 Renewal Changes

Dental & Vision : MetLife

- Dental renewal increase from MetLife is 25.1%. Vision renewal has no increase.
- USI marketed dental and vision for competitive rates.
 - Guardian is 13.1% above current on both plans and The Standard is 13.6% above current.
 - Guardian has their own dental network while The Standard uses the Avesis dental network.
 - Both carriers use the VSP vision network
 - Dental disruption reports are included
- *A revised renewal from MetLife lowered the overall renewal increase to 12.6%, which is lower than quotes from the market.*

Staff Report

Subject: ACCG Amendment to Schedule D-2 of the Administrative Services Agreement.
Author: Sarah Mausolf, Director
Department: Human Resources and Risk Management
Meeting Date: October 18, 2022
Item Description: Approval of Updating ACCG Amendment to Schedule D-2 of the Administrative Services Agreement.

Summary Recommendation

Staff recommends approval of Amendment to ACCG Schedule D-2 of the Administrative Services Agreement.

Executive Summary

This amendment provides an expansion of the current fund options under the 401(a) and 457(b) plans.

Background

There are several positives in adding Tier 3 funds to all plans. Below are some of the advantages:

- 1) Greater consistency - all plans are on the same playing field for offerings.
- 2) Ease of plan-to-plan transfers for participants who change jobs and wish to roll a prior ACCG plan to their new one.
- 3) Advantage to employees by offering unique and diverse investment options instead of cookie cutter risk-based portfolios.
- 4) Enhance opportunities for investment diversification and investing in asset classes that may not be available through the non-Single Asset offerings.
- 5) A more sophisticated line up of options.
- 6) Expansion of the fund families.

Alternatives

- 1. Recommend approval of ACCG Amendment to Schedule D-2 of the Administrative Services Agreement.

Other Alternatives: None

Department Review: County Manager

Funding Source: No impact on funding.

Attachments: ACCG Schedule D-2 Amendment.
ACCG Schedule D-2 Memo.

Date: September 15, 2022

To: ACCG Defined Contribution and Deferred Compensation Plans that do NOT offer Tier 3 Funds (Single Asset Class) to their Participants

Re: Amendment to Schedule D-2 of the Administrative Services Agreement – **NEED BY DECEMBER 1, 2022**

We are writing to inform you that your jurisdiction needs to amend Schedule D-2 of the Administrative Services Agreement (“Agreement”) by December 1, 2022. Your jurisdiction has a 3 party Agreement between the Employer (jurisdiction), ACCG and the ACCG Defined Contribution Board of Trustees that outlines the services all three parties will perform as it relates to the 401(a) and/or 457(b) plan.

In the Agreement, the DC Board of Trustees identifies 4 Tiers of investment options that an Employer can select to offer their Participants. The Tiers are (please see page 3 for detailed listing of funds by Tier):

1. Tier 1: Asset Allocation Options (Target Date and Target Risk)
2. Tier 2: Index/Core Options
3. Tier 3: Single Asset Class Options
4. Tier 4: Self-Directed Brokerage Account (only 3 plans have elected this option).

By default, ALL DC plans have Tier 1 and Tier 2. Approximately 45 Plans have Tiers 1, 2 and 3. This leaves 122 plans that do NOT have Tier 3 selected in their portfolio. From an administrative, statement preparation, and education standpoint, ACCG Staff and the ACCG Defined Contribution Board of Trustees believes offering Tiers 1 – 3 to all plans is in the best interest of the Employer and participant. As such, we have started updating Schedule D-2 (see attached) for the 122 plans that have not selected the Single Asset Class option.

There are several positives in adding Tier 3 funds to all plans. Below are some of the advantages:

- 1) Greater consistency - all plans are on the same playing field for offerings.
- 2) Ease of plan-to-plan transfers for participants who change jobs and wish to roll a prior ACCG plan to their new one.

191 Peachtree Street
Suite 700
Atlanta, GA 30303
p 770.952.5225
t 800.736.7166
f 770.563.9356

accgretirement.com

- 3) Advantage to employees by offering unique and diverse investment options instead of cookie cutter risk-based portfolios.
- 4) Enhance opportunities for investment diversification and investing in asset classes that may not be available through the non-Single Asset offerings.
- 5) A more sophisticated line up of options.
- 6) Expansion of the fund families.

Below is a more detailed description of the steps you will need to take to complete the Schedule D-2 process:

1. Review the Attached Schedule D-2 Form

A copy of the amended Schedule D-2 form is included with this notice. You will notice that Tiers 1, 2 and 3 are selected as the investment options elections, effective January 1, 2023. Although the Agreement is a 3-party agreement, neither ACCG nor the ACCG Defined Contribution Board of Trustees need to countersign Schedule D-2 to make the amendment effective. Please review the new Schedule D-2 carefully to make sure that the Tier 1, Tier 2 and Tier 3 boxes are checked.

2. Execute the Amended Schedule D-2

When you have reviewed the new Schedule D-2 and are satisfied that it has been properly completed, please have your jurisdiction's governing authority execute new Schedule D-2.

Please have an authorized individual, i.e., the individual authorized by the jurisdiction to sign the document, sign and date Schedule D-2 on behalf of the jurisdiction in the signature block at the bottom of the page.

3. Return Copy of Executed Schedule D-2 to ACCG

After Schedule D-2 has been executed on behalf of the jurisdiction, please scan and return a copy of the executed document to your ACCG Regional Client Manager via email.

Thank you for your attention to the above. Please contact your regional client manager directly, or me at 404.401.0692 or via email at khodges@accg.org if you have any questions or need further information on Schedule D-2.

Sincerely,



R. Kale Hodges
Retirement Services Director
ACCG Retirement Services

Tier 1

American Funds Target Date Funds:

American Funds 2010 Target Date Ret Fund
American Funds 2015 Target Date Ret Fund
American Funds 2020 Target Date Ret Fund
American Funds 2025 Target Date Ret Fund
American Funds 2030 Target Date Ret Fund
American Funds 2035 Target Date Ret Fund

American Funds 2040 Target Date Ret Fund
American Funds 2045 Target Date Ret Fund
American Funds 2050 Target Date Ret Fund
American Funds 2055 Target Date Ret Fund
American Funds 2060 Target Date Ret Fund

BlackRock Target Risk Retirement Series:

BlackRock 20/80 Target Allocation Fund
BlackRock 60/40 Target Allocation Fund

BlackRock 40/60 Target Allocation Fund
BlackRock 80/20 Target Allocation Fund

Tier 2

Index/Core Funds:

Columbia Small Cap Index (A)
Federated Mid Cap Index
Metlife Stable Value CIT

Schwab International Index (Sel)
Schwab S&P 500 Index (Sel)
Vanguard Total Bond Market Index

Tier 3

Single Asset Class Funds:

American Beacon Large Cap Value (Inv)
American Funds EuroPacific Growth (R3)
American Funds New World (R3)
BlackRock High Yield Bond (S)
Cohen & Steers Real Estate Securities

MainStay Large Cap Growth (R2)
Metropolitan West Total Return Bond
Schwab International Opportunites Fund
VOYA GNMA Income Fund (A)

SCHEDULE “D-2”
INVESTMENT OPTION ELECTIONS

[X] DC Program [--] 401(a) Plan [--] 457(b) Plan [--] Senior Management 401(a) Plan

Effective January 1, 2023, the Employer hereby elects the investment options below to be offered under its Plan(s).

[X] **Tier 1: Asset Allocation Options**

[X] **Tier 2: Index/Core Options**

[X] **Tier 3: Single Asset Class Options**

[--] **Tier 4: Self Directed Brokerage Account**

Securities available for investment through the Self Directed Brokerage Account shall be:

- Mutual Funds: Taxable, Closed-end and Open-ended
- Domestic Equities listed on the NYSE, AMEX and NASDAQ exchanges
- Exchange Traded Funds (ETFs)
- Fixed Income Securities: Taxable and U.S. Treasuries

[--] **Employer Declines DC Board Recommended Investment Options**

The Employer declines the DC Board recommended investment options. The Employer understands it retains full fiduciary responsibility for the selection and monitoring of the investment options offered under the Plan and hereby releases the DC Board from the duties and responsibilities listed in items 1 through 3 of Schedule “D” of the Agreement and from all fiduciary responsibilities related to the selection and monitoring of the investment options.

The Employer shall provide to ACCG a list of investment options to be offered by the Plan(s).

A complete listing of investment options under each Tier above can be found on Schedule “D-1” of the Agreement.

EMPLOYER

Jurisdiction: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Staff Report

Subject: Approval of Agreement 23-RFQ-010 with Weston and Sampson Engineers for the Hazard Mitigation Plan Update

Author: Alison Bruton, Purchasing Agent

Department: EEMA

Meeting Date: October 18, 2022

Item Description: Agreement 23-RFQ-010 with Weston and Sampson Engineers for the Hazard Mitigation Plan Update

Summary Recommendation: Staff recommends approval of Agreement 23-RFQ-010 with Weston and Sampson Engineers for the Hazard Mitigation Plan Update

Executive Summary/Background:

- Staff published an RFQ in June requesting quotes for a Hazard Mitigation Plan update. Four submittals were received, but upon review it was determined that none sufficiently met the scope/expectations. Staff then reviewed the RFQ scope, made changes, and published the project again in September.
- Three proposals were received from the second RFQ and the pricing is as follows:
 - Weston & Sampson Engineers - \$19,500.00
 - Pond & Company - \$24,850.00
 - Insight Planning and Development - \$58,800.00
- Chief Hodges has reviewed the proposals and recommends award to Weston & Sampson Engineers.

Alternatives for Commission to Consider

1. Approval of Agreement 23-RFQ-010 with Weston and Sampson Engineers for the Hazard Mitigation Plan Update in the amount of \$19,500.00
2. Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: EEMA, Fire Department, Purchasing, Finance

Funding Source: Budget Amendment will be necessary

Attachments:

- Services Agreement with Weston & Sampson Engineers
- Proposal Submitted by Weston & Sampson Engineers

REQUEST FOR PROPOSAL
23-RFQ-010
HAZARD MITIGATION PLAN UPDATE



Effingham County
804 S Laurel Street
Springfield, GA 31329

Effingham County
REQUEST FOR PROPOSAL

23-RFQ-010

Hazard Mitigation Plan Update

- 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 Weston & Sampson Engineers, 3955 Faber Place Drive, Suite 300, N. Charleston, SC 29405, (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-RFQ-010 - Hazard Mitigation Plan Update; 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-RFQ-010- Hazard Mitigation Plan Update and related addenda which are hereby adopted and incorporated as if set forth fully herein.

2.2. CONTRACT.

This Contract is one time lump sum in the amount of \$19,500.00.

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 that 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 Weston & Sampson Engineers and 3955 Faber Place Drive, Suite 300, N. Charleston, SC 29405. 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 10/18/2023, 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 Fire 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 _____, 2022.

Weston & Sampson Engineers

Signature Title

Witness - Signature Witness - Title

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

WESLEY CORBITT, CHAIRMAN

23-RFQ-010

COMMISSION APPROVAL DATE: _____

October 4, 2022

Mr. Clint Hodges
Chief/Director
Effingham County Emergency Management
804 S Laurel Street
Springfield, GA 31329

Re: Request for Quotation #23-RFQ-010, Hazard Mitigation Plan Update

Dear Chief Hodges:

Weston & Sampson is pleased to submit our quotation package for the update of Effingham County’s 2017-2022 Hazard Mitigation Plan. With more than 725 staff in offices from New England to Florida, and an office nearby in Charleston, South Carolina, Weston & Sampson has the capabilities to meet all your project needs. Our qualifications and capabilities that distinguish us include:

A PROVEN TRACK RECORD IN CLIMATE RESILIENCY. Weston & Sampson’s climate resiliency services support the development of actionable plans for a community to **adapt, survive,** and **thrive** both chronic and catastrophic changes in the natural environment. Since 1899, Weston & Sampson has been providing local governments and public agencies along the East Coast with cost-effective and innovative solutions to their infrastructure and environmental challenges. Our climate resilience practice provides several interdependent services, including, Risk and Vulnerability Assessments, Planning, Climate Modeling Design Guidelines, Public Engagement, Design and Adaptation, and Mitigation and Sustainability. Weston & Sampson’s interdisciplinary team of engineers, scientists, climate specialists, architects, landscape architects, designers, and planners incorporate relevant climate models and data into the design of our infrastructure and facility projects. We work with our governmental (municipal and state) clients to study, plan, and implement resilient and cost-effective strategies for their infrastructure, buildings, and natural resources.



HAZARD MITIGATION PLANNING. Weston & Sampson has a solid background in a range of hazard mitigation planning for local and state governments. We are passionate about helping our clients, and our mission is to **“protect, improve and sustain the natural and built environment to enhance the quality of life.”** Weston & Sampson has worked on urban and rural planning projects throughout the east coast. We pride ourselves on offering our clients solutions that win the support of residents by incorporating best management practices, while enhancing a community’s character, within budget and on schedule.

CREATIVE AND COMPREHENSIVE PROBLEM SOLVING. Every day, our award-winning team is working creatively to solve complex issues with our partner communities. At Weston & Sampson, we excel at listening, researching, and responding to pressing needs with flexible, adaptive, and practical thinking. We continuously foster collaborative engagement to ensure that a robust set of solutions are considered and vetted. This project sits at the *intersect* of climate resilience, emergency management and land use planning. We recognize that this project brings an opportunity to expand and advance the County's hazard management strategies to save lives, protect property and the natural environment.

MINDING YOUR BUDGET. Weston & Sampson has consistently remained at the forefront of obtaining available funding from federal, regional, state, and local sources to expand the scope of projects for our municipal clients. We are often able to assist clients in procuring funding from a combination of state and federal sources.

EXPERIENCED STAFF. Our staff is experienced with **FEMA's updated requirements** for Local Hazard Mitigation Plans and delivers comprehensive capacity for the full range of potential services—resiliency analysis, vulnerability assessment, transportation planning, land use planning, modeling, design, construction inspection, and contract administration—Weston & Sampson believes that we are the best fit for Effingham County.

Weston & Sampson appreciates the opportunity to provide our quotation to Effingham County, and we look forward to supporting your HMP needs. Please contact Jeannie Lewis by phone at 912.996.3881(cell) / 843.790.0580 (office) or by email at Lewis.Jeannie@wseinc.com for additional information. We look forward to your favorable evaluation of our qualifications.

Sincerely,

Kipling R. Gearhart, PE
Regional Manager | Authorized Signatory

Updated FEMA Considerations
Community Resilience

EFFINGHAM COUNTY HAZARD MITIGATION PLAN

- Equitable Community Participation
- Critical Asset Inventory
- Risk and Capability Assessment
- Climate Change
- Community Lifelines
- Compliance with NFIP
- Building Codes Land Use Planning
- Natural Systems Protection
- Actionable Mitigation Strategies

PROJECT APPROACH

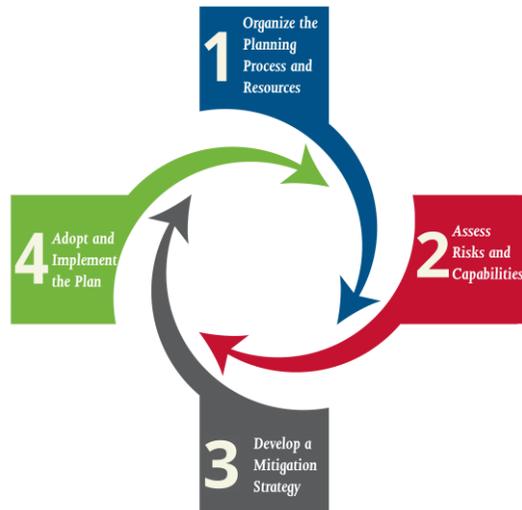


Figure 1: FEMA Local Hazard Mitigation Process

Task 1- Project Management and Coordination with Effingham County Emergency Management Agency and Hazard Mitigation Plan (HMP) Committee

Weston & Sampson will work with you to create a Hazard Mitigation Plan that works effectively for your community now and into the foreseeable future. Our team will support Effingham County and the HMP Committee throughout the project and the plan will fulfill requirements of GEMA and FEMA and comply with the requirements set forth in the Disaster Mitigation Act of 2000.

The HMP Committee is central to the success of the plan and membership will continue to include County and municipal staff from Springfield, Guyton, and Rincon, community leaders, residents, businesses, as

well as community-based organizations in support of equitable outcomes for historically underserved and socially vulnerable residents. The Weston & Sampson project team will hold a kick-off meeting with the HMP Committee and provide meeting materials, facilitation, and technical assistance to guide participation in the planning process. Our team will work with the multi-jurisdictional HMP Committee to:

- Develop a mission statement as well as review goals and roles for the planning process.
- Develop a detailed schedule and set of milestones to achieve the HMP.
- Facilitate four Hazard Mitigation Planning Committee meetings:
 - Two will be community public meetings during the planning process.
 - One will be a meeting held during the production of the plan.
 - One will be a meeting held during the review of the draft HMP plan.
 - We are prepared to hold additional meetings if needed, at cost.
- Prepare meeting materials and meeting notes that document discussions and decisions.
- Provide documentation for all in-kind services and regularly provide status of in-kind match.
- Prepare quarterly grant reports, invoices for services, and GEMA payment request forms.
- Establish and implement a local outreach communication strategy to gather input from the community and stakeholders. Specifically, the outreach strategy will target groups in the community including businesses, non-profit organizations, local or regional institutions, schools and universities, residents, and neighboring communities. We propose that the outreach plan include:
 - News releases for the County website, social media, and cable access to be issued by the County to announce formation of the HMP Committee, at draft publication of the HMP, at posting of online surveys, and to announce the public meetings.

- Development of an online survey to encourage input from the public on critical facilities/community lifelines, risks/vulnerabilities, mitigation goals, and appropriate actions for the HMP.
- Identify and provide input/recommendations regarding the feasibility and prioritization of mitigation measures.
- Prepare a draft HMP update that is structured to clearly communicate the plan’s goals and elements with meeting-derived and committee provided information.
- Be responsible for sharing the draft plan for comments including implementation, maintenance, and revision of the plan as it is reviewed.

As part of the project kickoff meeting, we will review the existing Hazard Mitigation Plan and will work with the County to determine appropriate sources for data needs for tasks 2 – 9, which include but are not limited to Effingham County’s history, demographics, and past storm events. If practicable, we request that data be provided to us at or before the kickoff meeting to expedite project work and development of the HMP.

Task 1 Deliverables: Mission Statement, Detailed Schedule with Milestones, Meeting Facilitation with Minutes, Local Outreach Communication Strategy with news releases and online survey, Draft HMP Update and Summary of Comments.

Task 2 – Creation of Hazard Profiles

Using the best available existing data from public sources such as the county, state and federal government, Weston & Sampson will create hazard profiles and mapping of areas affected by multiple natural hazards for the County. We will include a set of hazard maps as part of the HMP. The GIS (Geographic Information System) files used to create the maps will be provided to the County for integration with other community plans.

The HMP maps will be the basis for the community’s known hazards. The hazard identification will include an assessment of Effingham County’s vulnerability to hazards based on the location, extent, probability, and severity of the hazards. Weston & Sampson will perform a vulnerability analysis. The vulnerability analysis may be developed using FEMA’s HAZUS–MH and a GIS map analysis to delineate those critical facilities that are located within mapped hazard areas. Working with the County and the HMP Committee, we will provide a description and prioritization of the natural hazards that have occurred within the community.

Task 2 Deliverables: Hazard Profile Write-ups and Map(s), GIS shapefile(s).

Task 3 –Critical Facility Inventory

Weston & Sampson will update the inventory of critical facilities in Excel and create a GIS map that explains how these facilities intersect with the known hazards for the community. To develop the inventory, we will use input from the community and the best available local and state information. The inventory will be finalized in collaboration with the County’s HMP Committee.

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We will also update known repetitive flood loss structures and structures that have incurred substantial damage as defined by FEMA; repetitive loss data will be provided by Effingham County. We will analyze these structures by type, number, and general location as they relate to the known hazard areas. Weston & Sampson will compile an existing conditions land use map as well as an anticipated future land use map from data provided by the County that depicts the location of developed land uses, delineated by categories based on use (e.g., residential, commercial, industrial, institutional, other public use, etc.) and where they intersect with hazards.

Critical Facilities
<ul style="list-style-type: none"> • Government Center/Municipal Offices • Fire Stations • Police Stations • Emergency Operations Centers • Schools (Public and Private, Including Universities/Colleges) • Senior Center • Water Treatment Plant • Wastewater Treatment Plant • Sewage Pumping Stations • Satellite Municipal Buildings • Hospitals • Day-Care Facilities • Public Works Highway Yard / Satellite Facilities • Nursing Homes/Elderly Housing • Emergency Shelters

Task 3 Deliverables: Spreadsheet of updated critical assets, land-use maps, and a GIS shapefile with geolocated assets.

Task 4 – Risk Assessment / Hazard Vulnerability

Based on the data collected and process, Weston & Sampson will assess risks and develop an overview of each of the specific hazards and the County’s vulnerability to those specific hazards for review by the HMP Committee. This assessment shall include:

- Types and numbers of buildings, infrastructure, and critical facilities located in the hazard areas.
- Existing multiple hazard protection measures within the County, including protective measures under the National Flood Insurance Program (NFIP).
- A description of each measure, the method of enforcement, and/or the point of contact responsible for implementation of each measure.
- Historical performance of each measure and a description of improvements or changes needed.
- General description of land uses and development trends to incorporate future land use decisions.

Once the overview is developed, we will provide it to the HMP Committee for review and comment. We have budgeted for two rounds of comments from the HMP Committee.

Task 4 Deliverables: Risk assessments provided in draft HMP for review and comment.

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Task 5 – Mitigation Strategies with Prioritized Actions

In collaboration with the HMP Committee, Weston & Sampson will develop updated mitigation strategies specific to each community exposure to, and impacts from, identified natural hazards. The strategy will include a list of mitigation goals and objective statements that focus on reducing the risks from the identified natural hazards, and updates to existing measures will be specifically noted. This will include a capability assessment and incorporate a review of existing building codes and land use regulations, compliance with the National Flood Insurance Program (NFIP), and the ability to expand upon and improve mitigation capabilities.

MUNICIPALITY	HMP-MVPs		
	HMP	Successful Grant Support	Year
Ashby, MA	X		2020-2021
Attleborough, MA	X		2020-2021
Avon, MA	X		2020-2021
Belmont, MA	X	X	2020-2021
Boston, MA	X		2020-2021
Fitchburg, MA	X	X	2020-2021
Egremont, MA	X		Ongoing
Granville, MA	X		2021
Groton, MA	X		2020-2021
Hopkinton, MA	X		2020
Lowell, MA	X	X	2020-2021
Middleton, MA	X		2020-2021
Richmond	X		2020-2021
Stoneham, MA	X		2020-2021
Tewksbury, MA	X	X	2020
Townsend, MA	X		2020
Tyngsborough, MA	X		2020
Waltham, MA	X	X	2020
Wenham, MA	X	X	2019
Wilbraham, MA	X		2021
Winchester, MA	X		2020
Winchendon, MA	X		2020-2021

Figure 2: Recent Weston & Sampson Hazard Mitigation Plans

Actions and projects will include both existing and planned projects to reduce the effects of each hazard, with particular emphasis on buildings and infrastructure and limiting risk to new development and redevelopment. The written analysis will include a list of *prioritized* cost-effective hazard mitigation projects that best meet the County’s needs for multiple hazard damage reduction. We understand that the projects may include structural solutions (e.g., culverts, dams, dikes), nature-based and natural systems protection (e.g., green infrastructure, floodplain protection, conservation) and nonstructural solutions (e.g., planning, regulatory measures, education and awareness, property acquisition, retrofitting, and elevation). The prioritized projects will account for economic considerations (including benefits and costs), engineering, technical, legal, environmental, and social feasibility. Weston & Sampson will coordinate with relevant local, state, and federal agencies for input and technical assistance (e.g., neighboring jurisdictions, GA Coastal Program, Coastal Regional Commission, Sea Grant/Marine Extension, GDOT, GEMA, FEMA).

Task 5 Deliverables: Updated Mitigation Strategies, Capabilities Assessment and Prioritized Actions in draft HMP for review and comment.

Task 6 – Plan Maintenance

Weston & Sampson will develop short-term and long-term recommendations in collaboration with the HMP Committee as part of the plan to ensure it remains a current document and becomes embedded into Effingham County’s procedure/processes and policies. We will also develop a general monitoring schedule with procedures for ensuring the plan’s implementation, update, and revision every five years. The procedure for updating the HMP will be provided as a narrative and included as a section of your HMP. We will provide the short- and long-term recommendations in a tabular form that includes

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a row for each recommendation and columns for responsible lead entity, other participants, approximate implementation cost, schedule, and other implementation challenges.

Task 7 – Public Review of the Draft Plan

Weston & Sampson will work in collaboration with the County and the HMP Committee to post the Draft HMP for public comment on the County’s website. After the comment period, we will work with the HMP Committee to finalize the draft plan and submit it to GEMA/FEMA for review. We have budgeted for one round of HMP Committee comments with revisions as needed prior to submission to GEMA/FEMA.

Task 7 Deliverables: Draft Plan for public comment.



Figure 3: HMP Maintenance

Weston & Sampson will work with the HMP Committee to revise the draft plan based on GEMA/FEMA comments and submit the revised plan for approval pending adoption. After approval from GEMA/FEMA is received, we will work with the HMP Committee to submit the plan to the County Board of Commissioners for adoption. We understand that the County will send the final adopted plan to GEMA/FEMA.

Task 8 Deliverables: HMP for GEMA/FEMA review (2 printed copies and 2 digital copies by the agreed-upon deadline; Finalized HMP (9 printed copies and 10 digital copies) to Effingham County.

PROPOSED ENGINEERING FEES:

The estimated lump-sum fee for Tasks 1.0 through 8.0 as described herein is:\$19,500.00

PROPOSED SCHEDULE

Weston & Sampson is prepared to begin work on this assignment upon receipt of written authorization and will work with Effingham County to determine an agreed-upon project schedule.

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BACKGROUND

2013 - Present
Vice President | Regional Manager
Weston & Sampson

2010 - 2013
Senior Associate | Program
Manager
Weston & Sampson

2004 - 2010
Principal
HEG, LLC

1997 - 2004
Director of Design & Construction
Charleston Commissioners of
Public Works

1989 - 1997
Engineering Manager
Charleston Commissioners of
Public Works

1986 - 1989
Associate Engineer
Charleston Commissioners of
Public Works

1985 - 1986
Associate Engineer
Nivens Engineering, Inc.

EDUCATION

1985
Bachelor of Science
Civil Engineering
The Citadel

1982
Bachelor of Science
Biology
The Citadel

**PROFESSIONAL
REGISTRATION**

Professional Engineer:
South Carolina No.13416
North Carolina No.032786
Georgia No.034969
Ohio No.75111

Certified Erosion Prevention &
Sediment Control Inspector, 0568

Bob has more than 30 years of engineering design and leadership experience. He has an in-depth understanding of the public works industry, having worked for 18 years as Engineer, Engineering Manager, and Director of Design and Construction for the Charleston Commissioners of Public Works. Bob has extensive experience with the conceptual development and detailed designs for large public works projects, including public relations, easement acquisitions, community impact mitigation, and public acceptance. His project experience includes facility master planning and expansion, stormwater management, water transmission and distribution, wastewater collection and pumping, water and wastewater system rehabilitation, roads, bridges and drainage.



A civil engineering graduate of The Citadel, Bob develops and coordinates practical and economical solutions for complex engineering problems. His approach to all projects includes team building and a determination to see projects beyond completion and into the operational phase.

SPECIFIC PROJECT EXPERIENCE

Bay Street Pump Station Rehabilitation, Beaufort-Jasper Water & Sewer Authority, Beaufort, South Carolina. Principal-in-charge for the overall plans, specifications, construction administration and inspections for rehabilitation of all pumping, piping, equipment and electrical for a 0.5-mgd wastewater pump station located in the Beaufort Waterfront Park.

Laurens Street Pump Station Rehabilitation, Beaufort-Jasper Water & Sewer Authority, Beaufort, South Carolina. Principal-in-charge for the overall plans, specifications, bidding, construction administration and inspections for replacing all equipment and electrical for a 0.6-mgd wastewater pump station located in Beaufort, South Carolina.

Duke Street Pump Station Rehabilitation, Beaufort-Jasper Water & Sewer Authority, Beaufort, South Carolina. Principal-in-charge for the overall plans, specifications, bidding, construction administration and inspections for replacing all equipment and electrical for a 0.8-mgd wastewater pump station located in Beaufort, South Carolina.

CDBG Water Main Extensions, Ridgeville, South Carolina. Project manager for water main extensions within the Town of Ridgeville to improve water service and fire protection. Work included the design of various sizes and lengths of water mains to provide improvements to service and fire protection. Coordinated with the town Fire Department, SCDHEC, Ocean & Coastal Resource Management, SCDOT, and the county.

Stuart Point Well and Public Water System, Beaufort, South Carolina. Principal-in-charge for the permitting of a test well to determine water quality and production rates for a new public water supply in Beaufort County. The test well was successfully installed and converted to a production well. Responsibilities included design, permitting, inspections, and project close-out.

PUBLICATIONS

Horner, R., Lewis J.,
Burnette, J. (Second Quarter 2022)
A Readiness Guide to Applying for
and Securing SRF Infrastructure
Funding - *South Carolina AWWA
Journal*

Well Installation, Dorchester County Water & Sewer, Ridgeville, South Carolina.

Principal-in-charge for the installation of a 20-inch well for the DCWS system in the Ridgeville area. Responsibilities included assistance with design, permitting and construction administration. Oversaw installation of the 600-gpm well, which uses 75-horsepower pumps, to a depth of just below 500 feet.

Inland Port Facility Road Reconstruction, Dillon County, South Carolina.

Project Manager for SCDOT design for the Access Road for the new Dillon Inland Port Facility. The new Access Road connects the recently completed Phase 1 Road to Harbor Freight Tools with Fairfield Road, and serves for container movement from the Port facility to I-95.

Public Works Indefinite Delivery Contract, Berkeley County, South Carolina.

Principal-in-charge for this IDIQ to provide surveying, design, traffic, geotechnical, permitting, construction administration and inspection services for various road, drainage, and infrastructure-related projects. Assignments include intersection improvements located in the City of Hanahan on Yeamans Hall Road, including improvements to turn lanes, traffic signals, sidewalks, drainage, and pedestrian safety and accessibility.

Church Creek Drainage Study, Charleston, South Carolina.

Principal-in-charge for a flood reduction study for the Church Creek Drainage Basin—an area prone to flooding of increasing severity and frequency. Work included evaluating past study recommendations, upgrading the hydraulic model to ICPR4, directing over 14 outreach meetings, and developing seven initiatives to fix the flooding problems. Used a new modeling approach to identify trouble areas, and provided innovative solutions for flooding issues. Upon completion, the project was publicly recognized by the City of Charleston for its resolution of a centuries-old flooding problem.

Charleston National Country Club Drainage Improvements, Mt Pleasant, South Carolina.

Project manager working with the Charleston National Country Club and the Charleston National Owners' Association to study drainage for the area. Developing ways to improve sustainability, reduce saltwater intrusion into the stormwater and irrigation system, and confirm drainage capacity for significant storm and tidal events. Coordinating with the town's Stormwater Division and other regulatory entities.

West Ashley Park, Charleston, South Carolina.

Principal-in-charge for the planning and design of water and wastewater facilities for a 133-acre site that includes nature trails, four soccer fields, four baseball diamonds, interpretive structures, a brackish water lake, and wetland areas.

West Ashley Greenway Utility and Trail Corridor, West Ashley, South Carolina.

Coordinated with landscape architects to determine utility accommodation and planning to ensure that SCE&G, City of Charleston, and Charleston Water System improvements were coordinated with this project to convert an abandoned ACL Railroad right-of-way into a linear park and trail, including a 5-mile (approx.) paved bike trail.

Joe Riley Baseball Park, Charleston, South Carolina.

Oversaw design of water and wastewater facilities to accommodate peak flows during special events, as well as irrigation, for the Joe Riley Park, a minor league baseball park and home to the Charleston Riverdogs team.

BACKGROUND

- 2020-Present
Team Leader
Weston & Sampson
- 2017-2020
Senior Project Manager
Weston & Sampson
- 2014-2017
Principal Scientist
ESS Group
- 2008-2014
Senior Project Manager
Fuss & O'Neill Engineering
Consultants
- 2005-2008
Project Manager
Fuss & O'Neill Engineering
Consultants
- 1999-2005
Principal Environmental Scientist
Rhode Island Department of
Environmental Management
- 1994-1999
Senior Environmental Planner
Rhode Island Department of
Environmental Management
- 1993-1994
Environmental Planner
Rhode Island Department of
Environmental Management

EDUCATION

- 1993
Master of Urban Planning
Environmental Planning
New York University
- 1989
Bachelor of Science
Psychology
University of Lowell

**PROFESSIONAL
REGISTRATION**

- Certified Planner with the American
Institute of Certified Planners (AICP)
- LEED® Accredited Professional
- Municipal Vulnerability
Preparedness (MVP) Certified
Provider

Jim is the team leader of Weston & Sampson's Urban and Environmental Planning Group. He brings over 25 years of experience in urban planning and environmental management. He has directed state and federal programs for the improved management of nonpoint source pollution, decentralized wastewater, stormwater, wetlands, and habitat resources. Jim's background in science, planning, public health, and psychology uniquely positions him to analyze complex problems, engender stakeholder support, and implement powerful solutions. He is a trained facilitator, LEED® Accredited Professional, and AICP certified, as well as a recipient of USEPA's Environmental Merit Award (2005). Jim currently serves as the Immediate-Past President of the American Planning Association (APA) Rhode Island Chapter, Chair of the APA Environment, Natural Resources, and Energy Division, and as a representative to the Rhode Island State Planning Council.



SPECIFIC PROJECT EXPERIENCE

Emergency Operations Plan, Narragansett, Rhode Island. Project manager for the update of the Emergency Operations Plan for the Town of Narragansett, Rhode Island to assist the town in planning a wide variety of emergency situations including natural disasters, terrorism, hazardous spills, water emergencies, etc. Reviewed background information on existing conditions and previous hazard events, prepared the plan in cooperation with the town. This project includes a significant public participation and outreach element. This project is ongoing.

Hazard Mitigation Plan, Narragansett, Rhode Island. Project manager for the development of a Hazard Mitigation Plan for the Town of Narragansett, Rhode Island to mitigate the effects of natural hazards and increase resilience against climate change. Reviewed background information on existing conditions and previous natural hazard events, prepared the plan in cooperation with the town, and hosted the public information sessions. The plan identified features most at risk; including critical infrastructure, vulnerable populations, and natural resources; and assessed their vulnerabilities to natural hazards and climate change. Prepared in accordance with FEMA guidelines for Hazard Mitigation Planning, the plan also identified and analyzed hazard mitigation strategies that best meet municipal needs for multiple hazard damage reduction.

Hazard Mitigation Plan and Municipal Vulnerability Preparedness Plan, Waltham, Massachusetts. Technical reviewer for the development of a joint Hazard Mitigation and Municipal Vulnerability Preparedness Plan for the City of Waltham to mitigate the effects of natural hazards and increase resilience against climate change.

Hazard Mitigation Plan and Municipal Vulnerability Preparedness Plan, Wenham, Massachusetts. Technical reviewer for the development of a joint Hazard Mitigation and Municipal Vulnerability Preparedness Plan for the Town of Wenham to mitigate the effects of natural hazards and increase resilience against climate change.

PROFESSIONAL AFFILIATIONS

- RI Chapter of American Planning Association (President-Elect)
- US Green Building Council
- Water Environment Federation
- American Institute of Certified Planners
- Yankee Onsite Wastewater Association
- Rhode Island State Planning Council

PROFESSIONAL AWARDS

- USEPA Environmental Merit Award 2005 (Awarded for Smart Growth and Stormwater)
- Rhode Island APA Chapter President's Award 2011, 2014

Municipal Vulnerability Preparedness Plan, Salisbury, Massachusetts. Presenter at an all-day workshop as part of the development of a Municipal Vulnerability Preparedness Plan for the Town of Salisbury to mitigate the effects of natural hazards and increase resilience against climate change. The workshop included a review of critical features most at risk; including critical infrastructure, vulnerable populations, and natural resources; and an assessment of their vulnerabilities to natural hazards and climate change.

Municipal Vulnerability Action Project, Brookline, Massachusetts. Technical advisor and reviewer for the development of new policy and guidance for the Town of Brookline to address stormwater flooding, green infrastructure, extreme heat and other issues related to climate change. The policy and guidance is intended to support development and redevelopment reviews in town.

Hazard Mitigation/Municipal Vulnerability Plan, Attleboro, Massachusetts. Project manager for updating the existing hazard mitigation plan and creating the municipal vulnerability component for the City of Attleboro. Work including researching relevant data and working with the community to identify hazards, vulnerabilities, and strengths to determine appropriate hazard and climate change actions measures. This work also involved developing and implementing engagement strategies for gathering input from stakeholders and the general public. This project also includes an analysis of the feasibility of establishing a stormwater utility for the city.

Plymouth-Carver Aquifer Action Plan, Massachusetts Executive Office of Energy and Environmental Affairs (EOEEA), Plymouth, Massachusetts. Project manager for development of an aquifer action plan to maximize water supply using LID-style approaches. The project involved working with Plymouth-Carver Aquifer Advisory Committee to identify action plan items and develop a MOU that would be acceptable to all seven municipalities in the region.

Regulatory Research for the Capehart Facility Redevelopment, Connecticut. Project manager for review of floodplain redevelopment policy and comparison to other northeast states on behalf of the Capehart Facility for vetting with the Connecticut State Legislature.

Pequonnock River Watershed Land Use Regulatory Review, Connecticut. Task manager for the review of land-use policy for three municipalities for protection of the Pequonnock River.

Smithfield Onsite Wastewater Management Plan, Smithfield, Rhode Island. Technical lead and project manager for development of an onsite wastewater management plan for the Town of Smithfield. This is the first OWMP that has been developed for Smithfield and will give the Town access to the Community Septic System Loan Program.

Onsite Wastewater Management Plans for Exeter, Hopkinton and Richmond, Rhode Island. Managed the development of three onsite wastewater management plans for CSSLP loan eligibility. All three plans were completed in a total of three months. Project included public meetings/hearings in each town.

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BACKGROUND

2021-Present
Senior Project Manager
Weston & Sampson

2016-2021
Coastal Zone Consistency Project
Manager
SC Department of Health and
Environmental Control

2013-2016
Natural and Coastal Resources
Consultant
Brunswick, GA

2013-2014
Coastal States Organization
Chair/Facilitator, National Nonpoint
Source Workgroup

2005-2013
Natural Resources Biologist
GA Department of Natural
Resources- Environmental
Protection Division

2001-2005
Marsh and Shore Regulatory
Program Manager
GA Department of Natural
Resources- Coastal Resources
Division

1994-2001
Senior Program Coordinator
VA Department of Environmental
Quality

1990-1994
Analyst
VA Department of Environmental
Quality

1989
Analyst
US Geological Survey/University of
Virginia Coastal Research

EDUCATION

1988
Graduate Studies Environmental
Science, Coastal Geomorphology

1987
Bachelor of Arts
University of Virginia

Jeannie is a coastal resources expert and innovator with more than 30 years of government experience in the Southeast and Mid-Atlantic. She has in-depth knowledge of and practice in regulatory permitting and compliance, sustainable and resilient design, environmental policy, community development, green infrastructure, wildlife and water quality protection strategies, stormwater management, habitat restoration, estuarine and freshwater wetlands, cultural and historic resources, and associated legal and regulatory frameworks. Jeannie is known for her collaborative team-building, multidisciplinary approaches and as a catalyzing problem solver and communicator. She is a seasoned and effective leader and also has extensive experience with public outreach, community engagement, grant writing and management and working with diverse stakeholders.



SPECIFIC PROJECT EXPERIENCE

Previous Employment Summaries and Project Spotlights

- City of Charleston Stormwater Design Manual, Team Member, SC DHEC
- Sustainable Community Action Team, Project Leader, GA DNR
- Model Ordinance Development and Outreach for Coastal Communities, Project Leader, GA DNR
- Georgia Coastal Stormwater Supplement, Project Leader, GA DNR
- Georgia Green Growth Guidelines, Project Leader, GA DNR
- Riparian Buffer Protection Models, Project Leader, GA DNR
- Priority Species Identification and Scaled Habitat Protection through Permitting, GA DNR
- Nontidal Wetlands Protection Project, Project Leader, GA DNR
- Virginia River Country Sustainable Economic Development Project, Leader, VA DEQ

Coastal Zone Consistency Project Manager, SC Department of Health and Environmental Control - Ocean and Coastal Resource Management, Charleston, South Carolina. Evaluated and provided consistency determinations (environmental impact review) for all development activities requiring state and federal permits with a focus on the Charleston region. Made recommendations and worked collaboratively with local government staff, NGOs applicants, engineers, consultants and agencies to improve project design, streamline processes, and protect coastal resources while balancing socio-economic development concerns. Presented technical, legal, and policy interpretations of applicable policies, statutes, and regulations. Ensured public participation requirements were met per State and Federal rules/guidelines. Team member for DHEC Emergency Response and DHEC Applied Science Committee.

Natural and Coastal Resources Consultant, Brunswick, Georgia. Consulted as expert on water, natural resource, and coastal resource management policies and

PUBLICATIONS

Horner, R., Lewis J.,
Burnette, J. (Second Quarter 2022)
A Readiness Guide to Applying for
and Securing SRF Infrastructure
Funding - *South Carolina AWWA
Journal*

practices. Interpreted complex state and federal statutes and regulations in context with proposed projects affecting a range of coastal resources and uses. Reviewed projects for compliance with regulations and statutory authority. Recommended actions to protect resources including wildlife/habitat protection in southeastern US. Identified gaps in resource protection & helped develop innovative approaches.

Chair/Facilitator, Coastal States Organization (CSO): National Coastal Nonpoint Source Workgroup, Washington, District of Columbia. Lead dynamic workgroup representing all coastal management and water quality programs of the US coastal states and territories. Assisted coastal states with program/project development, provided leadership to build and foster stronger relationships and regular dialogues between intrastate, regional, and interstate interests. Provided direction, developed and facilitated discussion and training agendas, drafted position documents representing the complex myriad of states' interests. Fostered exchange of information and ideas to promote collaborative efforts. Designed and edited marketing materials; presented reports to Executive Committee and full membership at annual meetings. CSO represents the interests of the Governors of the coastal states and territories since 1970.

Natural Resources Biologist, Advanced Level, Department of Natural Resources – Environmental Protection Division, Brunswick, Georgia. Development and implementation of Georgia's Coastal Nonpoint Source Program to protect human health and conserve terrestrial and marine habitats, associated wildlife, fisheries and ecosystems while providing for economic growth and development. Coordinated strategic planning activities in response to stakeholder needs with a collaborative team of subject matter experts, research/academic institutions, and NGO's to manage and reduce impacts from residential and commercial construction, forestry, agriculture, hydromodification, marinas and recreational boating. Evaluated and recommended program improvements for critical coastal areas, maritime forests, wetlands and for expansion of multi-trophic riparian area for private and public property protection. Developed and administered cross-cutting grant and project proposals. Planned, organized, and conducted workshops through collaborative partnerships. Promoted land conservation through planning and ordinance development, transfer of development rights, blue/green infrastructure, conservation easements, and tax incentives. Identified opportunities to locate, protect / restore priority coastal ecosystems.

Marsh and Shore Regulatory Program Manager, Department of Natural Resources – Coastal Resources Division, Brunswick, Georgia. Lead staff responsibility for the implementation of the Coastal Marshlands Protection Act of 1970 and the Shore Protection Act of 1979. Assigned duties, provided oversight and daily guidance to staff working on permit requests for proposed activities in tidal wetlands and construction activities in the State's shore jurisdiction. Supervised and guided staff of permit coordinators in coastal and marine regulatory and policy directives and agency actions through routine collaboration with the Office of the Attorney General; acted as lead staff to Georgia's Coastal Marshlands and Shore Protection Boards. Assisted in the leasing public submerged lands. Coordinated with property owners, attorneys, developers, scientists, environmental groups, localities, consultants and land planners to implement sustainable development/smart growth designs and practices on the Georgia coast. On-call biologist in response to marine mammal and sea turtle strandings, fish kills and spills.

BACKGROUND

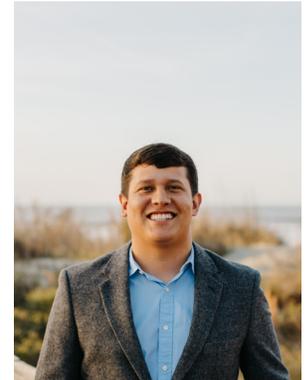
2022-Present
Environmental Scientist III
Weston & Sampson

2019-2022
Resilience Specialist
Kiawah Island Community
Association

2017-2019
Graduate Assistant
College of Charleston

2017-2018
Marine Science Educator
Patriots Point Naval & Maritime
Museum

Lucas is a Climate Adaptation and Resilience Specialist with over five years of experience in resilience planning. His expertise includes raster-based flood modeling, sustainable and resilient design, environmental monitoring, community development, green infrastructure, wildlife and water quality protection strategies, stormwater management, cultural and historic resources, and associated legal and regulatory frameworks. In addition, he has experience with public outreach, community engagement, and grant administration. Lucas has worked with diverse stakeholders across numerous projects throughout the Southeast.



EDUCATION

2019
Concurrent Degrees, Master of
Environmental and Sustainability
Studies and Master of Public
Administration
University of Charleston

2016
Bachelor of Science
Environmental Technology &
Management
North Carolina State University

**PROFESSIONAL
AFFILIATIONS**

- Charleston Resilience Network
- South Carolina Beach Advocates
- Southeast Sustainability Directors
Network
- Johns Island Task Force
- National Weather Service Weather
Ready Nation Ambassador

SPECIFIC PROJECT EXPERIENCE

Quail Creek HUD NEPA Environmental Review, Richland County, South Carolina. Climate Adaptation and Resilience Specialist responsible for assisting in performing an environmental compliance review on behalf of the Richland County Office of Community Development (RCCD) in compliance with requirements set forth in 24 C.F.R. Part 58 (“Environmental Review Record or ERR”). In accordance with CDBG regulations, Weston & Sampson acted as the Environmental Officer to perform an environmental compliance review as required by HUD. Responsibilities for this project included developing all exhibits for the Quail Creek project, review, and evaluation for compliance with federal, state, and local land development, and the development of a final Environmental Review satisfying HUD, NEPA and all applicable South Carolina Codes.

Green Infrastructure and Living Shorelines Manual (NFWF ECRF) Kiawah Island, South Carolina. Project coordinator responsible for writing, research and planning, and coordination of green infrastructure and living shorelines manuals for a National Fish and Wildlife Foundation Emergency Coastal Resilience Fund Grant. As Project Coordinator for the NFWF ECRF Grant, the Resilience Specialist not only provided administrative support and coordination to the Kiawah Conservancy but contributed time each week for two years assisting in the development of publications, documents, reports, research, and communications. This involved assuming an advisory role on a shoreline change and Unvegetated-Vegetated Ratio (UVVR) modeling effort to evaluate marsh vulnerabilities and on a groundwater study for island-wide mapping and modeling of the water table to analyze fluctuations in water levels and salinity, seasonally, and with influences from rainfall and tides. The project involved over \$125K in NFWF funding and resulted in two vetted nature-based solutions guidance documents: one for living shorelines and the other for green infrastructure.

Resilience Planning, Kiawah Island, South Carolina. Resilience Specialist responsible for chairing the Adaptive Management Plan Task Force, coordinating stakeholder engagement, and developing Kiawah Island’s Resilience Plan. This included organizing weekly Task Force meetings to develop strategic community engagement activities, survey development, methods for statistical analysis, and planning for stakeholder interviews for an effort between the Town of Kiawah Island and Kiawah Island Community Association. Phase one of this project resulted in

the development of threshold conditions (undesirable conditions) for eight areas of concern identified by the community. Phase two of this project involved defining indicators, threshold values (frequency and duration of the undesirable condition), trigger points, and a monitoring framework for Kiawah’s marsh, maritime forest, beaches and dunes, vegetation, roads, properties, utilities. This plan resulted in the guidelines for an annual Resiliency Report to allow community leaders to identify and prioritize investment in projects related to community resilience.

Flood Mitigation Stormwater Projects, Kiawah Island, South Carolina. Resilience Specialist responsible for mapping drainage infrastructure and modeling flood scenarios for various sea level rise and designed storms for the Kiawah Island Community Association’s Water Management Task Force. The Task Force consisted of Community Association Board Members, staff, and an outside engineering firm. The responsibilities of the Resilience Specialist on this Task Force included baseline flood modeling of NOAA’s Sea Level Rise Projections for 2030, 2050, 2070 and 2100 and various designed storms (1-year through 100-year rainfall events). After modeling each of these events, the Resilience Specialist compiled anecdotal accounts of flooding to “train” the baseline model to reflect conditions of normal tidal inundation with the combined effects of various designed rainfall events. The proposed drainage infrastructure was later built into the model to illustrate the level of mitigation these proposed solutions offered. The Task Force outlined seven of nine proposed solutions that would benefit stormwater management. The Resilience Specialist then presented all modeling and research to the community and garnered a unified vote of the membership to proceed with more than \$3 Million in infrastructure investment after public presentations and various neighborhood meetings.

Community Flood Modeling Exposition, Mt. Pleasant, South Carolina. Responsible for developing high-resolution flood models and participating in community outreach and engagement. This effort was funded by a National Oceanic and Atmospheric Administration Regional Coastal Resilience Grant obtained by through the S.C. Sea Grant Consortium on behalf of the Charleston Resilience Network. The original goal of this outreach event was to gather anecdotal flooding data from residents to ground-truth storm surge and rainfall models developed by the Low Country Hazards Center, housed at the College of Charleston. This event involved coordination with local stormwater engineers, emergency managers and public works departments to develop a list of study areas, rainfall/ storm surge scenarios, historic storms, and future scenarios of sea level rise to model for the events. After developing and presenting the models to each municipality, presented the models to the public in two separate outreach events and answered questions about modeling methods. Recorded anecdotal reports from community members.

Community Flood Modeling Exposition, North Charleston, South Carolina. Graduate Assistant responsible for developing high-resolution flood models and participating in community outreach and engagement. This effort was funded by a National Oceanic and Atmospheric Administration Regional Coastal Resilience Grant obtained by through the S.C. Sea Grant Consortium on behalf of the Charleston Resilience Network. The original goal of this outreach event was to gather anecdotal flooding data from residents to ground-truth storm surge and rainfall models developed by the Low Country Hazards Center, housed at the College of Charleston.

BACKGROUND

2020-Present
 Engineer III
 Weston & Sampson

2020-2020
 Engineer II
 Weston & Sampson

2019-2020
 Environmental Scientist I
 Weston & Sampson

2016-2018
 Project Technician
 Stoney Ridge Environmental

2015-2016
 Research Assistant
 Stormwater Center
 University of New Hampshire

2014-2016
 Member
 Engineers Without Borders

EDUCATION

2016
 Bachelor of Science
 Civil Engineering
 University of New Hampshire

Summer 2014
 Environmental Conservation
 Program
 EcoQuest Education Foundation

**PROFESSIONAL
 REGISTRATION**

Engineer-in-Training (EIT)
 New Hampshire

Certified Erosion, Sediment and
 Stormwater Inspector - Envirocert
 International

CERTIFICATION

Municipal Vulnerability
 Preparedness (MVP) Certified
 Provider

PROFESSIONAL TRAINING

10-Hour OSHA Construction Safety
 Training

Lindsey is a Resiliency Engineer with Weston & Sampson working on interdisciplinary climate adaptation projects. Lindsey’s background includes environmental engineering, conservation, and sustainability. She has five years of experience in resiliency engineering, environmental permitting, and wetland delineating. Her expertise includes CAD design, GIS mapping, stormwater modeling, wetland delineations, stream assessments, hazard mitigation planning, municipal vulnerability preparedness planning, and SWPP.



SPECIFIC PROJECT EXPERIENCE

Hazard Mitigation & Municipal Vulnerability Preparedness Planning, Lowell, Massachusetts. Assisted with the preparation of a joint Hazard Mitigation Plan (HMP) and Municipal Vulnerability Preparedness (MVP) Plan. The scope included equitable community engagement strategies to gain input from a broader, more diverse segment of the population, including the translation of public outreach materials into Khmer, Portuguese, and Spanish and use of virtual engagement, including webinars, videos, and online surveys. The resulting plan identifies local features most at risk and prioritizes specific mitigation actions to reduce vulnerability. The work led to a successful MVP Action Grant.

Hazard Mitigation Plan, Wenham, Massachusetts. Assisted with the town’s HMP effort, including facilitation of the HMP Committee, workshops, and public meetings. Researched existing conditions and previous natural hazard events and mapped vulnerable areas, critical infrastructure, and special populations. With the HMP Committee, prioritized actions to reduce vulnerability to natural hazards. Prepared drafts and updates based on public input.

Hazard Mitigation Plan, Waltham, Massachusetts. Assisted with the town’s HMP effort, including facilitation of the HMP Committee, workshops, and public meetings. Researched existing conditions and previous natural hazard events and mapped vulnerable areas, critical infrastructure, and special populations. With the HMP Committee, prioritized actions to reduce vulnerability to natural hazards. Prepared drafts and updates based on public input.

Grant Writing for Municipal Vulnerability Preparedness (MVP) Planning and Action Grants, Woburn and Lynn, Massachusetts. Collaborated on successful grant proposals, leading to climate resilience planning and implementation projects for the communities of Lynn and Woburn.

Hazard Mitigation and Municipal Vulnerability Preparedness Planning, Belmont, Fitchburg, Granville, Groton, Hopkinton, Middleton, Tewksbury, Wilbraham, and Winchendon, Massachusetts. Assisted with climate change vulnerability assessments, hazard mitigation, and resiliency planning efforts for the communities of Belmont, Fitchburg, Granville, Groton, Hopkinton, Middleton, Tewksbury, Wilbraham, and Winchendon. Efforts included assessing climate change projections, researching and identifying potential hazards and vulnerabilities, conducting community engagement, prioritizing actions to increase resilience, and preparing action plans for submittal to the state.

BACKGROUND

2021-Present
Project Planner
Weston & Sampson

2019-2021
Climate Resource Planner
Water Resource Team
Kleinfelder

2018-2019
Climate and Environmental
Planning Fellow
City of Boston Department of
Environment, Energy, and Open
Space

2014-2017
Designer
KieranTimberlake Associates

EDUCATION

2019
Masters in City Planning
Housing, Community and
Economic Development
Massachusetts Institute of
Technology

2014
Bachelor of Science in Architecture
University of Virginia

Bella is a climate resiliency specialist and urban planner with 6 years of professional experience. She works with institutions, government agencies, and municipalities to address their environmental and climate concerns through adapted design, land use, and policy. Bella is passionate about community resilience and believes that climate change is a ‘threat-multiplier’ for populations that are already socially vulnerable. She is skilled in urban design, graphic communication, spatial analysis, research, and innovative outreach. She uses these skills to convey climate change as an opportunity to create more just and equitable urban environments. As a City of Boston Climate and Environmental Planning Fellow, Bella wrote an amendment to the historic preservation regulatory standards to include resiliency standards for Bay Village District, created a design guide for retrofitting historic buildings to address climate change, and developed a guidance document for developers to facilitate compliance with Zoning Article 37, Green Buildings and Climate Preparedness. She has three years as an architectural designer, specializing in the design of university buildings and green building techniques.



SPECIFIC PROJECT EXPERIENCE

Consulting Services for the American Rescue Plan Act (ARPA) Local Fiscal Recovery, South Kingstown, Rhode Island. Project Planner for development of a strategic plan to revitalize five areas of the Town of South Kingstown and develop ARPA programming. Role involves assistance with grant fund development to leverage ARPA funding. The Town of South Kingstown is slated to receive \$8.95 million over the next two years under ARPA. South Kingstown hired Weston & Sampson to provide specialized project development, design (civil, engineering, architecture, landscaping and traffic engineering) and grant management services to maximize the Town’s use of the ARPA funds to support the Town’s COVID-19 disaster response to economic recovery. These services include supporting the Town with project management oversight and ensuring accountability, transparency, and compliance with all federal requirements.

Hazard Mitigation Plan, Boston, Massachusetts. Developed the City of Boston’s Natural Hazard Mitigation Plan. Researched and compiled existing citywide mitigation measures, documented progress on the past plan, and identified future priority actions through interviews with critical stakeholders. Conducted inclusive community outreach to receive feedback on the plan recommendations. Wrote the final Plan and ensured compliance with FEMA’s HMP guidelines.

Municipal Vulnerability Action Project, Lowell, Massachusetts. Developed a process for prioritizing new green infrastructure projects in the Claypit Brook Watershed considering co-benefits for the community, feasibility of implementation, and contributions to flood reduction. Conducted expert stakeholder interviews and development presentations for neighborhood groups. Developed writing and graphics for the final Capital Improvement Plan for the Claypit Brook Watershed.

BACKGROUND

2022-Present
Senior Technical Leader
Weston & Sampson

2019-2022
Technical Leader
Weston & Sampson

2010-2019
Senior Professional
Kleinfelder

2005-2010
Teaching and Research Assistant
Department of Civil and
Environmental Engineering
Northeastern University

2004-2005
Design Engineer
Thermax India Ltd.

2002-2004
Research and Teaching Assistant
Department of Civil Engineering
Indian Institute of Technology

EDUCATION

2010
Doctor of Philosophy (PhD)
Environmental Engineering
Northeastern University

2004
Master of Science
Environmental Engineering
Indian Institute of Technology

2002
Bachelor of Science
Materials & Metallurgical
Engineering
Jadavpur University

CERTIFICATION

Municipal Vulnerability
Preparedness (MVP) Certified
Provider

AWARDS & HONORS

Clean Charles Award
Charles River Watershed
Association
2022

Clemens Herschel Award
Boston Society of Civil Engineers
and American Society of Civil
Engineers, 2014

Indrani has more than 15 years of experience as a water resources engineer and as technical lead in climate change resiliency projects, specializing in leading interdisciplinary teams and stakeholders through risk-based prioritization of adaptation solutions. She has industry-leading experience in translating climate change projections to engineering design criteria for new and existing infrastructure and modeling climate impacts for the purposes of vulnerability assessment and adaptation planning for many projects in the Northeast. She has worked with numerous municipalities and public agencies to model their exposure to coastal and stormwater flooding using the best available and most appropriate sea level rise, storm surge, and rainfall projections. She has extensive experience integrating climate projections in hydrologic/hydraulic models of urban storm and sanitary sewer systems. Indrani is frequently invited to be part of panel discussions on climate risk and resiliency at New England universities, and has won national awards for her contributions to the engineering profession. In addition, Indrani is fluent in Bengali, English, and Hindi.



SPECIFIC PROJECT EXPERIENCE

Statewide Hazard Mitigation and Climate Adaptation Plan (SHMCAP), Executive Office of Energy and Environmental Affairs, Massachusetts. Task lead for development of the most appropriate climate change scenarios for over 70 state agencies in the Commonwealth and the framework for conducting climate change vulnerability assessments for these agencies. Expertise led to the development of an online survey system that the agencies have been able to use effectively and efficiently to identify their most critical assets, functions, and vulnerable population groups served, and identify their priority planning areas. The approach adopted in the SHMCAP can be used as a template for other states and communities.

East Boston Resilience Technical Analysis, Boston Planning & Development Agency (BPDA), East Boston, Massachusetts. Provided climate/coastal resiliency support, working in collaboration with the design team and the City of Boston to identify practicable solutions at two vulnerable locations along East Boston's waterfront: Carlton Wharf and Lewis Mall. Helped identify technical considerations and strategies that emphasized accessible open space while providing critical flood protection for East Boston, including the MBTA Maverick Station. The project resulted in schematic designs for both locations that illustrated conceptual early concepts, practicable design alternatives, cost estimates, and next steps.

Orange Line Vulnerability Assessment, MBTA, Boston, Massachusetts. Project manager and technical lead in assessing potential vulnerabilities for the Orange Line system considering sea level rise and storm surge, heavy precipitation events and inland flooding that included 2D flood modeling at select locations, extreme heat, high winds, and winter weather events related to extreme cold, snow, and ice. Recommended prioritized areas for additional studies and consideration of adaptation strategies for stations, tracks, and maintenance yards.

AWARDS & HONORS (CONT.)

- Engineering News Record (ENR)
"Top 20 under 40" in the New
England Region, 2015
- Cities4Tomorrow Award
Bloomberg Philanthropies
C40 Cities, 2017
- Silver Award
ACEC/MA Engineering Excellence
Competition, 2015
- Bronze Medal Excellence Award
Kleinfelder's Annual Technical
Seminar, 2013
- Don Douglas Award
Kleinfelder's Annual Technical
Seminar, 2012
- Ranked second in Environmental
Engineering and Management
Master's Program
Indian Institute of Technology, 2004
- Sankar Kumar Das Memorial
Silver Medal
Metallurgical and Materials Science
Engineering Examination
Jadavpur University, 2002

PROFESSIONAL AFFILIATIONS

- Water Environment Federation
- New England Water Environment
Association
- American Society of Civil Engineers

PUBLICATIONS & PRESENTATIONS

- "The Climate Response—
Government Leaders Take Action,
Evaluate Vulnerabilities Due to
Climate Change"
Informed Infrastructure
2016
- "Driving through the pouring rain:
How to plan, prepare and adapt
America's transportation networks
for climate change"
Informed Infrastructure
2015
- "Effects of spatial resolution in
urban hydrologic simulations"
Journal of Hydrologic Engineering
2012

Resilient Cambridge Plan & Regional Flood Resiliency Technical Assistance, Cambridge, Massachusetts. As a subconsultant to Kleinfelder, conducted peer review of precipitation-driven riverine and piped infrastructure flood modeling and coastal flood modeling results from the Massachusetts Coast Flood Risk Model (MC-FRM) as it relates to Cambridge. Provided technical oversight and peer review in developing the city's FloodViewer. Assisted in developing the city's HeatViewer to visualize UHI modeling results and provided technical review of the citywide green infrastructure analysis and Resilient Cambridge Plan. Led the technical analysis for regional coastal flood resiliency in the lower Mystic River and lower Charles River watersheds. This included identification and technical coordination in modeling of 10 coastal flood interventions in the metro Boston area and participating in regional flood resiliency coordination efforts championed by the city with multiple stakeholders, including other municipalities, state agencies and state legislators.

Building Resilience into the Design and Construction of Transportation Infrastructure, North Carolina Department of Transportation (NCDOT). Advise NCDOT on integrating resilience into ongoing planning and design projects, especially regarding frequent hurricane and coastal storm events. As owner's representative, reviewing design criteria for proposed/upcoming projects across the state, developing resiliency design criteria and guidelines for transportation projects, and assisting in updating relevant standards and criteria based on most recent climate change projections.

MBTA Bus Maintenance Facilities Resilient Design Guidelines, Boston, Massachusetts. Developed a resilient framework that provides guidance to design teams to meet performance thresholds given specific design parameters, such as design flood elevation, rainfall depth and duration of heatwaves; consider operational strategies to quickly respond and recover from extreme weather events through designing with emergency preparedness in mind. Currently serving as technical lead in developing a 2D flood model for a proposed new bus maintenance facility site in Boston. This model is providing the basis of design in terms of finished floor elevation, as well as being used to assess flood impacts to the surrounding areas under existing and proposed conditions.

Blue Line Flood Vulnerability Evaluation, Massachusetts Bay Transportation Authority. Evaluated flood vulnerability including review existing assessments and records, perform site survey of existing conditions, conduct hydraulic modeling and preparing tunnel flooding maps to identify targeted resilience measures, and determine engineering and operational resilience recommendations to mitigate flood risk.

Resilient Massachusetts Action Team (RMAT) Technical Assistance Contract, Statewide, Massachusetts Executive Office of Energy and Environmental Affairs (EOEEA). Responsible as technical lead for working with the multi-agency RMAT and an interdisciplinary team to implement the State Hazard Mitigation Climate Adaption Plan (SHMCAP) and develop clear, consistent guidance on the selection of climate design standards, standardize implementation of climate standards in existing practices, and create metrics and a web-based tool to evaluate climate resilience in capital planning.

BACKGROUND

2022-Present
 Technical Leader
 Weston & Sampson

2020-2022
 Technical Specialist
 Weston & Sampson

2009-2020
 Hydrologist
 Weston & Sampson

2006-2007
 Water Engineer
 Fay, Spofford & Thorndike

EDUCATION

2014
 Master of Science
 Hydrology
 University of New Hampshire

2006
 Bachelor of Science
 Civil Engineering
 Tufts University

PROFESSIONAL CERTIFICATIONS

Professional Hydrologist

Certified Floodplain Manager

Engineer-in-Training (EIT):
 New Hampshire

PRESENTATIONS

October 2014
 "Town-wide Stormwater Best Management Practice Screening"
 NEWWA Water Resources & Sustainability Symposium

April 2014
 "Surface Water Controls or Enhanced Aquifer Recharge, the Big River Story"
 NEWWA Spring Joint Regional Conference

April 2013
 "A Tale of Two Ponds: Developing Model to Improve Reservoir

Andrew is a hydrologist with 15 years of experience specializing in water resources and dam safety engineering. He has conducted hydrologic and hydraulic modeling on more than 70 dam projects, including hydraulic assessment of existing conditions, conceptual alternative analyses, rehabilitation design, dam breach analyses, inundation mapping, and inflow design flood studies. Andrew has developed dozens of hydrologic and hydraulic models and is intimately familiar with HEC-RAS, HEC-HMS, PCSWMM, HydroCAD, and other related software packages. In the past five years alone, he has spearheaded development of more than 30 Emergency Action Plans and associated dam breach analyses, with all manner of flood zones ranging from rural rivers valleys to dense urban floodways with no defined channel. In developing hydraulic models and EAPs, he has worked with regulators from every New England state as well as with FERC, FEMA, and the NRCS. He is also familiar with the latest GIS datasets and ArcGIS-based tools for evaluating hydrologic and hydraulic problems.



SPECIFIC PROJECT EXPERIENCE

Dam Breach Analyses and Inundation Maps, Connecticut and Deerfield Rivers.

Conducted dam breach analyses and prepared inundation maps in support of the development of Emergency Action Plans for three high hazard dams on the Connecticut River in New Hampshire/Vermont and four high hazard dams on the Deerfield River in Massachusetts. Developed a hydraulic model that incorporated a total of 207 river miles, 7 downstream dams, 34 bridges, and 10 significant tributaries. Conducted dam breach simulations under both sunny and stormy day conditions.

Hazard Classification Analyses for Two Dams, Mashpee, Massachusetts.

Conducted dam breach analyses and developed flood inundation maps to evaluate the potential impact of the hypothetical failures of two unclassified dams in Mashpee. Developed a HEC-RAS model for each dam and downstream floodway, including a total of 9 river miles, 1 downstream dam, and 18 bridges. Conducted dam breach simulations under a variety of antecedent conditions. Submitted a letter report to the NRCS summarizing the results of the modeling effort and recommending a NRCS Hazard Classification; the NRCS concurred with and approved the recommended Hazard Classification.

Charles River Watershed Model, Natick, Massachusetts.

Lead hydrologist responsible for developing a planning level 1D/2D model of the Charles River and its watershed, the largest in the metro Boston area. The first of its kind for the approximately 300 square mile watershed, the model consisted of nearly 200 miles of the Charles River and its two dozen tributaries as well as 50 miles of existing storm drain and more than 450 dams and road crossings across parts of more than 40 communities. Developed a 2D mesh across the existing 500-year floodplain to evaluate the potential impact of climate change on flood frequencies, extents, and depths as well as the potential flood mitigation capacity of seven watershed-wide green infrastructure concepts.

Management”
 NEWWA Spring Joint Regional
 Conference

PRESENTATIONS (CONT.)

September 2011
 “A Balancing Act: Optimizing
 Water Supply Availability through
 Integrated Management”
 New England Water Works
 Association

January 2011
 “A Balancing Act: Optimizing
 Water Supply Availability through
 Integrated Management”
 New England Water Works
 Association

Waltham Stormwater Model and Green Infrastructure Screening, Waltham, Massachusetts. Lead hydrologist responsible for the development of a city-wide 1D stormwater model across five different watersheds and their dozens of subcatchments. Used the model to confirm the likely causes of nuisance flooding, identify areas that could experience significant flooding and associated damage during extreme events. Evaluated the potential impact of climate change on flood frequency and magnitude throughout the city. Also evaluated the potential benefit of more than 250 green infrastructure projects and several large-scale gray infrastructure improvement projects targeting floodprone areas.

Baker Brook Flood Study, Fitchburg, Massachusetts. Lead hydrologist for the development of a 1D/2D flood model for Baker Brook. The brook, which was rerouted in the 1950s as a result of several local and Army Corps projects, frequently jumps its bank and floods parts of its former floodplain, which now includes several strip malls and a state highway. The model includes a dense 2D mesh in order to identify, rather precisely, the limits and depths of flooding, to support modification of flood insurance zones, city buyouts of private property, and specific gray infrastructure improvements to the streambank and to stormwater infrastructure within the former floodplain. The model was also used to evaluate the potential impacts of climate change and the potential benefits of several high concept green infrastructure initiatives.

Strawberry Brook Stormwater Model and Green Infrastructure Screening, Lynn, Massachusetts. Lead hydrologist responsible for the development of a watershed-wide 1D stormwater model of Strawberry Brook. Used the model to confirm the likely causes of nuisance flooding, identify areas that could experience significant flooding and associated damage during extreme events. Evaluated the potential impact of climate change on flood frequency and magnitude throughout the watershed. Also evaluated the potential benefit of 26 green infrastructure projects and several large-scale gray infrastructure improvement projects within the watershed.

Wildwood Drainage Evaluation, Winchester Massachusetts. Hydrologist for this project to evaluate the conditions that produced flooding in the Wildwood area during high-intensity summer rain events. Tasks included detailed mapping of drainage catchments, inspection and evaluation of critical drainage infrastructure, hydraulic modelling, and development of five design alternatives with planning level construction costs. Design and construction of a 150,000 SF infiltration system in conjunction with a 24-inch drainage diversion pipe, sediment traps, and upgraded catch basins and roadway improvements. Construction cost is \$3.1 million.

Water Quality Study, North Andover, Massachusetts. Conducted a water quality-based study of a recreational pond to identify likely sources of and to evaluate potential remediation methods for seasonal algal blooms. Conducted a windshield survey of the pond’s drainage area to identify potential nutrient runoff sources and a bathymetric survey of the pond to identify potential in-pond flow patterns and a stage-volume relationship. Conducted a long-term pond level monitoring program to identify seasonal trends in pond level and groundwater contributions. Developed a hydrologic model of the pond’s drainage area, including a much larger lake immediately upstream to estimate seasonal inflow patterns. Used the model to evaluate potential for seasonal releases from the upstream lake to “flush” out the pond and improve dry season water quality.

BACKGROUND

- 2022-Present
Team Leader
Weston & Sampson
- 2020-2022
Architect Project Manager
Weston & Sampson
- 2016-2020
Climate Resilience Architect &
Planner
Kleinfelder
- 2014-2016
Architectural Designer
Add Inc/Stantec
- 2012-2014
Designer
Merge Inc.
- 2010-2012
Designer
Tobi Tobin Design
- 2008-2009
Special Events Coordinator
Carnegie Institution for Science
- 2007
Policy Intern
Senator Hillary Clinton

EDUCATION

- 2016
Master of Architecture
Northeastern University
- 2012
Master Certificate
Interior Architecture
University of California, Los Angeles
- 2008
Bachelor of Arts
Communication, Law, Economics,
and Government
American University

**PROFESSIONAL
REGISTRATION**

Registered Architect
Massachusetts No. 952131

CERTIFICATIONS

Municipal Vulnerability
Preparedness (MVP) Certified
Provider

Over the past 10 years, Robin has been at the forefront of integrating resilience into design and planning. She focuses on not only addressing climate change but also ensuring that her projects benefit environmentally disenfranchised populations. She has technical expertise in city resilience, building and infrastructure adaptation, vulnerability assessments, sustainable design and mitigation strategy, transportation, and stakeholder engagement. Robin has led several vulnerability assessments and community engagement projects focused on climate resiliency, including environmental justice initiatives. She is on the AIA National Climate Change Resilience Committee and an MVP certified provider.



SPECIFIC PROJECT EXPERIENCE

Charles River Regional Watershed H/H Model, Charles River Watershed Association (CRWA), Massachusetts. Worked with 15 communities to develop a regional watershed model to provide technical information about where and when precipitation driven flood-risk in the watershed will be expected to be exacerbated by climate change. Provided engagement support to develop a comprehensive and synergistic approach to preparing and adapting to climate change.

Resiliency Study for the Department of Public Works, Salem, Massachusetts. Performed a vulnerability assessment of the existing Department of Public Works facility to determine if this existing site could be modified and maintained. This study included a gap analysis of the MC-FRM and existing FEMA floodplain inconsistencies, an analysis of total storm depths by recurrence interval for present and calculated future projections, existing conditions assessment and alternatives analysis. Adaptation strategy recommendations and costs were provided to help inform future decision making.

Climate Hazard Adaptation Resiliency Masterplan (CHARM), Department of Housing and Community Development, Boston, Massachusetts. Deputy project manager responsible for coordinating various disciplines to assess exposure to existing and future climate hazards using the climate change projections and scenarios based on the State Hazard Mitigation and Climate Adaptation Plan. Performed on-site assessments identified in the risk and vulnerability assessment and currently developing guidelines and tools for adaptation and resilience to be considered in DHCD's broader investment strategies, operation/management priority, and business continuity concerns.

Rose Kennedy Greenway Climate Change Asset Management Plan, Boston, Massachusetts. Deputy project manager and resiliency technical lead for this plan to provide actionable, realistic solutions to protect the Conservancy's assets from coastal flooding and other climate related hazards. Managed multiple subcontractors and coordinated efforts with a related project performed by another consultant.

CDBG-DR Climate Change Risk Study and Adaptation Plan, Waterford, Connecticut. Provided design and technical assistance for Waterford's CDBG-

AWARDS

2022 Ascending Leader Award
Environmental Business Council of
New England (EBC)

PROFESSIONAL AFFILIATIONS

American Institute of Architects

PRESENTATIONS

June 2022
“DPWs: The Backbone of a
Resilient & Sustainable Community”
NEAPWA Summer Conference
Yarmouth, Massachusetts

DR funded climate change planning study. Developed future riverine and worked with town staff to develop appropriate adaptation strategies and cost estimates for near- and long-term risks. Organized public meetings and conducted public outreach workshops and events. Also created maps and graphics for the town’s use in future public projects and programs.

Municipal Vulnerability Assessment and Preliminary Design, Waterford, Connecticut. Developed roadway and pump station adaptation preliminary design strategies and cost estimates for near- and long-term flood risks. Organized and facilitated a community workshop, developed outreach materials, and educated community members at public events.

Resilience Toolkit Municipal Vulnerability Preparedness (MVP) Action Grant, Cambridge, Massachusetts. Created actionable information for residents and small businesses to use in preparing for climate change. Created specific guidance on how stakeholders can determine their risks, the specific steps they can take to reduce and manage those risks and collected resources available to support implementation. To disseminate the information and engage stakeholders in the use of the tool kits, conducted in-person workshops and focus groups to assist residents and businesses in starting their actions.

Municipal Vulnerability Preparedness (MVP) Planning, Medway, Arlington, Canton, and Worcester, Massachusetts. Lead facilitator for the MVP workshops and planning process. Also facilitated break-out sessions with stakeholders to identify and prioritize climate hazards, vulnerabilities, and community actions to build resilience. Performed additional facility and infrastructure risk and vulnerability assessments as part of the planning work for Worcester.

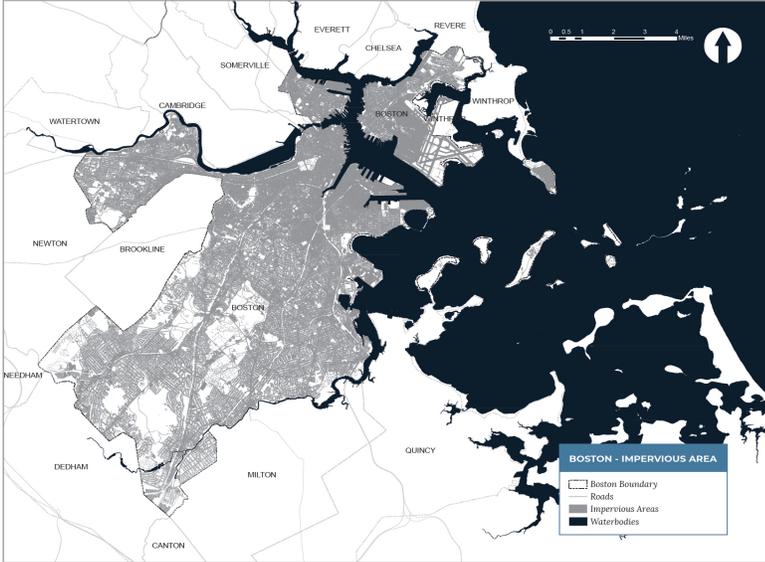
Somerville Climate Forward Plan, Somerville, Massachusetts. Assisted in developing the plan, which includes solutions to address the city’s priority areas, such as adopting resilient design standards for new construction and retrofits of existing buildings, to increase flood and heat resiliency with the lens of equity. Translated technical language and created an accessible document and website for public use.

Flood Barrier Feasibility Analysis, Confidential University, Metro Boston, Massachusetts. Lead resiliency architect for a university study evaluating the feasibility of using various flood walls, gates, and barrier systems to protect critical research, lab, residential, and parking buildings on campus from future coastal and inland flooding. Conducted vulnerability assessments and developed alternatives analyses for the study.

AquaFence Flood Operations Planning and Permit Support, Various Confidential Real Estate Properties, Boston, Massachusetts. Advised several real estate owners and property manager in South Boston on their AquaFence flood barrier deployment operations, including flood forecast monitoring, estimating deployment time and labor, and regulatory issues. Led the building vulnerability assessments to determine critical thresholds for flooding and deployment.

NATURAL HAZARD MITIGATION PLAN

city of boston, massachusetts



What does the City do well to mitigate climate hazards? Examples could include city shelters, warming stations, and cooling stations.



Your answer

What are opportunities for the City to improve its preparedness for extreme events? This could include planning projects, public education, and addressing frequently flooded roads.

Your answer

As a dense, coastal New England city, Boston is vulnerable to many natural hazards such as flooding, severe winter weather, sea level rise, urban heat islands, and more. The City of Boston Office of Emergency Management (OEM) was seeking to update their Natural Hazard Mitigation Plan (NHMP) that had been approved in 2016 to document progress and identify new projects to reduce risks. Based upon our experience with hazard mitigation and climate change planning for local communities, the city retained Weston & Sampson to lead this effort, which included public engagement, stakeholder coordination, and updates to the previous NHMP.

We began by gathering available historic data, maps, and reports from relevant state, federal, and local agencies, utilities, and nongovernmental organizations. We then engaged a diverse group of local leaders to determine the best way to engage the public and other stakeholders early in the process, guided by equity goals and metrics that helped us measure success or identify the need to adjust our approach. Our team conducted a wide array of multilingual virtual engagement efforts, including Zoom workshops, stakeholder interviews, public webinars, project videos, and an online survey. We actively sought opportunities to share media and collect feedback, including a fact sheet, social media posts, and monthly updates to a project webpage. We also organized a “Street Team” of departments with ties to the community who shared their feedback and helped get the word out about the project.

We then identified and assessed potential natural hazards and vulnerable infrastructure and examined the history of natural hazards and regional climate change projections to determine which sites were more prone to natural hazards. We provided preliminary guidance on the range of strategy recommendations and their feasibility and community benefits. We updated the NHMP, in close coordination with other planning efforts like Climate Ready Boston and the engagement of a steering committee, with a narrative on how the plan will be carried out and progress monitored. The final report is a highly visual, user-friendly guide that communicates information through accessible language and diagrams. Once approved by federal and state emergency management agencies, the updated NHMP will provide a reliable and publicly acceptable roadmap, based on the latest climate change science, for protecting Boston’s most vulnerable neighborhoods from the worst of natural hazards for many years to come. This update, pending FEMA approval, will also make the city eligible for federal grants.



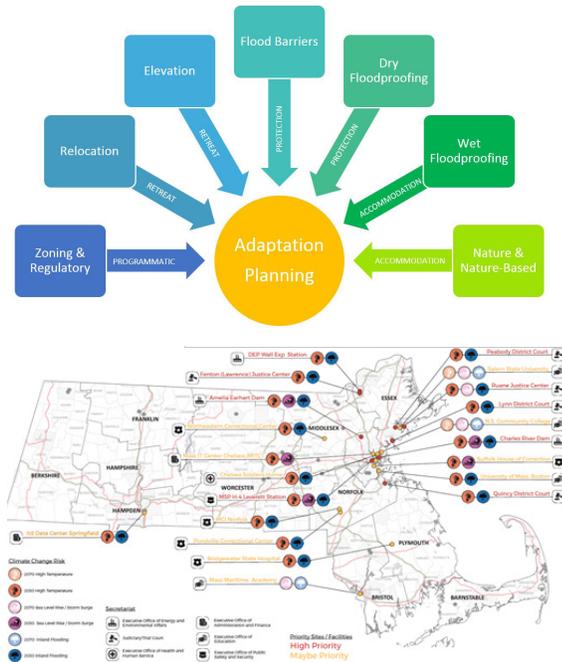
- community outreach, education, and engagement
- stakeholder engagement and coordination
- inclusion, diversity, equity, and access considerations
- risk and vulnerability assessment
- natural hazard mitigation planning

client contact

Sarah Eig, CEM
 Director of Planning, Preparedness & Coordination
 Office of Emergency Management
 617-343-2425
 sarah.eig@boston.gov

STATEWIDE RESILIENCE MASTER PLAN

division of capital asset management and maintenance



FACILITY CHECKLIST

Features	Observations (Pre-existing Problems)	Climate Parameters (Tier 1)	Facility Manager Input	
			Adaptive Capacity	Consequence Rating
EXTERIOR AND GROUNDS (vegetation, drainage, signs)	evidence of pooling, erosion, trees	FLOOD, EXTREME PRECIPITATION	Rate the site feature's ability to withstand the climate parameter	Rate the consequence of damage or inoperability to site feature
ARCHITECTURAL (windows, doors, louvers)	glazing type, operability, impact resistant	HEAT*	1. EXCELLENT very unlikely to result in damage	1. LOW minor injuries and/or <\$5K
STRUCTURAL (roofs, foundations)	skylights, snow drift areas, drainage, cracking, mold	Climate Parameters (Tier 2), WINTER STORM	2. GOOD unlikely to result in damage	2. MODERATE moderate injuries and/or <\$250K
BUILDING SYSTEMS (mechanical, electrical, HVAC)	location, utility ports, temperature control, redundancy	WIND, FIRE	3. SATISFACTORY may result in damage	3. HIGH severe injuries and/or <\$1M
OTHER (generators, server rooms, user groups, etc.)	location, fuel type, vulnerable populations	LANDSLIDE	4. FAIR likely to result in damage	4. VERY HIGH possible loss of life and/or <\$10M
			5. POOR very likely to result in damage	5. EMERGENCY local or regional emergency and/or loss of life expected

Resilience Planning Graphic (top left)
DCAMM Facilities Map (bottom left)
Weston & Sampson-Developed Site-Specific Living Scorecard/Facility Checklist (right)

As the prime consultant, **Weston & Sampson** provided professional consulting services for the Massachusetts Division of Capital Asset Management & Maintenance's (DCAMM's) Statewide Resilience Master Plan (SRMP) project. The purpose of the project was to review the DCAMM portfolio's vulnerability to climate impacts and develop resiliency design guidelines to help DCAMM prepare and plan for climate change impacts, including coastal flooding, inland flooding, extreme heat, drought, landslides, wind, winter storms, and wildfires.

As part of our efforts, we developed a process for addressing climate change adaptation and implementing resilient design for the thousands of DCAMM facilities across the state. The SRMP tasks completed include:

- Reviewing 8,000+ state assets and developing portfolio screening tools
- Working with DCAMM stakeholders to identify representative Commonwealth assets
- Designing criteria for assessing criticality to apply to portfolio and selecting representative assets to perform a Risk and Vulnerability Assessment (RVA)
- Establishing climate scenarios and a planning horizon for climate change projections
- Evaluating vulnerability and risk to climate impacts for 57 state-owned facilities
- Developing a prioritization matrix to identify pilot sites for a site-specific RVA
- Designing a site-specific living scorecard (i.e., a Facility Checklist) that considers existing conditions, climate parameters, and building system criticality using Weston & Sampson's iDataCollectSM mobile platform
- Performing a site-specific RVA for 3 pilot sites using the Facility Checklist and identifying priority systems
- Conducting three pilot site workshops with stakeholders and facility managers to discuss the results of the RVA and the site-specific RVAs, and introduce general and site-specific adaptation strategies
- Developing site-specific adaptation strategies/methodology that connects the RVA process to risk mitigation
- Producing general resiliency design guidelines and a vulnerability scorecard for planning and development

In creating guidelines for implementing structural retrofits and improvements, this SRMP laid the groundwork for DCAMM to implement resilient design on future projects and ensure service continuity for constituents, and Weston & Sampson's development of the site-specific facility checklist proved instrumental to the RVA process. Adaptation strategies included infrastructure repairs and upgrades; land acquisition, management, and protection; and enhancement of natural systems. In addition, our team coordinated and collaborated with various local, state, and federal agencies throughout the development of the master plan.

client contact

Sally Miller
Energy Project Planner
Division of Capital Asset
Management & Maintenance
Boston, Massachusetts
617-727-4030 x31316
sally.miller@state.ma.us

MUNICIPAL VULNERABILITY PREPAREDNESS (MVP) & HAZARD MITIGATION PLAN (HMP) UPDATE

town of groton, massachusetts



Take the **online survey** to tell us more about hazards and preparedness in Groton

- Comment on the webinar, and help us understand your priorities by taking our survey!
tinyurl.com/GrotonMVPSurvey
- The survey will be available online until **April 23RD**



Weston & Sampson worked with the Town of Groton to prepare a joint HMP and MVP plan to mitigate the effects of natural hazards and increase resilience against climate change. We leveraged the common steps of both processes, including collecting and reviewing background information on existing conditions and previous natural hazard events. We assisted the town in establishing a municipal planning team to guide the public engagement process and review recommendations from the public into the town's proposed hazard mitigation and climate resilience strategies. We engaged stakeholders through an all-day facilitated Community Resilience Building (CRB) workshop, following guidance from The Nature Conservancy, and we assisted the town in hosting a virtual public listening session on Zoom. This was paired with a recorded video and online survey to capture additional input. These meetings with stakeholders and the public were essential components of both HMP and MVP processes, and offered the public a variety of ways to participate.

The HMP-MVP Plan profiles potential natural hazards, including flooding, severe winter weather, wind events, extreme temperatures, brushfire, and drought. Each hazard profile also describes the anticipated amplification of these hazards under climate change scenarios and associated impacts. By conducting HAZUS and flood vulnerability analyses, Weston & Sampson was able to quantify the potential damages associated with future flooding, earthquakes, and hurricanes.

Working with the town, Weston & Sampson developed a comprehensive list of critical infrastructure, vulnerable populations, and natural resources. The plan then took into account the town's ongoing hazard mitigation and climate adaptation work that is interwoven into daily operations and maintenance. The team analyzed the vulnerabilities and strengths of community assets to generate a comprehensive range of hazard mitigation and climate change adaptation strategies. The result of this analysis, along with public input, is a final set of priority action items paired with potential funding sources.

We prepared the HMP-MVP Plan in accordance with FEMA guidelines for Hazard Mitigation Planning and the Massachusetts Executive Office of Energy & Environmental Affairs' requirements for Groton to become a Certified MVP Community. With this designation and a completed plan, Groton will be eligible for FEMA grant funding and Massachusetts MVP Action Grants, which are used to implement priority climate change adaptation projects.

- municipal planning team support
- all-day stakeholder workshop
- virtual public listening session
- online video and survey
- identification of natural hazards and climate change impacts
- identification of critical features and facilities
- HAZUS and flood vulnerability analyses
- action and strategy development and prioritization
- identification of grant opportunities to fund implementation of priority actions

client contact

Takashi Tada
Land Use Director/Town Planner
978-448-1105
ttada@townofgroton.org

HAZARD MITIGATION PLAN

town of narragansett, rhode island



Tropical Storm Irene, 2011 (Photo credit: Dean Hoxsie, Former Narragansett Police Chief)



Tropical Storm Sandy



Blizzard of 2013



Damage from Tropical Storm Irene

Weston & Sampson assisted the Town of Narragansett with its Hazard Mitigation Plan (HMP), which recommended actions and policies for the town to minimize the social and economic losses and hardships resulting from natural hazards, such as severe weather, hurricanes, floods, earthquakes, tornadoes, heat wave, and drought. These hardships include the loss of life, destruction of property, damage to crucial infrastructure and critical facilities, loss/interruption of jobs, loss/damage to businesses, and loss/damage to significant historical structures. The HMP was adopted through a complex public and regulatory process that included:

- Review by Local Hazard Mitigation Committee
- Notice for public comment
- Public meeting
- Review and approval by the Rhode Island Emergency Management Agency
- Review and approval pending adoption by the Federal Emergency Management Agency
- Adoption by Town Council by Resolution on January 7, 2019

Weston & Sampson assisted with final development and drafting of the HMP, coordination with state and federal reviewers, presentation at public meetings, and incorporation of comments from the regulatory and public review processes. A key element of this project was to assist the town in meeting an ambitious 3-month schedule for completion and approval of the plan. Weston & Sampson helped the town to beat that deadline by two weeks.

client contact

Michael Deluca, AICP
 Director of Community Development
 401-782-0632
 mdeluca@narragansetttri.gov

HAZARD MITIGATION & MUNICIPAL VULNERABILITY PREPAREDNESS PLANNING

city of waltham, massachusetts



Weston & Sampson worked with the City of Waltham to prepare a joint Hazard Mitigation Plan (HMP) to mitigate the effects of natural hazards, and a Municipal Vulnerability Preparedness (MVP) plan to increase resilience against climate change. We leveraged the common steps of both processes, including collecting and reviewing background information on existing conditions and previous natural hazard events. We assisted the city in establishing a municipal planning team whose responsibilities included guiding the public engagement process, and incorporating recommendations from the public into the city's proposed hazard mitigation and climate resilience strategies. We engaged stakeholders through an all-day facilitated Community Resilience Building (CRB) Workshop, following guidance from The Nature Conservancy, and we assisted the city in hosting the public in two information-sharing listening sessions. These meetings with stakeholders and the public were essential components of both the HMP and MVP process.

The city's plan describes the multiple natural hazards potentially affecting the community; including flooding, winter storms, high winds, fires and geologic hazards; and considers how the effects of climate change will intensify these hazards through more frequent and severe precipitation, droughts, extreme weather events, and increased temperatures. The plan identifies critical features of the city most at risk; including critical infrastructure, vulnerable populations, and natural resources; and assesses the vulnerabilities of these features to natural hazards and climate change. The plan also identifies and analyzes a comprehensive range of specific mitigation actions and includes a list of prioritized hazard mitigation projects that best meet the City of Waltham's needs for multiple hazard damage reduction.

We prepared the HMP-MVP in accordance with FEMA guidelines for Hazard Mitigation Planning and the Massachusetts Executive Office of Energy & Environmental Affairs' requirements for Waltham to become a "Certified MVP Community." Based on the MVP designation and a completed plan, Weston & Sampson then supported the town in obtaining and implementing an MVP Action Grant for a Resilient Stormwater Action and Implementation Plan to further delineate flood issues and solutions.

- **municipal planning core committee support**
- **all-day stakeholder workshop**
- **public education and interaction**
- **historic hazard profile and climate change projections**
- **critical features and facilities list**
- **vulnerability analysis**
- **development and prioritization of mitigation strategies**
- **implementation and funding strategy**

client contact

Catherine Cagle, AICP, RLA, LEED AP
 Planning Director
 Waltham, Massachusetts
 781-314-3370
 ccagle@city.waltham.ma.us

HAZARD MITIGATION PLAN UPDATES

city of warwick, rhode island



Weston & Sampson assisted the City of Warwick in updating its Hazard Mitigation Plan (HMP). This project was undertaken to assess/minimize the risk of damage from potential future natural hazards events and ensure the city's continued eligibility for hazard mitigation grant funding administered by the Federal Emergency Management Agency (FEMA).

Weston & Sampson met with representatives from various city departments to gather information to update the existing HMP, including changes in city personnel, policies, and procedures; new and revised ordinances and other regulatory mechanisms; and the implementation status of previously recommended mitigation measures.

We also facilitated discussion regarding needed updates to the HMP, particularly identifying new mitigation measures based on experiences from the extreme rainfall events of March 2010. We researched historic and statistical data on climate, weather, and natural hazard occurrences, and gathered updated information on the city's assets. We reviewed, tabulated, and summarized data as part of revising hazard identification, risk assessment, and vulnerability analysis chapters in the HMP.

Weston & Sampson also worked with the city to identify existing and future hazard mitigation actions to help minimize potential future losses. In 2010, Warwick experienced one of its worst natural disasters on record. Two consecutive storm events in March dropped almost 12 inches of rainfall over the Pawtuxet River Basin. The two events caused the main channel of the Pawtuxet River to crest at an elevation of 20.79 feet, almost 12 feet over flood stage. Substantial flooding and extraordinary damages occurred along the Pawtuxet River, including Warwick, and a Major Disaster Declaration was issued by President Obama on March 29th. Although final damage assessments were not yet available at the time of the HMP update, at that time, FEMA estimated that almost \$79 million had already been paid out in federal grants and loans in Warwick. The magnitude of this one natural disaster, combined with the risk of other similar natural hazards impacting Warwick, made flooding the primary focus of the proposed mitigation actions.

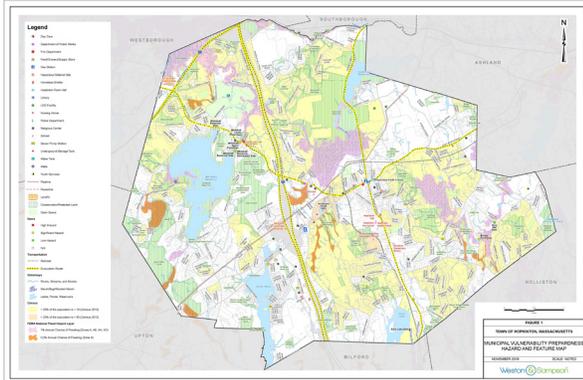
Weston & Sampson evaluated and prioritized the proposed mitigation actions using the Social, Technical, Administrative, Political, Legal, Economic, and Environmental (STAPLEE) criteria common to public administration officials and planners. Planning-level cost-benefit analyses and implementation schedules were also prepared for each of the mitigation actions. Weston & Sampson incorporated all of these efforts into an updated HMP document. We provided a draft of the HMP to city department heads for review, and to the public through a formal notice/hearing process. Weston & Sampson addressed comments and worked with the city on getting approval from the Rhode Island Emergency Management Agency.

client contact

Daniel Geagan
Planner
Warwick Planning Department
401-738-2009
daniel.t.geagan@warwickri.com

MUNICIPAL VULNERABILITY PREPAREDNESS (MVP) & HAZARD MITIGATION PLAN (HMP)

town of hopkinton, massachusetts



RESILIENCY STARTS HERE

Help us plan for a future with a changing climate

Hazard Mitigation and Municipal Vulnerability Preparedness Plan Listening Session

Hopkinton Public Library
Large Event Room, Hopkinton Public Library, 13 Main Street, Hopkinton, MA

PRESENTATION + DISCUSSION + INTERACTIVE POLLING

THURSDAY MARCH 16

6:30-8:00PM

HOPKINTON

RESILIENCY STARTS HERE

HAZARDS IN HOPKINTON

- Extreme Temperatures
- Heavy Precipitation, Flooding
- Severe Thunderstorms, Wind, Tornado
- Drought, Wildlife
- Severe Snowstorms, Ice Storms, Nor'easters
- Erosion, Earthquakes, Landslides

Weston & Sampson worked with the Town of Hopkinton to prepare a joint HMP-MVP Plan to mitigate the effects of natural hazards and increase resilience against climate change, respectively. We leveraged the common steps of both processes, including collecting and reviewing background information on existing conditions and previous natural hazard events. We assisted the town in establishing a municipal planning team to guide the public engagement process and review/incorporate recommendations from the public into the town's proposed hazard mitigation and climate resilience strategies. We engaged stakeholders through an all-day facilitated Community Resilience Building (CRB) workshop, following guidance from The Nature Conservancy, and we assisted the town in hosting a virtual public listening session (using a video and online survey). These meetings with stakeholders and the public were essential components of both HMP and MVP processes.

The HMP-MVP Plan profiles all of the potential natural hazards, including flooding, severe weather, extreme temperatures, brushfire, and drought. Each hazard profile also describes the anticipated amplification of these hazards under climate change scenarios and the possible impacts. By conducting a HAZUS analysis, Weston & Sampson was able to quantify the dollar amount of possible damage for flooding, earthquakes, and hurricanes.

Working with the town, Weston & Sampson developed a comprehensive list of critical infrastructure, vulnerable populations, and natural resources. The plan accounts for ongoing hazard mitigation and climate adaptation work that is interwoven into daily operations and maintenance. The team analyzed the vulnerabilities and strengths of community assets to generate a comprehensive range of hazard mitigation and climate change adaptation strategies. The result of this analysis, paired with public input, is a final set of specific mitigation and adaptation actions prioritized by each one's benefit to the community, estimated cost, and political support.

One initial tool developed in response to these climate vulnerabilities addressed tick-related illnesses. With higher temperatures and late winter frosts, tick populations have been on the rise. Likewise, the incidence rate of vector-borne diseases, such as Lyme disease, has been increasing. Together, Hopkinton and Weston & Sampson developed a proactive approach to inform residents and hikers through educational content on how to protect against ticks and possible infections.

We prepared the HMP-MVP Plan in accordance with FEMA guidelines for Hazard Mitigation Planning and the Executive Office of Energy & Environmental Affairs' requirements for Hopkinton to become a Certified MVP Community. With this designation and a completed plan, the town will be eligible for FEMA grant funding and Massachusetts MVP Action Grants to implement priority strategies.

- municipal planning team support
- all-day stakeholder workshop
- public education and outreach, including virtual engagement
- hazard descriptions / identification of critical features and facilities
- vulnerability analysis
- climate adaptation strategy development and prioritization
- continued hazard mitigation planning and mitigation strategy
- tick education

client contact

John Gelcich, AICP
Principal Planner
508-497-9745
jgelcich@hopkintonma.gov

		Insight Planning and Development	Pond & Company	Sampson Engineers
Line Item	Description	Unit Cost	Unit Cost	Unit Cost
1	Fee - Hazard Mitigation Plan Update - COMPLETE	\$58,800.00	\$24,850.00	\$19,500.00
	Total	\$58,800.00	\$24,850.00	\$19,500.00

Staff Report**Subject:** Approval of Change order #5 for Marsh Construction for Fire Station #15**Author:** Alison Bruton, Purchasing Agent**Department:** Fire Department**Meeting Date:** October 18, 2022**Item Description:** Change order #5 for Marsh Construction for Fire Station #15

Summary Recommendation: Staff is requesting approval of Change Order #5 from Marsh Construction which includes additional funds for the addition of a 2" water line to the building to be able to fill the fire trucks as requested by Chief Hodges, painting the exposed steel in the bay areas, a time extension, and a lump sum increase to reflect increased pricing from the concrete/asphalt vendors.

Executive Summary/Background:

- Marsh Construction original contract is \$215,097.34.
- Cost added to Marsh for previous change orders is \$773,554.12.
- This change order total is \$46,788.59.
- New contract amount with Marsh Construction, including this change order is \$1,035,430.05.

Alternatives for Commission to Consider

1 - Approve change order #5 to Marsh Construction in the amount of \$46,788.59

2 – Take no action / Deny

Recommended Alternative: Alternative 1**Other Alternatives:** Alternative 2**Department Review:** Engineering, Finance, Fire Department**Funding Source:** SPLOST.**Attachments:**

1. Change Order 5
2. Documentation provided by Marsh Construction

Change Order # 5

Project: ITB 21-55-001A - Hodgeville Fire Station #15

Contract Date: October 6, 2020

Change Order Effective Date: October 4, 2022

Change Order Issued to: Marsh Construction
PO Box 372
Statesboro, Georgia 30459

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

ITEM NO.	DESCRIPTION	UNIT	BID QTY	Unit Price	Total
1	2" Water Line	LF	40	\$ 13.65	\$546.00
2	2" x 2" Brass Tee and Fittings	LS	1	\$1,124.28	\$1,124.28
3	2" Fill Station with FDC Connection & Insulated Enclosure	EA	1	\$ 2,724.19	\$ 2,724.19
4	Profit/Overhead	LS	1	\$ 659.17	\$659.17
5	Paint Steel in Exposed Areas in Bay	LS	1	\$5,100.00	\$5,100.00
6	Increase in pricing for Concrete/Asphalt	LS	1	\$36,634.95	\$36,634.95

The original Contract Sum was.....\$ 215,097.34
 Net change by previously authorized Change Orders.....\$ 773,554.12
 The Contract Sum prior to this Change Order was.....\$ 988,641.46
 The Contract Sum will be increased by this Change Order.....\$ 46,788.59
 The new Contract Sum including this Change Order will be.....\$ 1,035,430.05
 A Contract Time Extension has been requested
 The Date allowed for completion is therefore **March 31, 2023**

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

Contractor
 Marsh Construction
 PO Box 372
 Statesboro, GA 30459

By: _____

By: _____

Date: _____

Date: _____

October 6, 2022 ITB No. 21-55-001A A NEW FIRE STATION No 15 CIVIL/SITE WORK HODGEVILLE ROAD 1510 HR



Marsh Construction Services, LLC

P.O. Box 372 Statesboro, GA 30459

Timmy Marsh 912-682-9902 ~ Travis Marsh 912-682-8678

Jason Dunn 912-663-1365

tmarchconstructionservices@gmail.com

jasondunn-marshconstruction@outlook.com

Good afternoon,

This letter is to formally request an to cover cost escalations on the project known as; “ITB No. 21-55-001A A NEW FIRE STATION No 15 CIVIL/SITE WORK HODGEVILLE ROAD”, contracted between Effingham County and Marsh Construction Services, LLC,

The request is being made due to material supply shortages and cost escalations of nearly every material necessary for the site work construction of the project. The delay in the project has caused our initial pricing from 2020 are no longer valid.

Marsh Construction Services is requesting a cost escalation increase in the amount of \$36,634.95. This number is derived from our Concrete and Asphalt paving Subcontractor’s increased costs plus 10% overhead. Please see all supporting documents. Please let our Team know if this request is deemed acceptable. I want to thank you for your time and consideration. Please contact me if you have any questions or concerns.

Respectfully,

Jason R. Dunn
Jason R. Dunn

SCWC ENTERPRISES, INC. d/b/a Phillips Paving Co.

1330 Quacco Rd.
 Pooler, GA 31322
 Phone (912) 925-4079
 Fax (912) 927-0732



Proposal Submitted To Marsh Construction	Phone 912-663-1365	Date 9/10/20
Address PO Box 372	City, State, Zip Statesboro, GA 30459	
Attention Jason Dunn	Contact dunnamax@outlook.com	
Project: Fire Station No. 15 - Hodgeville Road-GUYTON		BID NUMBER (2020-0635)

We hereby propose to furnish the materials and perform the labor necessary for the completion of the following work:

Description	Quantity	Unit	Price	Total
MOBILIZATION	1	LS	\$1,000.00	\$1,000.00
ASPHALT SECTION				
2" 12.5 MM ASPHALT SURFACE	365	SY	\$19.65	\$7,172.25
			TOTAL	\$7,172.25
CONCRETE SECTION				
8" 4000 PSI CONCRETE PAVING	7481	SF	\$6.20	\$46,382.20
6" CONCRETE BOLLARDS	4	EA	\$500.00	\$2,000.00
3' 3000 PSI CONCRETE FLUME	14	LF	\$100.00	\$1,400.00
4" 3000 PSI CONCRETE SIDEWALK	359	SF	\$9.95	\$3,572.05
			TOTAL	\$53,354.25
STRIPING SECTION				
24" STOP BAR	55	LF	\$10.00	\$550.00
STOP SIGN (30"x30")	2	EA	\$225.00	\$450.00
4" LINE STRIPING	145	LF	\$0.55	\$79.75
ADA PARKING STALL STRIPING AND SIGNAGE	1	EA	\$500.00	\$500.00
			TOTAL	\$1,579.75
			TOTAL	\$63,106.25

NOTES & SPECIAL CONDITIONS

- 1 Prices are good as quoted for **60 days** from the above date.
- 2 All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted (**06/15/2020**) for the work quoted above, and completed in a substantial workmanlike manner.
- 3 Owner to carry fire, tornado, and other necessary insurance options upon work quoted above. Workmans Compensation and Public Liability Insurance to be taken out by Phillips Paving Company.

4 This proposal does not include surveying, testing, permits, badging, traffic control, removal of unsuitable materials, or bond.

5 The asphalt line items of this proposal are tied to the **PG liquid index as of September 1, 2020**. Any increase in the liquid index will be passed along to the customer.

6 This proposal is quoted for **3 mobilization(s)**. If additional mobilizations are needed Phillips Paving Company can provide them at **\$1000.00/EA**.

7 All striping line items are priced for a single coat of water based paint only unless otherwise specified in the description.

Acceptance of Proposal

Respectfully Submitted
Phillips Paving Company

Jason R. Dunn
Signature

9/10/2020
Date

Parker Moore, President

SCWC ENTERPRISES, INC. d/b/a Phillips Paving Co.

1330 Quacco Rd.
 Pooler, GA 31322
 Phone (912) 925-4079
 Fax (912) 927-0732



Proposal Submitted To Marsh Construction	Phone 912-663-1365	Date 9/28/22
Address PO Box 372	City, State, Zip Statesboro, GA 30459	
Attention Jason Dunn	Contact dunnamax@outlook.com	
Project: Fire Station No. 15 - Hodgeville Road-GUYTON (REVISED)		BID NUMBER (2020-0635)

We hereby propose to furnish the materials and perform the labor necessary for the completion of the following work:

Description	Quantity	Unit	Price	Total
MOBILIZATION	1	LS	\$1,500.00	\$1,500.00
ASPHALT SECTION				
2" 12.5 MM ASPHALT SURFACE	365	SY	\$28.65	\$10,457.25
			TOTAL	\$10,457.25
CONCRETE SECTION				
8" 4000 PSI CONCRETE PAVING	7481	SF	\$9.50	\$71,069.50
6" CONCRETE BOLLARDS	4	EA	\$1,000.00	\$4,000.00
3' 3000 PSI CONCRETE FLUME	14	LF	\$125.00	\$1,750.00
4" 3000 PSI CONCRETE SIDEWALK	359	SF	\$11.50	\$4,128.50
			TOTAL	\$80,948.00
STRIPING SECTION				
4" LINE STRIPING	145	LF	\$0.90	\$130.50
24" STOP BAR	55	LF	\$15.00	\$825.00
STOP SIGN (30"x30")	2	EA	\$300.00	\$600.00
4' DIRECTIONAL ARROWS	2	EA	\$150.00	\$300.00
ADA PARKING STALL STRIPING AND SIGNAGE	1	EA	\$650.00	\$650.00
6" CONCRETE BOLLARDS FOR ADA PARKING STALL	1	EA	\$1,000.00	\$1,000.00
			TOTAL	\$3,505.50
			TOTAL	\$96,410.75

NOTES & SPECIAL CONDITIONS

- Prices are good as quoted for **15 days** from the above date.
All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted **(06/15/2020)** for the work quoted above, and completed in a substantial workmanlike manner.
- It is mutually understood, the quantities in this proposals are only estimates and unless the line

- 3 item(s) is bid as Lump Sum or LS, Phillips Paving Co. will be paid for actual quantities of work completed/performed based on the unit prices provided in this proposal.
- 4 Phillips Paving Co. reserves the right to revoke this proposal at any time if Phillips Paving Co. chooses to do so, without assuming any responsibility on the proposed work.
- 5 Owner to carry fire, tornado, and other necessary insurance options upon work quoted above. Workers' Compensation and Public Liability Insurance to be taken out by Phillips Paving Company.
- 6 This proposal **does not include** night work, surveying, layout, testing, permits, as-builts, shop drawings, badging, traffic control, flaggers, tree trimming, tree protection, demolition, removal of unsuitable materials, import materials or bond.
- 7 The asphalt line items of this proposal are tied to the **PG liquid index as of September 1, 2022.** After this date any increase in the liquid index will be passed along to the customer. Asphalt mixes in this proposal are based on the current GDOT specification as of September 2022. Tack coat is included in asphalt line items and will be used, based on maximum asphalt thickness requirements, in accordance with the latest GDOT standards as of September 2022.
- 8 This proposal is quoted for **3 mobilization(s)**. If additional mobilizations are needed Phillips Paving Company can provide them at **\$1,500.00/EA**. If Phillips Paving Company is asked to mobilize into a site that is not ready for work to be performed, the customer will be charged a mobilization fee along with a fee for lost working hours.
- 9 All striping line items are priced for a single coat of paint only unless "THERMO" or "DOUBLE COAT" is specified in the description. All thermo line items include temporary striping on final surface within D.O.T. / Municipal right of ways. This proposal does not include any curb striping or
- 10 All concrete line items in this proposal **do not include** dye, colored concrete, decorative/stamped concrete, WWF, dowel bars, or dowel baskets. If any of these items are needed Phillips Paving Company can provide pricing upon request.
- 11 Phillips Paving Co. shall have no obligation to perform any increments in quantities, or portions of work that Phillips Paving Co. plans to perform in a single operation; nor shall Phillips Paving Co. have any obligation to perform work in a different sequence than planned.
- 12 Phillips Paving Co. cannot guarantee drainage on areas with less than 1% slope.

Acceptance of Proposal

Respectfully Submitted
Phillips Paving Company

Signature

Date

Wynn Moore



September 8, 2022

To Whom It May Concern,

As you are aware, shortages in raw materials, and limited labor availability are continuing to impact worldwide business operations. These issues, coupled with an unforeseen spike in demand, congested ports, and increased shipping & freight costs, are impacting product lead times and inflating prices. This is affecting companies globally, across all industries.

Some of the items we are experiencing longer than usual lead times include most traffic marking products. Specifically at this time, we have experienced 3-6 month lead times, and four (4) price increases on the SOLVENT BASED TRAFFIC PAINT since 2021. Please be aware, ETAs and pricing from manufacturers are subject to change unexpectedly.

Phillips Paving Gorilla Traffic Paint pricing has increased on the below colors since 2021:

- **Gorilla White:** \$142 → \$148.75 → \$156 → \$192
- **Gorilla Yellow:** \$148 → 168 → \$175 → \$198
- **Gorilla Blue:** \$145 → \$155 → \$189 → \$200

With the likelihood of continued supply chain issues and shortages in raw materials, we strongly encourage you to plan far in advance as it is essential to stock up on the items you anticipate needing now, rather than later. Additionally, our dedicated sales associates will continue to help guide you and find solutions or substitute items for products that are in short supply or out of stock.

As always, we are very grateful for your business and appreciate your understanding as we navigate these extraordinary conditions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kristina Giles', with a stylized flourish extending to the right.

Kristina Giles
Operations & Sales



August 11, 2022

Dear Valued Customer,

As you are aware, there are supply chain issues that are widespread nationwide. Our local market has been under severe aggregate materials pressure for over 8 months now. In addition, limited Portland cement outlets for the Coastal GA market are also under logistical pressure causing some shortages as well.

As a result of these materials shortages, Platinum has experienced notification of raw materials increases and it appears that this is our new normal.

With that said, Platinum will increase its pricing effective 8/15/2022 as follows:

Location	Materials Type (Per Ticketed CY FOB Facility)					
	PSI		PSI		PSI	
	3000		4000		5000	
Statesboro	\$ 170.00		\$ 180.00		\$ 190.00	
Bloomingdale	\$ 180.00		\$ 190.00		\$ 200.00	

Platinum appreciates the opportunity to work with you on your redi-mix needs, and we regret the unfortunate times regarding materials and supply pricing.

As always, Platinum is committed to providing solid customer service with a quality product.



A COLAS COMPANY

September 15, 2022

Re: 2022 HMA Prices at Statesboro, Carroll and Garden City Plants

Dear Valued Customer,

Please Be advised that effective on Monday September 19,2022 Reeves Coastal will be **implementing a \$2.00 per ton increase on current FOB prices.**

This action is driven by the recent fuel surcharges that we are experiencing from vendors on the delivery of raw materials. We will continue to serve you with the service and quality that you have come to expect. Thank you for your continued support.

If you have any questions, please feel free to contact us at any time.

Sincerely,

Reeves Coastal Construction Company

Brannen Edwards

Brannen Edwards
Senior Sales Representative
bedwards@reevescc.com
912-429-2305

PHILLIPS PAVING CO.

1330 Quacco Road, Pooler, GA 31322
P: 912.925.4079 | F: 912.927.0732
<https://phillipspavingsav.com>

10/5/2022

To Whom it May Concern,

There are a few major external factors that have caused the price increase from our previous proposal sent over in 2020 (dated 09/10/2020) to our most recent proposal I sent over (dated 09/28/2022).

Here are the main driving factors for price increases:

- 1) The liquid asphalt index has spiked with an increase of almost \$300.00/TN (this can be verified via the link below to the GDOT website below)
- 2) Aggregate prices have spiked as well due to demand and material shortages caused by logistic issues (aggregate material and liquid asphalt are both used to produce asphalt)
- 3) Haul rates have spiked due to increase fuel prices and increased demand in our area
- 4) Ready mix pricing has been increased by nearly \$50.00/CY since 09/2020. This is in large part due to aggregate shortages, cement shortages, and rising fuel costs.
- 5) The availability of ready mix has decreased as well. This project was originally priced based on 2 placements, but we are told by our suppliers that this can no longer be done.
- 6) Traffic paint pricing has increased nearly 30% over the last 2 years. Shipping costs and raw material shortages are the driving factors for this escalation.

Here is the link to the GDOT website where you can take a month to month look at the liquid asphalt index tracker.

<https://www.dot.ga.gov/GDOT/pages/AsphaltCementFuelPriceIndex.aspx>

Here is the link for the average fuel prices which fuel surcharges are based from for the Southeast portion of the USA.

https://www.eia.gov/dnav/pet/pet_pri_gnd_dcus_r1z_w.htm

If you have any questions or would like me to explain any of this information further, please feel free to give me a call.

Thanks,
Wynn Moore



April 21, 2022

MCLENDON ENTERPRISE INC
2365 AIMWELL RD
VIDALIA, GA 30474

Dear Vulcan Customer:

We would like to share with you necessary pricing adjustments beginning on July 1st, 2022. These changes are required to be able to meet the rapidly rising inflationary environment that is affecting all of us. We hope that the guidance below is sustainable for 2022, but additional price increases may be required as the economic conditions continue to change.

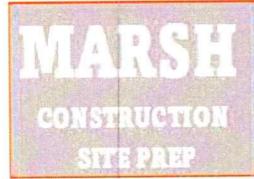
- Effective July 1st we will implement a price increase of \$1.15 at all of our quarry locations in Georgia.
- Effective July 1st we will implement a price increase of \$1.55 at all of our RAIL served locations in South Georgia.
- Effective July 1st we will implement a price increase of \$2.05 at all or our RAIL served locations in our Savannah market.

As always, you may contact your sales representative to ask any questions or discuss your prices moving forward.

Sincerely,

A handwritten signature in black ink, appearing to read "Stephen Ashworth".

Stephen Ashworth
Vice President of Sales, Georgia



FUEL SURCHARGE SCHEDULE

The base rate for our fuel surcharge will be \$3.00 per gallon. For every \$0.05 movement in the price of diesel fuel, a 1% fuel surcharge will be charged. Please use the following table as a reference:

Fuel Price (per gallon)	FSC	Fuel Price (per gallon)	FSC	Fuel Price (per gallon)	FSC
\$3.00 and below	0%	\$4.30 - \$4.349	26%	\$5.55 - \$5.599	51%
\$3.05 - \$3.099	1%	\$4.35 - \$4.399	27%	\$5.60 - \$5.649	52%
\$3.10 - \$3.149	2%	\$4.40 - \$4.449	28%	\$5.65 - \$5.699	53%
\$3.15 - \$3.199	3%	\$4.45 - \$4.499	29%	\$5.70 - \$5.749	54%
\$3.20 - \$3.249	4%	\$4.50 - \$4.549	30%	\$5.75 - \$5.799	55%
\$3.25 - \$3.299	5%	\$4.55 - \$4.599	31%	\$5.80 - \$5.849	56%
\$3.30 - \$3.349	6%	\$4.60 - \$4.649	32%	\$5.85 - \$5.899	57%
\$3.35 - \$3.399	7%	\$4.65 - \$4.699	33%	\$5.90 - \$5.949	58%
\$3.40 - \$3.449	8%	\$4.70 - \$4.749	34%	\$5.95 - \$5.999	59%
\$3.45 - \$3.499	9%	\$4.75 - \$4.799	35%	\$6.00 - \$6.049	60%
\$3.50 - \$3.549	10%	\$4.80 - \$4.849	36%	\$6.05 - \$6.099	61%
\$3.55 - \$3.599	11%	\$4.85 - \$4.899	37%	\$6.10 - \$6.149	62%
\$3.60 - \$3.649	12%	\$4.90 - \$4.949	38%	\$6.15 - \$6.199	63%
\$3.65 - \$3.699	13%	\$4.95 - \$4.999	39%	\$6.20 - \$6.249	64%
\$3.70 - \$3.749	14%	\$5.00 - \$5.049	40%	\$6.25 - \$6.299	65%
\$3.75 - \$3.799	15%	\$5.05 - \$5.099	41%	\$6.30 - \$6.349	66%
\$3.80 - \$3.849	16%	\$5.10 - \$5.149	42%	\$6.35 - \$6.399	67%
\$3.85 - \$3.899	17%	\$5.15 - \$5.199	43%	\$6.40 - \$6.449	68%
\$3.90 - \$3.949	18%	\$5.20 - \$5.249	44%	\$6.45 - \$6.499	69%
\$3.95 - \$3.999	19%	\$5.25 - \$5.299	45%	\$6.50 - \$6.549	70%
\$4.00 - \$4.049	20%	\$5.30 - \$5.349	46%	\$6.55 - \$6.599	71%
\$4.05 - \$4.099	21%	\$5.35 - \$5.399	47%	\$6.60 - \$6.649	72%
\$4.10 - \$4.149	22%	\$5.40 - \$5.449	48%	\$6.65 - \$6.699	73%
\$4.15 - \$4.199	23%	\$5.45 - \$5.499	49%	\$6.70 - \$6.749	74%
\$4.20 - \$4.249	24%	\$5.50 - \$5.549	50%	\$6.75 - \$6.799	75%
\$4.25 - \$4.299	25%				

The fuel price is based on the Energy Information Administration's Index of Weekly Retail On-Highway Diesel Prices, Lower Atlantic Region, which can be found at the following website: <http://tonto.eia.doe.gov/oog/info/wohdp/diesel.asp>.

Fuel surcharge will be adjusted weekly based on Lower Atlantic Region.



Marsh Construction Services, LLC

P.O. Box 372 Statesboro, GA 30459

Timmy Marsh 912-682-9902 ~ Travis Marsh 912-682-8678

Jason Dunn 912-663-1365

tmarshconstructionservices@gmail.com

jasondunn-marshconstruction@outlook.com

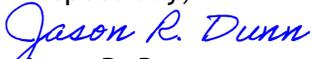
Good afternoon,

This letter is to formally request an extension of time as the County deems acceptable on the project known as; “ITB No. 21-55-001A A NEW FIRE STATION No 15 CIVIL/SITE WORK HODGEVILLE ROAD”, contracted between Effingham County and Marsh Construction Services, LLC,

The request is being made due to delays resulting from the Original General Contractor being released from their contract with the County and Marsh Construction Services taking over the project as well as material supply shortages and cost escalations.

Marsh Construction Services is requesting a new completion date for the project of March 31, 2023. This completion date will include the install of the 30” steel casing for the future sewer force main, otherwise known as Change Order #2. Please let our Team know if this completion date request is deemed an acceptable time extension. I want to thank you for your time and consideration. Please contact me if you have any questions or concerns.

Respectfully,


Jason R. Dunn

Staff Report

Subject: Approval of Change Order #3 for Agreement 22-25-010 with McLendon Enterprises, Inc. for the LMIG 2022 and other road work

Author: Alison Bruton, Purchasing Agent

Department: Public Works/Roads

Meeting Date: October 18, 2022

Item Description: Change Order #3 for Agreement 22-25-010 with McLendon Enterprises, Inc. for the LMIG 2022 and other road work

Summary Recommendation: Staff recommends approval of Change Order #3 for Agreement 22-25-010 with McLendon Enterprises, Inc. for the LMIG 2022 and other road work for an increase of \$77,360.98 for the paving of the Cloyo-Kildare Fire Station.

Executive Summary/Background:

- In August, Contract 22-25-010 was awarded to McLendon Enterprises, Inc. for LMIG 2022 and other road projects throughout the County in the amount of \$3,764,575.98.
- In September, the Board approved CO1 to McLendon for two other areas that need repair - Blue Jay and McCall Road Intersection, and Old Augusta Road at Estes Trucking. Change Order 2 was approved in October reflecting a deduction in the contract in the amount of -\$594,290.55.
- Staff requested a quote for the removal of fly ash material and paving of the Cloyo-Kildare Fire Station. The quote total is \$77,360.98.
- Staff has confirmed that we still meet the County match requirements for LMIG with these deductions. The new contract total for McLendon will be \$3,290,581.88

Alternatives for Commission to Consider

1. Approval of Change Order #3 for Agreement 22-25-010 with McLendon Enterprises, Inc. for \$77,360.98 for pave the Cloyo-Kildare Fire Station
2. Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Asst. County Manager, Purchasing

Funding Source: \$40,000 Budgeted in Fire, Budget Amendment will be necessary to cover the remaining funds

Attachments:

1. Change Order #3
2. Quote from McLendon

Change Order # 3

Project: ITB 22-25-010 – 2022 LMIG

Contract Date: August 16, 2022

Change Order Effective Date: October 18, 2022

Change Order Issued to: McLendon Enterprises, Inc.
2365 Aimwell Road
Vidalia, GA 30474

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

ITEM NO.	DESCRIPTION	Total
1	Paving Cloy-Kildare Fire Station	\$77,360.98
	TOTAL	

The original Contract Sum was.....\$ 3,764,575.98
 Net change by previously authorized Change Orders..... (**-\$551,355.08**)
 The Contract Sum prior to this Change Order was.....\$ 3,213,220.90
 The Contract Sum will be increased by this Change Order.....\$ 77,360.98
 The new Contract Sum including this Change Order will be.....**\$ 3,290,581.88**
 The Contract Time will be increased by **0** days

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

Contractor
 McLendon Enterprises, Inc.
 2365 Aimwell Road
 Vidalia, GA 30474

By: _____

By: _____

Date: _____

Date: _____



2365 Aimwell Road
Vidalia, GA 30474
Phone: (912) 537-7887
Fax: (912) 538-7967

October 6, 2022

Mr. Rip Graham
Roberts Civil Engineering

RE: ITB 22-25-010-2022 Effingham County LMIG 2022
Clyo-Kildare Fire Station, Change Order #3

Mr. Graham,

Attached is the quotation for a change order for the Clyo-Kildare Fire Station on the above referenced project.

The total change order addition is \$77,360.98. We will add the line items quoted to the current contract items.

Sean M. Scott
Sean M. Scott, P.E.
Chief Engineer

Cc: Keith Clements, McLendon Enterprises, Inc.
Kenny Allen, McLendon Enterprises, Inc.
Melissa Nevil, McLendon Enterprises, Inc.



Item XI. 6.

2365 Aimwell Road
 Vidalia, GA 30474
 Phone: (912) 537-7887
 Fax: (912) 538-7967

To: Effingham County Board Of Commissioners	Contact: Eric Larson
Address: 601 N. Laurel Street Springfield, GA 31329	Phone: (912) 754-8413
Project Name: Effingham 2022 LMIG (BOC Cloy / Kildare) CO 1	Bid Number:
Project Location:	Bid Date: 9/6/2022

Line #	Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
	4	6 Inch GABC	1,480.000	SY	\$19.75	\$29,230.000
Total Price for above Items:						\$29,230.000

Cloy-Kildare Rd Effingham BOC

1		Traffic and Safety Control	1.000	LS	\$3,335.00	\$3,335.000
2		Mobilization and Demobilization	1.000	LS	\$8,111.58	\$8,111.580
3		Removal Of Existing Subgrade Materials To Prep For GABC Placement	1,480.000	SY	\$7.20	\$10,656.000
5		Asphalt Surface Course 2 Inch 12.5 MM	1,480.000	SY	\$17.50	\$25,900.000
6		Onsite Sanitary Facilities	1.000	LS	\$128.40	\$128.400

Total Price for above Cloy-Kildare Rd Effingham BOC Items: \$48,130.980

Total Bid Price: \$77,360.980

Notes:

- The above price does not include provisions for any permits
- Hazardous Materials encountered on Project will be handled seperately
- Erosion Control only included as specifically mentioned in proposal
- Payment terms are Net 30 Days from compeltion of work, unless otherwise stipulated
- Price based on request from Effingham County
- NO PRIME has been included

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: McLendon Enterprises, Inc.</p> <p>Authorized Signature: <i>Sean M. Scott</i></p> <p>Estimator: _____</p>
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