

# LOWNDES COUNTY BOARD OF COMMISSIONERS PROPOSED AGENDA

WORK SESSION, MONDAY, SEPTEMBER 13, 2021, 8:30 AM REGULAR SESSION, TUESDAY, SEPTEMBER 14, 2021, 5:30 PM 327 N. Ashley Street - 2nd Floor

- 1. Call To Order
- 2. Invocation
- 3. Pledge Of Allegiance To The Flag
- 4. Code Enforcement Appreciation
- 5. VLPRA Adopted Master Plan Presentation by Dr. David Barth (Work Session)
- 6. Minutes For Approval
  - a. Work Session August 23, 2021, Millage Public Hearing August 24, 2021, & Regular Session August 24, 2021

Recommended Action: Approve

Documents:

#### 7. Public Hearing

a. REZ-2021-14 LAR Properties of Lake Park 5359 Mill Store Road, Lake Park P-D to C-H

Recommended Action: Board's Pleasure

Approve

Documents:

#### 8. For Consideration

a. Beer & Wine License - Falguniben Chaudhary of Aarush 420 Corp., DBA Barrett's Food Mart - 6685 Bemiss Rd., Valdosta, GA

Recommended Action: Approve

Documents:

b. Agreement for Automatic Aid in Fire and Emergency Services between Lowndes County and Moody Air Force Base

Recommended Action: Approve

Documents:

c. Lowndes County Historic Courthouse Early Demolition and Abatement GMP (Guaranteed Maximum Price)

Recommended Action: Approve

Documents:

d. GMASS Commercial Contract

Recommended Action: Approve

Documents:

- 9. Reports County Manager
- 10. Citizens Wishing To Be Heard Please State Your Name and Address
- 11. Adjournment

# LOWNDES COUNTY BOARD OF COMMISSIONERS COMMISSION AGENDA ITEM

SUBJECT: REZ-2021-14 LAR Properties of Lake Park 5359 Mill Store Road,

Lake Park P-D to C-H

DATE OF MEETING: September 14, 2021

Work Session/Regular Session

<b>BUDGET IMPACT: N/A</b>			
FUNDING SOURCE:			
( )	Annual		
( )	Capital		
(X )	N/A		
()	SPLOST		

() TSPLOST

COUNTY ACTION REQUESTED ON: REZ-2021-14 LAR Properties of Lake Park 5359 Mill Store Road, Lake Park P-D to C-H

HISTORY, FACTS AND ISSUES: This request represents a change in zoning on the subject property from Planned Development (P-D) zoning to Highway Commercial (C-H) zoning. The general motivation, in this case, is to obtain a single commercial zoning on the subject property for expansion of an existing commercial (recreational vehicle sales) operation.

The property was rezoned in 2002 from C-H to R-C (Residential Cluster) in order to create the Hidden Oaks subdivision, which became an approved subdivision plat in 2005. In 2006, a Vested Rights case and a Rezoning case were approved to overcome a discrepancy between the recorded plat from 2005 and the rezoning case from 2002 that caused a portion of the subject property to change from C-H to P-D. Phase 2 of the Hidden Oaks subdivision never materialized, thus resulting in the split zoning.

Access to and from the subject property is proposed to be from Mill Store Rd, a minor collector in the Lowndes County Thoroughfare Plan, with a predicted 1,500 to 3,000 annual average daily traffic (AADT) count. Concerning the 2030 Comprehensive Plan Character Area Map, the subject property is within the Urban Service Area and depicted as a Regional Activity Center Character Area. Per Comprehensive Plan guidance, C-H zoning is listed as a permitted zoning within a Regional Activity Center Character Area. Aspects of this case worthy of consideration include the following: 1. Accessible County Utilities, 2. The allowable uses in C-H zoning, 3. The residential zoning to the east, and 4. The adjacent C-H zoning.

The TRC considered the request and recommended/noted the need to maintain a permanent easement to access the County Utilities in the northernmost corner of the property. Additionally, staff finds the request consistent with the Comprehensive Plan and existing land-use patterns of the area.

The GLPC considered the request at their August meeting and recommended approval of the request via a unanimous vote of (7-0).

OPTIONS: 1. Approve

2. Approve with Conditions

3. Table

4. Deny

**RECOMMENDED ACTION: Board's Pleasure** 

Approve

**DEPARTMENT**: Planning/Zoning

**DEPARTMENT HEAD:** JD Dillard

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:



August 2, 2021

Lowndes County Board of Commissioners Mr. JD Dillard, Planning & Zoning Director 327 N. Ashley Street Valdosta, GA 31601

RE:

Rezoning Letter of Intent

LAR Properties of Lake Park, LLC

Map 0200 Parcel 292A

Dear Mr. Dillard:

LAR Properties of Lake Park, LLC, intend to rezone the middle section of their parcel from P-D to C-H for the purpose of expanding their operations known as A&L RV Sales located at 5355 Mill Store Road in Lake Park. The 2 outside sections of the parcel are currently zoned C-H, and they require the C-H zoning to continue their commercial operations. The size of the area to be rezoned is 12.76 acres.

Please approve the rezoning.

Respectfully submitted,

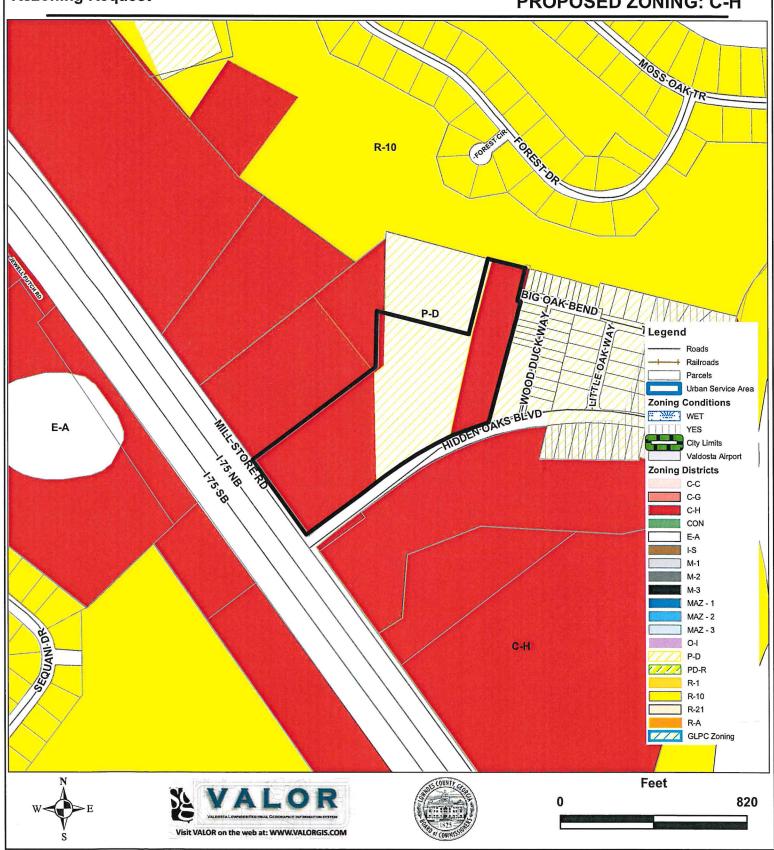
William D. Kent, PE Project Engineer

# **REZ-2021-14**

### **Zoning Location Map**

LAR PROPERTIES OF LAKE PARK Rezoning Request

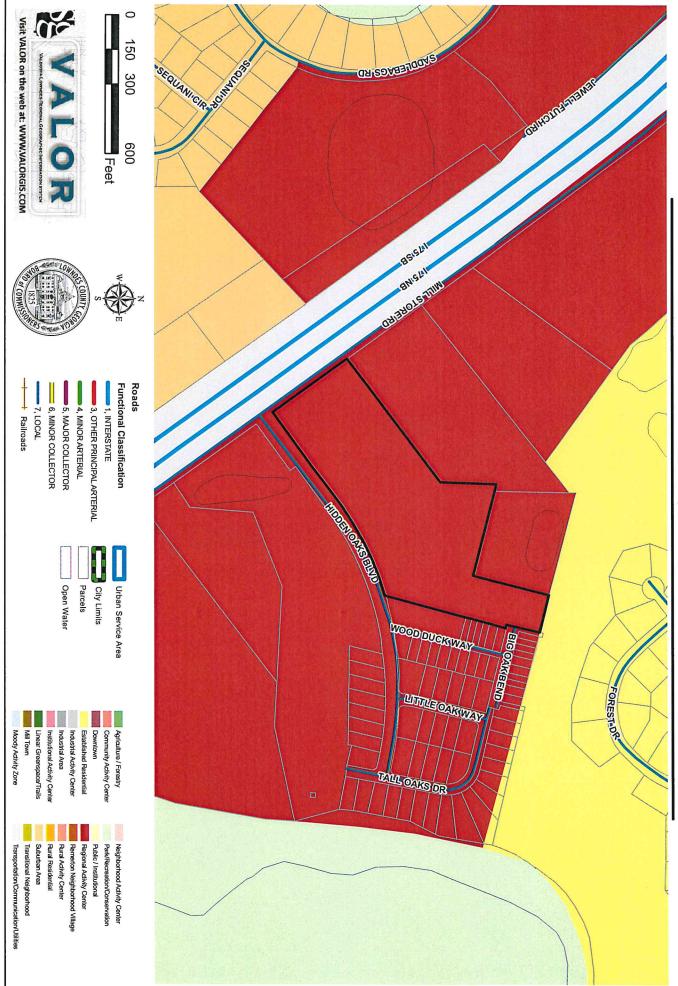
CURRENT ZONING: P-D PROPOSED ZONING: C-H



# **REZ-2021-14**

# **Future Development Map**

# LAR PROPERTIES OF LAKE PARK Rezoning Request



# **REZ-2021-14**

### **WRPDO Site Map**

#### Legend

-			
Roads			Open Water
Railroad	ls		Valdosta Airport
Park			Wetlands
City Lim	its		100 Yr Flood
• • Crashzo	one		Hydrology
Crashzo	ne West	: ::	Drastic
Urban S	ervice Area		Recharge Areas
			Parcels

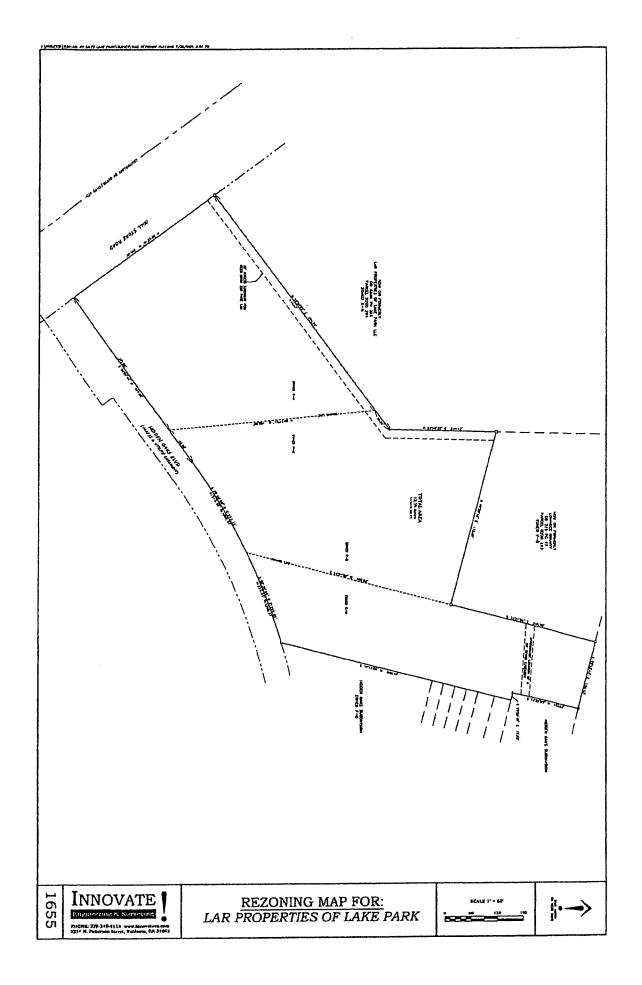
# LAR PROPERTIES OF LAKE PARK Rezoning Request











# LOWNDES COUNTY BOARD OF COMMISSIONERS COMMISSION AGENDA ITEM

SUBJECT: Beer & Wine License - Falguniben Chaudhary of Aarush 420 Corp., DBA Barrett's Food Mart - 6685 Bemiss Rd., Valdosta, GA

DATE OF MEETING: September 14, 2021 Work Session/Regular Session

BUDGET IMPACT:
FUNDING SOURCE:
( ) Annual
( ) Capital
(X) N/A
( ) SPLOST
( ) TSPLOST

COUNTY ACTION REQUESTED ON: Beer & Wine License - Falguniben Chaudhary of Aarush 420 Corp., DBA Barrett's Food Mart - 6685 Bemiss Rd., Valdosta, GA

HISTORY, FACTS AND ISSUES: Falguniben Chaudhary of Aarush 420 Corp., DBA Barrett's Food Mart - 6685 Bemiss Rd., Valdosta, GA, is requesting a license for the sale of beer & wine for consumption off premise. This is due to a change of ownership. The ordinance and guidelines for approval of the license have been met. All forms are attached and upon approval by the Board the license will be granted.

OPTIONS: 1. Approve the Beer & Wine License

2. Board's Pleasure

**RECOMMENDED ACTION: Approve** 

<u>DEPARTMENT</u>: Finance <u>DEPARTMENT HEAD</u>: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

Aarush 420 Corporation Bornett's Food Mart # 0135 4316

> Alcoholic Beverage License Application Lowndes County Board of Commissioners Finance Department – Licensing Division

Before completing this application, you must verify that the proposed location of your establishment is located in unincorporated Lowndes County.

1. TYPE OF LICENSE(s) APPLIED FOR (check all that apply):

Retail Dealer – Off Premises Consumption (Malt Beverages)	
Retail Dealer – Off Premises Consumption (Wine)	
[ ] Retail Dealer – Off Premises Consumption (Distilled Spirits)	
▼ Retail Dealer – Off Premises Consumption (Sunday Sales)	
[ ] Retail Consumption Dealer – Consumption on Premises (Malt Beverages)	
[ ] Retail Consumption Dealer – Consumption on Premises (Wine)	
[ ] Retail Consumption Dealer – Consumption on Premises (Distilled Spirits)	
[ ] Retail Consumption Dealer – Consumption on Premises (Sunday Sales)	-
[ ] Wholesaler – Malt Beverages with warehousing in Lowndes County	
[ ] Wholesaler – Malt Beverages without warehousing in Lowndes County	
[ ] Wholesaler – Wine with warehousing in Lowndes County	
[ ] Wholesaler – Wine without warehousing in Lowndes County	
[ ] Wholesaler – Distilled Spirits with warehousing in Lowndes County	
[ ] Wholesaler – Distilled Spirits without warehousing in Lowndes County	
[ ] Alcoholic Beverage Catering License	
No retail dealer licensee shall hold any retail consumption dealer license for the same vice versa; and no wholesale dealer licensee shall hold any retail dealer license or retail dealer license for the same location.	1

2.	. Official Legal Name of Entity or Person seeking the License(s) (the "Applicant"):	4
-	AARUSH 420 CORPORATION	
3.	. Applicant's Business or Trade Name (if different than official legal name):  Barrett's Food Mart	
	List any aliases, tradenames, or other names under which the Applicant is known usiness, or has been known or conducted business during the past three years:	vn or conduct
5.	If Applicant is an Entity, Full Name of the Individual Making this Application for the Falguni ben Chaudhan	Applicant:
6	. Street Address of establishment for which license is sought:	
٠.		
	6685 Bemiss Rd Valdosta, GA 31605	
7.		6 above:
	ategory(ies) of alcoholic beverage related functions and activities to be conducted at su Attach additional pages if more space is needed]	3
	Convenience Store with Gas Selling Beep & Wine	

beverages within 300 feet of a				÷	
consumption of wine or malt	i	i ·		4	
school building, educational be				1	
from the door of the licensed e	establishment i	o the nearest st	reet, thence alor	ng said street to	the nearest
point of any church building, so	hool building,	educational build	ding, school grou	ınds or college	campus. List
below the name and street ac	dress of the r	earest church a	nd the nearest (	educational fac	cilities to the
proposed establishment include	ling the addres	S.		:	
		-		3 1 0 0	,
Church: St. John Bay	Hist Che	urch 64	19 New C	optimed Ka	
Church: St. John Buc School, college or other ed	lucational facil	ty or grounds: _	Bemiss	Acadeo	my
5111 Bem.	ss Ral	Valdosta	GA 3160	3	
					and at the same
10. Has the Applicant or the es		ì		1	conoi license
by Lowndes County within the		1		U	
If yes, please explain. [Attach	additional page	es if more space	neededj		
	:			1	
	:				
	:				
11. Has the Applicant, any per	son identified	 in guestion 12 be	elow, or any emi	olovee of the e	stablishment
for which licensure is being so		ì			
suspended or revoked (either	_	1			
If yes, state the month and year		į		-	[Attach
additional pages if more space	1		,		
, ,	•				
	<u> </u>				
		!			
	:				
12. Type of Legal Entity	[ ] Individua	•		artnership	
applying for license:	[ ] Joint Ver	ture		Corporation	
	[ ] Firm		• •	Association	
		iability Company			
	[ ] Other: _		4144-04-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0-	······································	
	:				
	:				
		1			

9. Lowndes County's alcohol ordinance prohibits the distribution, sale or consumption of alcoholic

If the Applicant is a partnership, joint venture or firm, list the names and addresses of all owners of the partnership, joint venture or firm. [Attach additional pages if more space is needed]  NA Name  Address  Address
partnership, joint venture or firm. [Attach additional pages if more space is needed]  NA  Name  Address
partnership, joint venture or firm. [Attach additional pages if more space is needed]  NA  Name  Address
partnership, joint venture or firm. [Attach additional pages if more space is needed]  NA  Name  Address
NAME Address
Name Address
NA
-N4
Name Address
MA
Name Address
If the Applicant is a corporation or association, list the names and addresses of its principal officers,
directors and the three stockholders owning the largest amounts of stock. [Attach additional pages if
more space is needed]
Falqueriben Chaudhary 6685 Bemiss Rd. Valdosta
Falgunibon Chaudhary  President  Address  Rd. Valdosta ( Address 31605
n/n
Vice President Address
NA
Secretary Address
NA-
Treasurer Address
Director Address
Address
Falqueinen Chaudhany (100%) (1085 Bemiss Rd, Valdusta Grandler Address Bemiss Rd, Valdusta Grandler 31600
Stockholder Address 3160:
NA
Stockholder Address
WA
Stockholder Address
- <b>4</b> -

13. Has the Applicant, any person listed in question 12 above, or any employee of the applicant's establishment ever been convicted of a felony? [ ] YES [K] NO
14. Has the Applicant, any person listed in question 12 above, or any employee of the Applicant's
establishment been convicted within the previous five (5) years of a misdemeanor or of any other violation
involving gambling, the Georgia Controlled Substances Act (or similar laws of another jurisdiction),
prostitution, sex offenses, adult entertainment laws, rules or regulations, alcohol control laws, rules or
regulations, or offenses involving moral turpitude? [ ] YES [X] NO
15. Has the Applicant, any person identified in question 12 above and each employee of Applicant's
establishment attach a fully completed and executed consent statement for necessary investigation
reports? (see attachment A) 💢 YES 🐧 NO
16. If the establishment for which a license is sought is or was licensed under the Lowndes County
Alcohol Ordinance (or any previous ordinances or resolutions pertaining to alcoholic beverages), present
details of how the Applicant has or will acquire the establishment, including on what terms and conditions.
Further, describe in detail any familial, business, investment, debtor/creditor, or other relationship the
Applicant may have or have had during the past three (3) years with the current or former licensee or
establishment owner, and in each case with any person identified in question 12 above. [Attach additional
pages if more space is needed]
Business purchased from unrelated party.
Business purchased from unrelated party.  Not Related
17. Has the individual making this application attached a fully completed and executed affidavit (see
attachment B) verifying his or her legal presence in the U.S., and also presented as his or her identification
an original of one of the following current and valid "secure and verifiable documents" under O.C.G.A. §
50-36-1: driver's license issued by one of the states or territories of the U.S. or Canada; U.S. or foreign
passport; picture I.D. issued by one of the states or territories of the U.S.; U.S. Certificate of Citizenship or
Naturalization; or U.S. Permanent Resident Card or Alien Registration Receipt Card?
₩ YES [] NO
18. Is there attached a fully completed and executed affidavit verifying compliance by the Applicant with
the federal work authorization program? (see attachment C or D) [X YES [] NO
NOTE: The Applicant may be required to submit further information or documentation as requested by

the County.

#### CERTIFICATION REGARDING APPLICATION

Personally, appeared before the undersigned officer duly authorized to administer oaths, the undersigned
affiant, who after first being duly sworn, hereby affirms, says and certifies that he/she is the
Fabruniben Chaudhany of Agrush 420 Corporation is
authorized to make and execute this application on behalf of the Applicant, and further hereby affirms,
says and certifies as to each of the following:
I have read and understand the Lowndes County Alcoholic Beverage Ordinance and will ensure that all
employees of the establishment for which licensure is sought will be familiar with the provisions and
regulations of that Ordinance.
I will ensure that the establishment for which licensure is sought complies at all times with all applicable
laws, rules and regulations of the United States, the State of Georgia and Lowndes County, now in force
or which may hereafter be enacted as relates to the sale, distribution, or consumption of alcoholic
beverages.
I understand that any license issued is valid for a period of one year, beginning January 1st and expiring
December 31st, that no license shall be assignable or transferrable either to a new licensee or for another
location, and that no portion of the license fee shall be refunded should the license be revoked during the
license year or should the establishment close.
The information, documents and statements made or contained in this Application, or submitted as a part
thereof or supplementary thereto is in each case accurate and complete. I further understand that making
false or fraudulent statements and/or representations in or with respect to this Application may subject
me to criminal and/or civil penalties including a fine and/or imprisonment.
Submitted herewith is the sum of $$900.90$ [must be a cashier's check, money order, other
certified funds, or cash] which includes the license fee for the year, or partial year, plus the administration
fee. I understand that, should the Application be denied, I will receive a refund for the license fee only
and that the administration fee is non-refundable.
Aro_
Signature of Individual Making this Application
Sworn to and subscribed before me this 20th day of July 2021. Date: 7-20-2021
this 10° day of (120, 207). Date: 1-20-2021
Markey Walt
Notary Public KEJAZ ONLY
Sommission in State of the Stat
My commission expires: Nov. 28 2022
28 2022
-7- 100 Billion

#### ATTACHMENT B

#### AFFIDAVIT OF COMPLIANCE WITH O.C.G.A. §50-36-1

By executing this affidavit under oath, as an Applicant for an alcoholic beverage license from the Lowndes County Board of Commissioners, the undersigned Applicant verifies one of the following with respect to my application:

[]	I am a citizen of the United States.	
[]	I am a legal permanent resident of the United States.	
×	I am a qualified alien or non-immigrant under the Federal Immigration and National an alien number issued by the Department of Homeland Security or other federal agency. My alien number is:	•
at leas	ndersigned applicant also hereby verifies that he or she is 18 years of age or older and here on the secure and verifiable document, as required by O.C.G.A. §50-36-1, with this affiorm and verifiable document:	
willfull	king the above representations under oath, I understand that any person who know which was a false, fictitious or fraudulent statement, or representation in an affidavit modation of O.C.G.A. §16-10-20 and face criminal penalties as allowed by such criminal st	ay be guilty
Execut	ted in <u>Valdosta</u> (city), <u>GA</u> (state).	
	Signature of Applicant  Falqueiben Chaud  Printed Name of Applicant	
Sworn	to and subscribed before me this 20th day of Lucy, 2021.	
	Public  mmission expires: Nov. 28, 2022  -9-	

#### ATTACHMENT D

#### AFFIDAVIT OF PRIVATE EMPLOYER OF COMPLIANCE PURSUANT TO O.C.G.A. §36-60-6

By executing this affidavit, the undersigned private employer verifies its compliance with O.C.G.A. §36-60-6, stating affirmatively that the individual, firm or corporation employs fewer than eleven employees and therefore, is not required to register with and/or utilize the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. §13-10-90.

ale	
Signature of Exempt Private Employer	
Falgieniben Chaudhary Printed Name of Exempt Private Employer	
I hereby declare under penalty of perjury that the	foregoing is true and correct.
Executed on tely 20 20 21 in 1	aldosta (city), GA (state).
Signature of Authorized Officer or Agent	
Falguniben Chaudhans Printed Name and Title of Authorized Officer or A	
Sworn to and subscribed before me this 20th	day of Jaley, 20 21.
Surkerlatt	
Notary Public	Silvinia KEVAZ O
My commission expires: Nov. 28, 7022	NOV. 28 ***********************************
	William William

#### APPENDIX A

#### FEES AND CHARGES

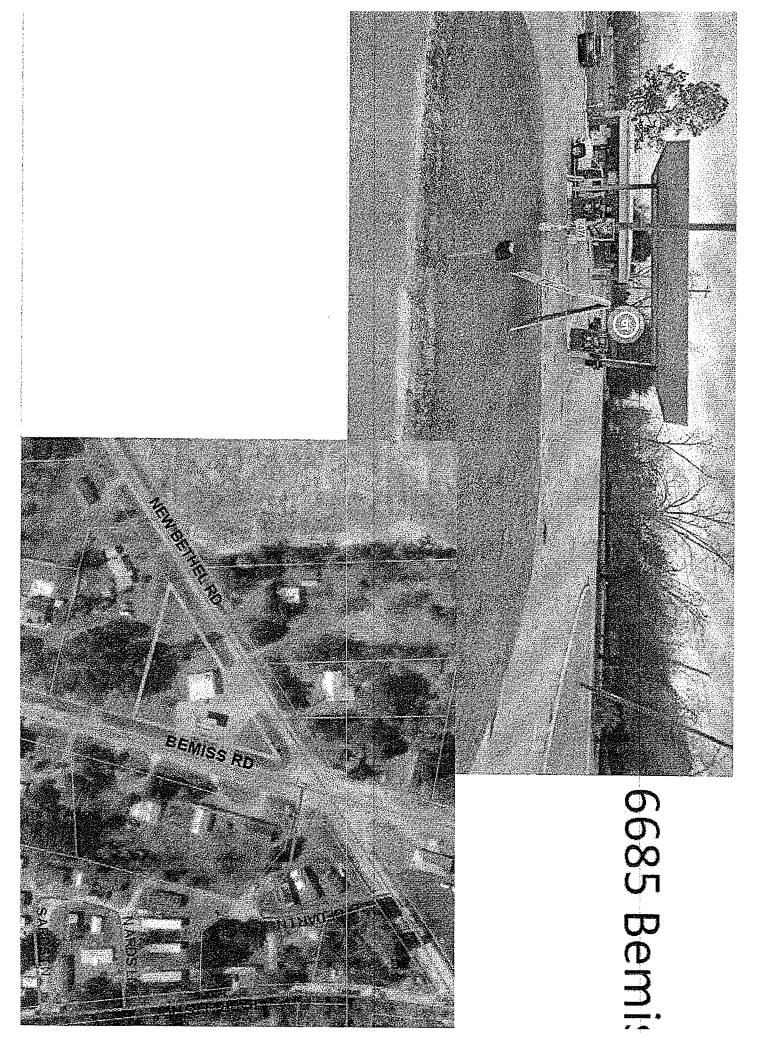
#### 1. Alcoholic beverage licenses fees shall be as follows:

	<u>License</u> <u>An</u>	nual Fee
	(a) Retail Dealer - Off Premises Consumption (Malt Beverages)	\$500.00
•	(b) Retail Dealer – Off Premises Consumption (Wine)	\$500.00
	(c) Retail Dealer – Off Premises Consumption (Distilled Spirits)	\$1,075.00
	(d) Retail Dealer – Off Premises Consumption (Sunday Sales)	\$250.00
	(e) Retail Consumption Dealer – Consumption on Premises (Malt Beverages	\$675.00
	(f) Retail Consumption Dealer – Consumption on Premises (Wine)	\$675.00
	(g) Retail Consumption Dealer – Consumption on Premises (Distilled Spirits)	\$3,200.00
	(h) Retail Consumption Dealer – Consumption on Premises (Sunday Sales)	\$250.00
	(i) Wholesaler – Malt Beverages with warehousing in Lowndes County	\$300.00
	(j) Wholesaler – Malt Beverage without warehousing in Lowndes County	\$100.00
	(k) Wholesaler – Wine with warehousing in Lowndes County	\$300.00
	(I) Wholesaler – Wine without warehousing in Lowndes County	\$100.00
	(m) Wholesaler – Distilled Spirits with warehousing in Lowndes County	\$500.00
	(n) Wholesaler – Distilled Spirits without warehousing in Lowndes County	\$100.00
	(o) Alcoholic Beverage Catering License	\$250.00
2.	Event Permit (issued to alcoholic beverage caterer licensed by the County	\$50.00
3.	Event Permit (issued to alcoholic beverage caterer licenses by a municipality or county in Georgia other than the County	\$50.00
4.	Administration Fee	\$150.00

### Distance Check

Date: August 24, 2021	
Establishment: Shree Kuntesh	war LLC
Address: 6685 Bemiss Road Va	aldosta, Georgia 31605
: • •	
Nearest School: <u>Bemiss Acader</u>	ny
Address: 5111 Bemiss Rd. Vald. G	a. 31605 Distance: 4.3 mi
Nearest Church: St. John Missiona	ry Baptist Church
Address: 6419 New Bethel Rd. Val	d., Ga. 31605 Distance: 1.1 mi
Officer Assigned: Ke	n Carter
$\sim 1.01$	
Signature: White auto	

Comments: Mileage checked using odometer on vehicle 15-74



# LOWNDES COUNTY BOARD OF COMMISSIONERS COMMISSION AGENDA ITEM

SUBJECT: Agreement for Automatic Aid in Fire and Emergency Services between Lowndes County and Moody Air Force Base

DATE OF MEETING: September 14, 2021

Work Session/Regular Session

BUDGET	IMPACT:
<b>FUNDING</b>	SOURCE:

- () Annual
- () Capital
- (X) N/A
- () SPLOST
- () TSPLOST

COUNTY ACTION REQUESTED ON: Agreement for Automatic Aid in Fire and Emergency Services between Lowndes County and Moody Air Force Base

HISTORY, FACTS AND ISSUES: Lowndes County Fire Rescue and Moody Air Force Base have been working to prepare an agreement for automatic aid. Approval of the agreement will provide for automatic aid aimed at enhancing fire protection capabilities in unincorporated Lowndes County, while providing structural firefighting training and experience to airmen at Moody Air Force Base. The operational details of dispatch/response have been coordinated and approved by Fire Chiefs representing both departments.

OPTIONS: 1. Approve the agreement and authorize the Chairman to sign the agreement.

2. Board's Pleasure

**RECOMMENDED ACTION: Approve** 

<u>DEPARTMENT</u>: County Manager <u>DEPARTMENT HEAD</u>: Paige Dukes

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

# AGREEMENT FOR AUTOMATIC AID IN FIRE AND EMERGENCY SERVICES BETWEEN LOWNDES COUNTY, GEORGIA AND MOODY AIR FORCE BASE, GEORGIA

This Automatic Aid Agreement (the "Agreement"), is made and entered into this \_\_ day of \_\_\_\_\_ 2021, between the United States of America, Secretary of the Air Force (the "Air Force") acting by and through the Commander, 23d Wing, Moody AFB pursuant to the authority of 42 U.S.C. § 1856a and Lowndes County, a political subdivision of the State of Georgia ("Lowndes County"). The Air Force and Lowndes County are hereinafter referred to individually as a "Party" and together as the "Parties".

#### WITNESSETH:

WHEREAS, each of the Parties hereto maintains equipment and personnel for the suppression of fires and the management of other emergency incidents occurring within areas under their respective jurisdictions; and

WHEREAS, as set forth in 42 U.S.C. § 1856 the term 'fire protection' includes personal services and equipment required for fire prevention, the protection of life and property from fire, firefighting, and emergency services, including basic medical support, basic and advanced life support, hazardous material containment and confinement, and special rescue incidents involving vehicular and water mishaps, and trench, building, and confined space extractions; and

WHEREAS, the Parties hereto desire to enhance fire protection capabilities available in their respective jurisdictions by entering into this Agreement.

# NOW, THEREFORE, in consideration of the mutual covenants, obligations and agreements herein established, the Parties hereby agree as follows:

- a. The Air Force's authority to enter into and perform this Agreement is set forth in 42 U.S.C. § 1856a, and Title 15 United States Code Section 2210, the regulations implementing same at Title 44 Code of Federal Regulations Part 151 *Emergency Management and Assistance* and AFI 32-2001, *Fire and Emergency Services Program*. Lowndes County's authority to enter into and perform this Agreement is OCGA §§ 25-3-3 and 25-3-4.
- b. This Agreement will serve as the agreement between the Parties for securing to each automatic aid in fire protection services as defined above.
- c. Automatic aid is a form of mutual aid for the automatic response by Moody AFB Fire and Emergency Services to pre-arranged areas outside Moody AFB and an automatic response by Lowndes County to pre-arranged areas inside Moody AFB for immediate joint response on first and subsequent alarms.

- d. Any dispatch of equipment and personnel by the Parties pursuant to this Agreement is subject to the following conditions:
- (1) Moody AFB shall only respond to Lowndes County emergencies when the Installation Fire Chief determines the response will not reduce Moody AFB's capability to respond to emergencies on Moody AFB within response time standards, as defined by AFI 32-2001. Additionally, the Installation Fire Chief will ensure Moody AFB firefighters do not respond to requests that conflict with Installation Commander guidance.
- (2) Automatic aid responses hereunder will be specific to vehicles, equipment and personnel dispatched and to the specific location to which the equipment and personnel are to be dispatched, but the amount and type of vehicles, equipment and the number of personnel to be furnished will be determined by the responding organization.
- (3) The responding organization will operate under the policies and procedures of the authority having jurisdiction.
- (4) The responding organization will report to the senior officer at the response location in charge of the authority having jurisdiction and will be subject to the orders of that official, or may be required to temporarily serve as the officer in charge until a senior officer of the authority having jurisdiction, arrives at the location to which the equipment and personnel is dispatched,.
- (5) The responding organization will be released by the authority having jurisdiction when the services of the responding organization are no longer required, or when the responding organization is needed within the area for which it normally provides fire protection.
- (6) HAZMAT incident response will include the response to, and control and containment of any release or suspected release of any material suspected to be or known to be hazardous. Where the properties of a released material are not known, it will be considered hazardous until proven otherwise by the authority having jurisdiction using all technical resources available. Cleanup and removal of contained HAZMAT will be the responsibility of the authority having jurisdiction.
- (7) In the event of a crash of an aircraft owned or operated by the United States or military aircraft of any foreign nation, the chief of the Moody AFB Fire and Emergency Services or his or her representative may assume full command on arrival at the scene of the crash.
- e. Each Party hereby agrees that its intent with respect to the rendering of assistance to the other Party under this Agreement is not to seek reimbursement from the Party requesting such assistance. Notwithstanding the above, the Parties hereby recognize that pursuant to the Section 11 of the Federal Fire Prevention and Control Act of 1974 (15 U.S.C. § 2210) and Federal regulations issued thereunder (44 Code of Federal Regulations Part 151), Lowndes County is permitted to seek reimbursement for all or any part of its direct expenses and losses (defined as additional firefighting costs over normal operational costs) incurred in fighting fires on property under the jurisdiction of the United States. Furthermore, under the authority of 42 U.S.C. §

1856a, and pursuant to and in accordance with ("IAW") any applicable state or local laws each Party hereby reserves the right to seek reimbursement from the other for all or any part of the costs (defined as additional firefighting costs over normal operational costs) incurred by it in providing fire protection services to the other Party. Furthermore, each Party agrees to indemnify and hold harmless the other Party from any liability that may arise from any negligent actions or omissions committed by employees or representatives of such other Party. Likewise, each Party agrees to indemnify and hold harmless the other Party from any liability that may arise from the use of fire-fighting foams, chemicals, or other materials by such other Party in providing fire protection services to such other Party, which agreement to indemnify and hold harmless includes, but is not limited to, such uses that may result in hazardous substance exposure or pollution of or contamination to air, land, water, person or property or such uses that may result in response actions under CERCLA, RCRA, or any other federal, state, or local laws. Firefighting foams, chemicals, or other materials may only be used upon approval of the Lowndes County Fire Chief and Moody AFB Fire Chief. Notwithstanding any other provision of this Agreement, termination of this Agreement shall in no way affect either Party's obligation under this paragraph to indemnify and hold harmless the other Party from any liability that may arise from either the negligent actions or omissions committed by other Party's employees or the use of fire-fighting foams, chemicals, or other materials by the other Party in providing fire protection services to the other Party, which obligation shall survive such termination.

- (8) Where local agencies do not assign an incident safety officer, an Air Force representative will be assigned to act as the incident safety officer for Moody AFB to observe Air Force operations.
- f. Both Parties agree to implement the National Incident Management System during all emergency responses on and off Installations IAW *National Fire Protection Association Standard 1561*.
- g. Each Party waives all claims against the other Party for compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of this Agreement. This provision does not waive any right of reimbursement, indemnification, or being held harmless pursuant to paragraph e.
- h. All equipment used by Lowndes County in carrying out this Agreement will, at the time of action hereunder, be owned by it; and all personnel acting for Lowndes County under this Agreement will, at the time of such action, be an employee or volunteer member of Lowndes County Fire Rescue.
- i. Neither Party will hold the other Party liable or at fault for failing to respond to any request for assistance or for failing to respond to such a request in a timely manner or with less than optimum equipment and/or personnel, it being the understanding of the Parties that each is primarily and ultimately responsible for the provision of fire protection services needed within their own jurisdictions.

#### j. Disputes.

Parties to Negotiate. If a dispute should arise, the Parties agree to first attempt to resolve the dispute using unassisted negotiation techniques (i.e., without the assistance of a neutral third party). Either Party may request in writing that unassisted negotiations commence. As part of the

unassisted negotiation, the Parties shall consider employing joint fact-finding, if material factual disputes are involved, and shall use other early resolution techniques appropriate to the circumstances. If the dispute involves material issues of fact, the Parties may employ a neutral third party to provide a confidential evaluation of the issues of fact.

#### k. Alternative Dispute Resolution.

- 1. If the dispute is not resolved within sixty (60) days after the request for unassisted negotiations, and the Parties do not mutually agree to continue the unassisted negotiations, then to the extent permitted by law the Parties shall employ alternative dispute resolution procedures involving nonbinding mediation of the dispute by a neutral third party. The alternative dispute resolution procedures employed shall include a confidential evaluation of both the facts and the law and the issuance of confidential recommendations by the neutral third party.
- 2. By entering into this Agreement, the Parties have voluntarily adopted alternative dispute resolution procedures IAW 5 United States Code. § 572(c). These procedures shall not be employed if determined by either Party to be inappropriate after taking into consideration the factors enumerated at 5 United States Code. § 572(b). A Party rejecting alternative dispute resolution as inappropriate shall document its reasons in writing and deliver them to the other Party. Prior to beginning an alternative dispute resolution procedures, the Parties shall negotiate in good faith a master written alternative dispute resolution Agreement governing alternative dispute resolution proceedings that may be amended as needed to fit individual proceedings. (A template of an acceptable alternative dispute resolution agreement may be found at www.adr.af.mil).
- 3. Moody AFB's obligation to make any payment arising out of an agreement resolving a dispute under this Agreement is contingent upon the availability of funds proper for such payment. Lowndes County obligation to make any payment arising out of an agreement resolving a dispute under this Agreement is contingent upon the availability of funds proper for such payment.
- l. If a claimant files a Federal Tort Claim, in accordance with 28 USC §§ 2671-2680, against the United States Air Force as a result of Moody AFB's assistance to Lowndes County, then Lowndes County agrees to pay all fees associated with the legal defense of such claim and any resulting damages that may be adjudged. Likewise, in accordance with §50-21-23 of the Official Code of Georgia Annotated, Moody AFB agrees to hold Lowndes County harmless in the execution of any assistance it provides to Moody AFB.
- m. All notices, requests, demands, and other communications which may or are required to be delivered hereunder will be in writing and will be delivered by messenger, by a nationally-recognized overnight mail delivery service or by certified mail, return receipt requested, postage prepaid at the following addresses:

#### For the Air Force:

Moody AFB c/o Commander, 23d Wing 23 Flying Tiger Way, Suite 1 Moody AFB, GA 31699

And:

Department of the Air Force Air Force Civil Engineer Center/CXF 139 Barnes Dr, Suite 1 Tyndall AFB FL 32403-5319

And:

Moody AFB c/o Fire Chief 8169 Apron A. Road Moody AFB, GA 31699

For Lowndes County

Lowndes County Fire Rescue Attn: Fire Chief 2981 U.S. Hwy 84 East Valdosta, GA 31606

And:

Lowndes County Attn: County Manager 327 N. Ashley Street Valdosta, GA 31601

#### TERMS OF THE AGREEMENT

n. This Agreement will become effective on the date of the last signature to the Agreement and will remain in effect for five years from that date (the "Term") and automatically renews for an additional five year period with the right to renew for additional two five year terms not to exceed a total of 20 years. Either Party may unilaterally terminate this Agreement during the Term by sending notification of its intent to terminate to the other Party at 180 days in advance of the proposed date of termination. Such notification will be in the form of a written submission to the other Party.

- o. Upon becoming effective, this Agreement will supersede and cancel all previous agreements between the Parties concerning the rendering of assistance from one to the other for the purposes stated in this Agreement.
- p. The modification or amendment of this Agreement, or any of the provisions of this Agreement, will not become effective unless executed in writing by both Parties.
- q. This Agreement may be executed in one or more counterparts, each of which will be deemed an original.

IN WITNESS WHEREOF, The Parties have caused this Agreement to be executed by their duly authorized representatives on the dates shown below:

LOWNDES COUNTY	THE UNITED STATES OF AMERICA by the Secretary of the Air Force
BILL SLAUGHTER	RUSSELL P. COOK, Colonel, USAF
Chairman, Board of Commissioners	Commander, 23d Wing (ACC)
Lowndes County, Georgia	Moody Air Force Base
Date:	Date:

## LOWNDES COUNTY BOARD OF COMMISSIONERS COMMISSION AGENDA ITEM

SUBJECT: Lowndes County Historic Courthouse Early Demolition and Abatement GMP (Guaranteed Maximum Price)

DATE OF MEETING: September 14, 2021

Work Session/Regular Session

BUDG	ET IMPACT: \$411,125.00
FUND	DING SOURCE:
( )	Annual
( )	Capital
( )	N/A
(X)	SPLOST

() TSPLOST

COUNTY ACTION REQUESTED ON: Lowndes County Historic Courthouse Early Demolition and Abatement GMP

HISTORY, FACTS AND ISSUES: Lowndes County Staff, the Architect (Gladwin Vaughn Architecture), and the Construction Manager (Allstate Construction and Cauthan Construction Joint Venture, LLC.) decided to move forward with an early demo and abatement project instead of including this work in the construction phase. This project will help in identifying many other unforeseen items that can be addressed in the construction documents before they are complete and ready for public bids. The project will also allow for the abatement of all the environmental items that need to be removed. The project will allow for more accurate bids for the construction phase and the project team feels it will allow for a more successful project.

OPTIONS: 1. Approve the GMP for Early Demolition and Abatement and authorize the Chairman to sign the GMP contract.

2. Board's Pleasure

RECOMMENDED ACTION: Approve

<u>DEPARTMENT</u>: Engineering <u>DEPARTMENT HEAD</u>: Chad McLeod

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

#### EXHIBIT "F"

# AMENDMENT NO. 1 TO STANDARD AGREEMENT BETWEEN OWNER AND CONSTRUCTION MANAGER (GEORGIA PUBLIC WORKS PROJECT): COST-PLUS WITH A GUARANTEED MAXIMUM PRICE

Historic Lowndes ( Board of Commiss	e 9 of the Agreement dated
CONSTRUC	ARTICLE ONE TION MANAGER'S FEE, GUARANTEED MAXIMUM PRICE AND GUARANTEED MAXIMUM CONSTRUCTION MANAGER'S PERSONNEL COST
1.1 The Constructing Twenty Three tho hundred seventy	ion Manager's Fee pursuant to Article 9 of the Agreement is hereby established to be bus and two Dollars (\$_23,271.00).  one
1.2 The Guarantee hereby establis	d Maximum Construction Manager's Personnel Cost pursuant to Article 9 of the Agreement is shed to be
	d Maximum Price for the Work, including the estimated Cost of the Work as defined in Article istruction Manager's Fee as defined in Article 9, is hereby established to be  Four hundred eleven thousand one hundred twenty five Dollars (\$411,125.00).
Maximum Pric	on Manager's Fee, Guaranteed Construction Manager's Personnel Cost and the Guaranteed to is for the performance of the Work in accordance with the Contract Documents listed and Amendment and marked Exhibits I through IV, which are incorporated herein and in the follows:
Exhibit I C	ompletion Schedule, pages 1 through 1, dated 8-27-21.
Exhibit II A	ssumptions and clarifications made in preparing the Guaranteed Maximum Price, pages 1 prough 1, dated 8-25-21.
	Illowances, Alternate Prices, and Unit Prices, pages through, dated
Exhibit IV D	rawings and Specifications on which the Guaranteed Maximum Price is based.  Page 1 though 1 dated 8-25-21
	ARTICLE TWO CONTRACT TIME
	antial Completion Date is established by this Amendment to be: <u>1st</u> day of <u>January</u> 20 <u>22</u> .

2.2 The Final Completion Date is esta	The Final Completion Date is established by this Amendment to be: 30th day of				
This day of	, 2021.				
OWNER	CONSTRUCTION MANAGER				
Board of Commissioners of Lowndes Coun	ty				
Ву:	Ву:				
Its: Chairman	Its:				

		0	13FEB23	260d 14FEB22 *	Construction (GMP)	1150
Early Selective Demoliton		0	02DEC21	60d 10SEP21	Early Selective Demoliton	1160
					CONSTRUCTION ACTIVITIES	CONSTRUC
Owner Approval of GMP		0	11FEB22	8d 02FEB22	Owner Approval of GMP	1130
Submit GMP		0	01FEB22	1d 01FEB22	Submit GMP	1120
■ Develope GMP		0	28JAN22	10d 17JAN22	Develope GMP	1110
Subcontractor Bidding		. 0	14JAN22	25d 13DEC21	Subcontractor Bidding	1100
CM Develope Scopes of World		1 0	10DEC21	5d 06DEC21	CM Develope Scopes of Work	1090
Owner Approval of Early Demo Package		0	09SEP21	10d 27AUG21	Owner Approval of Early Demo Package	1180
Budget Estimate 50% Documents		67	02SEP21	15d 02AUG21 A	Budg et Estimate 50% Documents	1080
Bid Early Selective Demolition		1 A 100	06AUG21 A	20d 12JUL21 A	Bid Early Selective Demolition	1170
timate DD's	Budget Estimate DD'	1 A 100	14JUN21 A	20d 17MAY21 A	Budget Estimate DD's	1070
			<b>经基础银营</b>		PRECONSTRUCTION ACTIVITIES	PRECONST
Permit Documents (GMP Docs)		1 0	03DEC21	48d 09AUG21 A	Permit Documents (GMP Docs)	1020
1 50% Construction Documents		A 100	29JUL21 A	50d 21MAY21 A	50% Construction Documents	1010
ment Documents	Design Development Documents	1 A 100	13MAY21 A	1d 03MAY21 A	Design Development Documents	1000
					CTIVITIES	DESIGN ACTIVITIES
I GMP Review Meeting	0	2 0	31JAN22	1d 31JAN22	GMP Review Meeting	1140
150% Budget Reviev	0	0	03SEP21	1d 03SEP21	50% Budget Review	1060
50% Design Review	_0	0	27AUG21	1d 27AUG21	50% Design Review	1050
DD Budget Revievy		1 A 100	22JUN21 A	1d 22JUN21 A	DD Budget Review	1040
eview	DD's Design Review	1 A 100	18MAY21 A	1d 18MAY21 A	DD's Design Review	1030
					OWNER, ARCHITECT & CM MEETINGS	OWNER, A
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Finish date 13FEB23
Data date 27AUG21
Run date 01SEP21
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© Primavera Systems, Inc.

Allstate / Cauthan Construction JV **Lowndes County Courthouse** 



Progress bar Critical bar Summary bar Start milestone point Finish milestone point	Allstate / Cauthan Construction JV Lowndes County Courthouse	Finish date 27NUG21  Data date 27AUG21  Run date 01SEP21  Page number 1B  © Primavera Systems, Inc.
		Construction (GMP)
R JAPR MAY JUN JUL AUG SEP OCT NOV DEC JAN FEB MAR	JAN FEB MAR APR MAY JUL AUG SEP OCT NOV DEG JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEG JAN FEB MARRAY JUN JUL AUG SEP OCT NOV DEG JAN FEB MARRAY JUN JUL AUG SEP OCT NOV DEG JAN FEB MARRAY JUN JUL AUG SEP OCT NOV DEG JAN FEB MARRAY JUN JUL AUG SEP OCT NOV DEG JAN FEB MARRAY JUN JUL AUG SEP OCT NOV DEG JAN FEB MARRAY JUN JUL AUG SEP OCT NOV DEG JAN FEB MARRAY JUN JUL AUG SEP OCT NOV DEG JAN FEB MARRAY JUN JUL AUG SEP OCT NOV DEG JAN FEB MARRAY JUN JUL AUG SEP OCT NOV DEG JAN FEB MARRAY JUN	JAN FEB MAR APR MAY
2025 2026	2023 2024	

#### **CLARIFICATIONS**

August 25, 2021

Pricing for the above-referenced project is based on the referenced documents in Exhibit IV, and the following clarifications.

The intent of the clarifications is to provide a supplemental scope, design and pricing guide. They are included to further the Team's understanding of what is included in the scope of this project based on Allstate/Cauthan JV interpretation of the design intent and shall take precedence over the Contract Documents to meet the proposed estimates for select means, methods, or materials represented in this cost estimate.

#### General

- 1. Insurance and payment & performance bond costs are lump-sum amounts.
- 2. If incurred, deductibles for builder's risk insurance, are not included.
- 3. Builder's risk insurance coverage is not included for existing structures.
- 4. Photographic Documentation (013233) is by owner contracted Multivista.

#### Abatement

- 5. The following quantities of material are included.
  - 470 SF of floor tile and mastic
  - 50 ACM pipe elbows
  - 200 LF of pipe insulation

#### Selective Demolition

6. Removal of structural walls are not included at this time (Note 16 A1.02 typ).

#### Plumbing

7. An allowance of \$4,800 is included to camera existing sewer lines.

Group	Phase	Description	Quantity	Total Cost/Unit	Total Amount
01000.000		GENERAL REQUIREMENTS			
	01310.000	Project Management & Coordination			
		Superintendent	6.00 week	2,596.00 /week	15,576
		Project Manager	3.00 week	3,294.80 /week	9,884
		Project Director	1.00 week	5,200.00 /week	5,200
	<del> </del>	Project Management & Coordination			30,660
	01311.000	Travel & Housing	0.00 week	104.15 Junet	2,425
		Project Vehicles Project Vehicles - Fuel	6.00 week 6.00 week	404.16 /week   138.57 /week	831
	-	Travel & Lodging	1.00 moth	500.00 /mnth	500
		Travel & Housing	7.00		3,750
and the Markettan Co. 1881   M. F. C. Co.	01510.000	Temporary Utilities			
		Cellular Telephone	1.00 mnth	200.00 /mnth	200
-		Temporary Utilities			200
	01523.000	Fleld Office			
		Office Supplies	1.00 mnth	250.02 /mnth	250
	<u> </u>	Field Office			250
	01529.000	Sanltary Facilities			
		Temp Toilets	1.00 mnlh	324.00 /mnth	324 324
	01500 000	Sanitary Facilities			324
	01560.000	Temporary Barriers Temp Fence	1.00 (sum	2,500.00 /lsum	2,500
		Temporary Barriers	1.00 130/11	2,500.00 1150111	2,500
	01580.000	Project Identification	··/		
		Project Sign	1.00 each	2,399.76 /each	2,400
		Project Identification			2,400
		GENERAL REQUIREMENTS			40,091
02000.000		EXISTING CONDITIONS			
02000.000	02250.000	Existing Material Assessment			
		Bird Excrement Removal	1.00 Isum	32,019.00 /lsum	32,019
		Bee Infestation Removal - Not Included	- Isum	0.00 /lsum	0
		Termite Infestation Removal - Not included	- Isum	/isum	
		Existing Material Assessment			32,019
	02260.000	Hazardous Material Testing			
	L	Asbestos Testing - Not Included	- Isum	0.00 /Isum	0
		Lead Testing - Not Included	- Isum	0.00 /lsum 0.00 /lsum	0
	<u> </u>	Mercury & PCB Testing - Not Included  Mold Testing - Not Included	- Isum - Isum	0.00 /Isum	0
	02419.000	Selective Demolition & Abatement	- 130111	0.00 //30/11	
	02470.000	Selective Demolition & Abatement	1.00 Isum	246,610.00 /lsum	246,610
		Abatement Clearance Testing	1.00 Isum	1,500.00 /Isum	1,500
		Lead Abatement - Not Included	Isum	/Isum_	
		Mercury & PCB Abatement - Not Included	Isum	/Isum	
		Mold Remediation - Not Included	lsum	/Isum	
		Selective Demolition & Absternent			248,110
		EXISTING CONDITIONS			280,129
21000.000		FIRE PROTECTION			
	21130,000	Fire Sprinkler System			· · · · · · · · · · · · · · · · · · ·
		Fire Sprinkler System Disconnects for Damo - N/A	- Isum	0.00 /Isum	0
2000.000		PLUMBING			
	22010.000	Plumbing			
		Plumbing Disconnect, Temp Construction Service	1.00 Isum	1,500.00 /Isum	1,500
		Camera Sewer Lines	1.00 Isum	4,800.00 /Isum	4,800
		Plumbing			6,300
		PLUMBING			6,300
23000.000		HVAC			
	23010.000	HVAC			
		HVAC Disconnect, Recover Refrigerants	1.00 Isum	12,000.00 /lsum	12,000
		HVAC			12,000
		HVAC			12,000
26000.000		ELECTRICAL			
	26010.000	Electrical	-i		

Page 2

Group	Phase	Description	Quantity	Total Cost/Unit	Total Amount
	26010.000	Electrical			
		Electrical Disconnect, Temp Construction Service &	1.00 Isum	24,045.00 /Isum	24,045
		Lighting			
		Electrical			24,045
	28310.000	Fire Alarm System			
		Fire Alarm System - Disconnects for Demo	1.00 Isum	1,500.00 /lsum	1,500
		Fire Alarm System			1,500
		ELECTRICAL			25,545

#### **Estimate Totals**

Description	Amount	Totals	Rate
Gen Liability	1,620		0.500 %
Bldrs Risk Insurance - By Owner			
P&P Bond	3,700		
Building Permit Fee - Not Included			
Contingency	18,469		5.000 %
Construction Phase Fee	23,271		6.000 %
Total		411,125	

#### **SECTION 5 – LIST OF DOCUMENTS**

August 25, 2021

1. Drawings and Specifications prepared by Gladwin Vaughn Architecture as referenced below.

Page #	Description	Date
•	Architectural	
A1.02	Basement Floor Plan - Demolition	7/30/2021
A1.12	First Floor Plan - Demolition	7/30/2021
A1.22	Second Floor Plan - Demolition	7/30/2021
A1.32	Third Floor Plan Demolition	7/30/2021
A1.41	Attic Plan - Demolition	7/30/2021
A2.02	Basement Reflective Ceiling Plan - Demolition	7/30/2021
A2.12	First Floor Reflective Ceiling Plan - Demolition	7/30/2021
A2.22	Second Floor Reflective Ceiling Plan - Demolition	7/30/2021
A2.32	Third Floor Reflective Ceiling Plan - Demolition	7/30/2021
	Electrical	
E1.01	Electrical Demolition Plan	7/30/2021
E1.02	Electrical Demolition Plan - Basement, 1st, 2nd & 3rd Floor	7/30/2021
Spec #	Description	Date
орес #	Architectural	
3119	Existing Conditions Information	7/9/2021
3116	Existing Hazardous Material Information	7/9/2021
11000	Summary	7/9/2021
13233	Photographic Documentation	7/9/2021
13591	Historic Treatment Procedures	7/9/2021
15000	Temporary Facilities and Controls	7/9/2021
17300	Execution	7/9/2021
17419	Construction Waste Management and Disposal	7/9/2021
24119	Selective Demolition	7/9/2021
24296	Historic Removal and Dismantling	7/9/2021
28716.13	Bird Excrement Removal	7/9/2021
Appendix A	Asbestos Containing Material Survey	7/9/2021
Appendix B	Lead Based Paint Survey	7/9/2021

# LOWNDES COUNTY BOARD OF COMMISSIONERS COMMISSION AGENDA ITEM

SUBJECT: GMASS Commercial Contract

DATE OF MEETING: September 14, 2021

Work Session/Regular Session

BUDGET IMPACT: \$108,000.00

**FUNDING SOURCE:** 

- (x) Annual
- () Capital
- () N/A
- () SPLOST
- () TSPLOST

#### COUNTY ACTION REQUESTED ON: GMASS COMMERCIAL CONTRACT

HISTORY, FACTS AND ISSUES: The two positions that handle all of the assessment work for Commercial property are vacated due to retirement and relocation. There are no current staff members with the necessary qualification and subject matter expertise to take over the Commercial property assessment duties. The Lowndes County Board of Assessors has approved a contract between the Board of Assessors and GMASS to perform the duties related to the assessment of Commercial property required to submit a Commercial property digest for the Assessors' Office. The contract for services is for three years but can sign on a year by year basis. The cost for the service will be \$108,000.00, for 2022, 2023 & 2024.

OPTIONS: 1. Approve the contract between the Board of Assessors and GMASS

2. Board's Pleasure

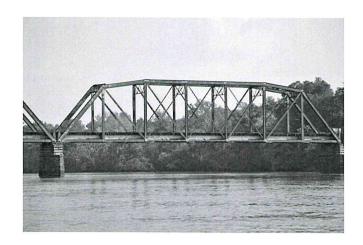
**RECOMMENDED ACTION: Approve** 

<u>DEPARTMENT</u>: Board of Assessors DEPARTMENT HEAD: Lisa Bryant

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

# Georgia Mass Appraisal Solutions & Services, Inc.

www.gmass.net



# PROPOSAL FOR APPRAISAL SERVICES IN LOWNDES COUNTY, GA



Kristi Reese President, GMASS, Inc Georgia Mass Appraisal Services & Solutions, Inc., GMASS, respectfully submits the following bid proposal for Appraisal Maintenance Services in Lowndes County, Georgia.

## Items of Submission:

The services listed below will be provided over a 3 (three) year period through this contract

- Year 1 review 1/3 of commercial/Industrial parcels. (approx. 1,400 parcels)
  - New photos taken
  - New construction measured and transferred to CAMA
  - Review sales for Commercial properties and urban land to determine if any adjustments are warranted.
  - Train county appraiser on commercial property appraisal by having them shadow GMASS appraiser during field reviews.
  - Providing an appraiser and/or project manager to be on-site for 10 days each month.
- Year 2 review 1/3 of commercial/Industrial parcels. (approx. 1,400 parcels)
  - New photos taken
  - New construction measured and transferred to CAMA
  - Review sales for Commercial properties and urban land to determine if any adjustments are warranted.
  - Train county appraiser on commercial property appraisal by having them shadow GMASS appraiser during field reviews.
  - Providing an appraiser and/or project manager to be on-site for 10 days each month.
- Year 3 review final 1/3 of commercial/Industrial parcels. (approx. 1,400 parcels)
  - New photos taken
  - New construction measured and transferred to CAMA
  - Review sales for Commercial properties and urban land to determine if any adjustments are warranted.
  - All commercial and industrial pricing schedules are updated constituting a full revaluation on those property types.
  - Train county appraiser on commercial property appraisal by having them shadow GMASS appraiser during field reviews.
  - Providing an appraiser and/or project manager to be on-site for 10 days each month.

#### Scope of services over a three (3) year period:

- Updated cost schedules and inventoried real property on commercial and industrial properties.
  - Physical field review of commercial and industrial parcels.
  - Field reviews will consist of grading, observed condition and depreciation
  - o A front and back photo of all improvements will be taken
  - Non returned items will be measured and recorded for taxation
- Developing neighborhood adjustments for commercial and industrial property types.
  - Schedules will be based on cost values that when adjusted to local market conditions will produce fair market values.
- Neighborhood and location adjustments and tables will be developed and applied where market conditions dictate.
- Reviewing Commercial and Industrial Urban land schedules to properly value land.
  - These schedules will be developed using methods of lot, front foot, square foot or acreage as deemed appropriate by company and county.
- Documenting work
- Reviewing commercial and industrial sales.
- Data transfer of all collected field data into county's CAMA (WinGAP).
- Review and edit all commercial and industrial data, information and values prior to mailing of assessment notices.
- Generating sales ratio studies for commercial and industrial property types that meet the requirements of the Georgia Department of Revenue and the Lowndes County Board of Assessors.
- Providing an appraiser registered with the Georgia Real Estate Appraiser Board for hearings and appeals review. Ten (10)days included for year one (1). Ten (10) days included for year two (2). 30 days included for year three (3). Any days past 50, a per diem rate applies.

#### Scope of Service (County)

- Provide GMASS with adequate office workspace (table & chairs)
- Provide a computer for remote access using LogMeIn or VPN
- Provide GMASS with one local network connection for laptops to be used when personnel are present in the office
- Provide qualified sales for all property types
- Provide aerial photography or GIS layers for property valuation work

# Cost of Services: 3 year Maintenance (all

## commercial and industrial parcels)

The cost for providing the services above shall be as follows:

Contract amount for year 1 (2022)	\$91,000.00	
Section 42 Appraisal Reports	\$17,000.00	
Contract amount for year 2 (2023)	\$91,000.00	
Section 42 Appraisal Reports	17,000.00	
Contract amount for year 3 (2024)	\$91,000.00	
Section 42 Appraisal Reports	\$17,000.00	
Additional Costs		
Per Diem for Appraiser in Hearings (includes expenses)	\$750.00	
Per Diem for Appraiser for Superior Court	\$1,000.00	

# Cost of Services: Parcel field review (only includes review specified parcels – No schedule updates) Minimum of 100 parcels.

The cost for providing the services above shall be as follows:

Cost for commercial field review	\$50.00/parcel
Cost for Industrial field review	\$100.00/parcel
Additional Costs	
Per Diem for Appraiser in Hearings (includes expenses)	\$750.00
Per Diem for Appraiser for Superior Court	\$1,000.00

# **Company Information:**

Along with references, GMASS, Inc. would like to submit information regarding the company and appraisal work performed in Georgia. GMASS, Inc. was created under an agreement by its current owner Kristi Reese and has been in business for over 12 years. Prior to the formation of GMASS, Kristi had over 15 years of experience serving local governments in the ad valorem tax field. GMASS, Inc. has performed property tax work in over 80 Georgia counties. The GMASS, Inc. staff members have over 150 total years of experience in the appraisal process, GIS and CAMA work. GMASS, Inc. currently has on its staff a retired DOR agent, Gregg Reese, who was responsible for developing and teaching Georgia Certification courses, IV-B: The Appraisal of Rural Land and Timber Regulations. Also, on staff we have Stan King, a certified GIS Analyst. Stan is very knowledgeable with all aspects of GIS and its integration with WinGAP. Mark Loyd, former Training Instructor for the Georgia Department of Revenue and has brought with him years of experience with Georgia tax law. Tracy Thomas and Mark Lovett, both former DOR instructors, joined our staff in November of 2019 to fully complete our team.

Georgia Mass Appraisal Solutions and Services, Inc. (GMASS, Inc.)

P.O. Box 67

Norwood, GA 30821

Kristi S. Reese, President

(706) 339-4396

# **Completed Contracts during last 5 Years:**

County Name	Address	Telephone	Contact
Oglethorpe	P O Box 136	706-743-5166	Kem Caldwell
	Lexington GA 30648		
Crisp	210 S 7 <sup>th</sup> St	229-276-2635	Sean Sammons
	Room 301		
	Cordele GA 31015		
Gordon	P O Box 533	706-629-6812	Dana Burch
	Calhoun GA 30703		
Jeff Davis	P O Box 609	912-375-6624	Kathy Yawn
	Hazlehurst GA		1967
	31539		
Liberty	P O Box 829	912-876-2823	Glenda Roberts
	Hinesville GA 31310		
Hall	P O Box 2895	770-531-6720	Steve Watson
	Gainesville GA		
-	30503		
Telfair	128 E Oak St	229-868-2896	Nette McLean
	Suite 9		
	McRae GA 31055		
Burke	P.O. Box 46	706-554-2607	Philip Wren
	Waynesboro, GA		
-	30830		
Coweta	37 Perry Street	770-254-2680	Dean Henson
	Newnan, GA 30263		
Talbot	38 South Jefferson	706-665-3377	Lauren Harbin
	Street, Talbotton, GA		
	31827		
Carroll	423 College Street	770-830-5212	Hubert Sparks
_	Carrollton, GA 30117		
Towns	48 River Street, Suite	706-836-2276	Sonya Young
	F, Hiawassee, GA		
	30546		

# **County Contracts in Progress:**

## **CLIENT REFERENCES**

County	Contact	Phone #	Job/Time frame
Union	Susie Phillips	706-439-6018	Full Revaluation
Hall	Steve Watson	770-531-6720	Comm Reval-Ongoing Maintenance 2016-Current
Haralson	Sandra Tant	770-646-2022	Rural land Schedules-GIS Mapping - 2016-current
Carroll	Hubert Sparks	770-830-5212	Contracted Comm. Appraiser-Revaluation 2016-Current
Gordon	Dana Burch	706-629-6812	Contracted Appraiser-GIS Mapping -2018-Current
Whitfield	Ashley O'Donald	706-275-7410	Contracted Appraisal Services - 2017-Current
Emanuel	Darryl Gray	478-237-1222	Contracted Appraisal Services - 2018-current
McIntosh	Keith Payne	912-437-6663	Appraisal Maintenance 2012- current
Charlton	Laurie Thomas	912-496-4645	Appraisal Maintenance 2020-2022

# **Personnel Resumes:**

Gregg Reese 5040 Ridge Rd Norwood GA 30821

#### Objective:

Assist local jurisdictions in the equalization of their tax bases.

#### **EDUCATION:**

GEORGIA DEPARTMENT OF REVENUE APPRAISER CERTIFICATION COURSES

- 1. COURSE I
- 2. COURSE II
- 3. COURSE IV

GEORGIA INSTITUTE OF TECHNOLOGY – BS IN TEXTILE MANAGEMENT WARREN COUNTY HIGH SCHOOL

#### QUALIFICATIONS:

I hold the designation of a property Appraiser IV by the Department of Revenue.

Since retirement from DOR in August, 2012, I have completed 4 rural land revaluations for counties and assisted in other revaluations being conducted by K&G Consulting Services, LLC.

I was the lead developer/designer for WinGAP, the predominate CAMA in Georgia counties, during my tenure with the Georgia Department of Revenue. During my time with DOR, I, also, developed and provided instruction for 6 Georgia Certification Courses for WinGAP and two appraisal courses, Course IV-B, Valuation of Rural Land, and Timber Regulations. I have taught the DOR GCP course, Course IV-A, Valuation of Urban Land.

From 1976-1981, I held the position of Chief Appraiser in Warren County, where I conducted a county-wide revaluation.

#### **POSITIONS HELD:**

- K&G Consulting Services, LLC President (2012 to present)
   Department of Revenue Business Analyst Supervisor (2006 2012)
   Department of Revenue Principal Property Tax Appraiser (1981 2006)
   Warren County Chief Appraiser (1976-1981)

Kristi Reese

5040 Ridge Rd

Norwood GA 30821

G.R.E.A.B. Registered Appraiser # 7079

**Carroll County** 

Tax Assessors Office

1989-1996

Reese & Associates

Self Employed

1997-2008

#### **Taliaferro County**

**Contract Chief Appraiser** 

1998 - 2004

2009-2011

#### Wilkes County

Contract Asst. Chief Appraiser -2007

GMASS Inc. 2008-present

Self Employed

#### **Appraisal Education**

90 Hours pre certification GREAB # 7079

300 Hours continuing education GREAB

#### **Reference Counties**

Hart, Camden, Gordon, Gilmer, Jones, Taliaferro, Oglethorpe, Emanuel, Franklin, Terrell, Quitman, Randolph, Laurens, Telfair, Elbert, Dooly, Wheeler, Long, Jeff Davis, Montgomery, Taylor, Wilkinson, Jefferson, Schley, McIntosh, Tift, Washington, Lee, Wilkes

# Howard Stanley King, Jr.

#### Work History

1994-1997 Forsyth County Cumming, GA

#### Field Appraiser

Data collection and entry of new construction.

Appraise subdivisions.

Assisted appraiser supervisors in any other activities.

1997-1999 Dawson County Dawsonville, GA

#### Field Appraiser

Assisted in the completion of a total county wide revaluation.

Built CAMA schedules and tables for WinGAP.

Defend values to the Board of Equalization.

1999-2000 Blacks Mill Group, Inc. Dawsonville, GA

#### **Project Manager**

Organize county revaluations.

Manage Appraisal Staff.

Set up and install networks.

Data base management and CAMA operations.

2000-2002 Dawson County Dawsonville, GA

#### **Deputy Chief Appraiser**

Maintain office network.

Help convert and build WinGAP schedules and tables.

Manage field staff and data entry clerks.

2002-2003 McCormick Consulting, Inc. Dawsonville, GA

#### Project Manager

Organize county revaluations.

Set up and install Networks.

Data base management and CAMA operations.

Reports and program building using FoxPro

GIS manager

Public Speaking

2003 - Current H.S. King, Inc. Dawsonville, GA

#### Owner

Contracting with counties and other firms in county consulting services.

Organize county revaluations.

Set up and install LAN and wireless networks.

Data base management and CAMA (computer assisted mass appraisal) operations

GIS~CAMA integrations

Online support/maintenance

Public Speaking

Contract Chief Appraiser

GREAB #: 324802

2009 - 2011 Gilmer County Ellijay, GA

#### **Deputy Chief Appraiser**

Manage Appraisal Staff.

Organize county revaluations annually.

Qualify sales.

All Commercial, Industrial, and complex appraisals.

Review all final sales ratio studies for all classes of property.

Defend values in appeals to BOE, Arbitration, Mediation, and Superior Court.

Maintain and Submit Digest annually.

GIS manager.

**GAAO** Commercial Committee

2011 – GMASS, INC Norwood, GA
COO, Project Manager
Manage Appraisal Staff.
Organize and manage multiple revaluation projects.
Perform Residential, Commercial, Industrial, and complex appraisals.
Defend values in appeals to BOE, Arbitration, Mediation, and Superior Court.

# Mark M. Lovett

501 S. Victory Dr. Waynesboro, GA 30830 • 706-338-4228 • mmcflovett@gmail.com

#### **Summary of Qualifications**

- Digest Compliance auditor with seven years of Department of Revenue experience.
- Department of Revenue Timberland and Rural land instructor.
- Georgia Department of Revenue Certified Appraiser III.
- Geographic Information Systems (GIS) and SQL Server analyst.
- WinGAP Computer Assisted Mass Appraisal system technician and instructor.

#### **Professional Experience**

Georgia Department of Revenue Compliance Specialist Georgia Department of Revenue Appraiser III, June 2011–Present

- Audit county tax digests through a three year rotational process and provide guidance to county Board of Assessors
- Develop, maintain (through state legislative updates), and instruct county appraisal staff and Board of Assessor members course material relevant to the ad valorem tax process using Official Code of Georgia title 48 and Georgia Department of Revenue Rules and Regulations (Appraisal Procedure Manual)
- Assist in drafting and amending Georgia Department of Revenue Rules and Regulations (Appraisal Procedure Manual)
- Appraise property designated as Public Utility property throughout the state of Georgia
- Incorporate GIS and SQL Server analysis into appraisal projects utilized by the Department of Revenue
- Provide weekly technical support to county appraisal staff utilizing the WinGAP Computer Assisted Mass Appraisal system
- Responsible for the Conservation Use Market study used in the development of an annual table of values for the Conservation Use and Forest Land Protection Act covenants
- Audit Forestland Protection Act Covenants for data entry and recording accuracy

#### Greene County Board of Assessors (Greensboro, Georgia) Appraiser III, April 2003–June 2011

- Maintained Mylar and GIS parcel maps
- Created, through use of GPS technology, the county's first GIS address coverage
- Appraised all real property digest classifications of property including Residential, Commercial, Agricultural
- Appointed secretary to the Board of Assessors from 2009-2011
- Assisted the Chief Appraiser in the development of all real property schedules and tables used in appraising all real property classifications.
- Represented the Board of Assessors in appeal hearings before the county Board of Equalization

#### Education

Bachelor of Science, 2000. Georgia College and State University, Milledgeville, Georgia.

#### **Skills**

- Extensive computer skills including ESRI, Manifold, and Bentley Microstation software; WinGAP software; SQL Server 2008, 2008R2, 2012, and 2016 software; highly proficient in MS Word, Excel, and Power Point
- Highly motivated and a self-starter; able to multi-task; very organized and prepared

## Derek Brewer

GREAB # 304597

Work History

2007-2011 Gilmer County Ellijay, GA
Appraiser
Data collection and entry of commercial and residential property
Appraise rural and urban land.
Assisted in the completion of a total county wide revaluation.
Built CAMA schedules and tables for WinGAP.

2011- Present GMASS, INC. Norwood, GA Appraiser
Defend values to the Board of Equalization.
Discover and correct taxing irregularities
Appraise rural and urban land.
Assist project manager in any other activities.

Defend values to the Board of Equalization.

#### Education/Experience

I have been a registered appraiser with the Georgia Real Estate Appraisers Board since 2006 and also received an Appraiser II designation from the Georgia Department of Revenue in 2008. Since 2006 I have taken numerous continuing education courses with both the Georgia Department of Revenue and with the Georgia Real Estate Appraisers Board.

Contact Derek Brewer 38 Walnut Ridge Ln. Ellijay, GA 30540

#### Joseph David (Joe) Wright

**OBJECTIVE:** 

I look forward to continuing to seek work in the field of property tax administration, appraisal and audits through the proposals and contracts as a consultant to the Tax Assessors Office. We can modify our services to accommodate the needs specific to the task at hand where previous work experience and qualifications will be applicable.

QUALIFICATIONS:

Management: Monitor and maintain pertinent records...Assess needs and establish work priorities...Control inventory; balance cash and accounts receivable...Assure satisfaction and compliance with regulations.

**Personnel:** Maintain harmonious working conditions with diverse personnel...Promote team performance.

Research/Investigation: Able to conduct diligent searches of probable accounts...Skilled and creative in adjusting to new methods in light of new facts and equipment.

**EXPERIENCE:** 

2016 - Current

Georgia Mass Appraisal Solutions & Services

Norwood, Georgia

Project Manager/Field Appraiser

We offer a unique service to local governments in Georgia through contracts for assistance with the Board of Assessors. We pride ourselves in providing any kind of services needed in the tax assessor's office, through our business model and partnerships that we have established. We ensure compliance and satisfaction in the delivery of the finished product.

August 2012 - Current MW Consulting & Associates LLC Sycamore, Georgia

Owner/Operator

Serve as the contract chief appraiser in Schley County and Webster County.

July 2008 - June 2017 Lee County Board of Assessors

Leesburg, Georgia

Chief Appraiser

Responsible for the duties of the chief appraiser position including the day to day operation and management of the office and appraisal staff, the successful completion of the annual tax digest, the annual budget for the department and ensuring and maintaining compliance with all state laws and regulations.

Mar 2007 - June 2008 Georgia Department of Revenue, Local Government Services

Atlanta, Georgia

Property Tax Appraiser

Responsible for the southwest territory consisting of twenty-five counties, including providing support and assistance to the tax assessor's offices within the territory, completing digest reviews and public utility appraisal work on an annual basis. I also was an instructor in the Georgia Certification Program, as well as a technical support agent for WinGAP.

Mar 2002 - Mar 2007

**Turner County Board of Assessors** 

Ashburn, Georgia

Chief Appraiser

Responsible for the duties of the chief appraiser position including the day to day operation and management of the office and appraisal staff, the successful completion of the annual tax digest, the annual budget for the department and ensuring and maintaining compliance with all state laws and regulations.

Sept 1998 - Mar 2002

Berrien County Board of Assessors

Nashville, Georgia

Field Appraiser

Responsible for all types of real property appraisals, researching and qualifying deeds, mapping, assisting in an ongoing reevaluation, sales

ratio studies and analysis, hearing appeals from taxpayers, and any other responsibility that may arise as an employee of the tax assessor's office.

#### **EDUCATION:**

Ben Hill-Irwin Technical Institute

Fitzgerald, Georgia

Industrial Maintenance Technology

1995, No Diploma

Abraham Baldwin Agricultural College

Tifton, Georgia

Major, Undecided

1990 - 1993, No Diploma (45 credit hours)

Tift County High School

Tifton, Georgia

1992, Diploma

#### **ACHIEVEMENTS:**

Honor Graduate: Graduated in the top ten percent of my graduating class.

(25th out of approximately 400)

President of Key Club 1990-1992.

Tift County High Marching Brigade Section Leader 1991-1992.

Member of Beta Club 1990 - 1992.

Member of Joint Enrollment Program TCHS/ABAC 1990-1992. (Allowing

me to begin college as a high school junior).

Appraiser I Designation - 1997

Appraiser II Designation - 1997

Appraiser III Designation - 2002

Appraiser IV Designation - 2009

Georgia Real Estate Appraiser's Board - 2018

#### State Registered Real Property Appraiser

Nette McLean

Office (229) 868-2896

**Beth Harding** 

Heather Harden

Office (229) 467-2428

# R. KEVIN STAPLER 1350 HILLCREST ROAD BOWDON, GEORGIA 30108

G.R.E.A.B. Registered Appraiser

#### **Positions Held**

United States Air Force

1985-1989

#### **Carroll County**

Tax Assessors Office

1990-1993

**Carroll County Airport Authority** 

Manager

1993-1996

#### **Douglas County**

Tax Assessors Office

1996-1998

#### Kingsbridge Industrial

Owner/Operator

1998-2013

GMASS, Inc

**Appraiser** 

2013-Present

#### **Appraisal Education**

90 Hours pre certification GREAB # 357652

#### **QUALIFICATIONS:**

I hold a certification as a registered appraiser with the Georgia Real Estate Appraisers Board.

While enlisted in the U.S. Air Force I learned many life skills that are necessary to perform well in my work ethics as well as my personal life. I have also completed many property tax revaluations for counties during my previous jobs with counties and with K&G Consulting Services, LLC . During these re-evaluations I have represented the county in many Board of Equalization hearings and resolved appeals for the Board of Assessors.

Reference Counties Carroll, Douglas, Coweta, Hall

# Additional Appraisers – years with GMASS Inc.

- Josh Stapler -10 years GREAB # 352728
- Andy Garrison -10 years GREAB # 328254
- Erick Garrison 6 years GREAB #328255
- Tameron Gayton -6 years GREAB # 372163
- Nathan Vaughan 6 years GREAB #370818
- Kevin Murphy -5 years GREAB #369766
- Linsey May 4 years GREAB # 383452
- Stevie Rich 4 Years GREAB #388465

# Conflict of Interest & Authorized Signature:

I, Kristi Reese, as Chief Financial Officer of GMASS do state that there are no circumstances that create conflict of interest in performing the services of this contract.

I, also, state that I am authorized to submit this proposal for GMASS.

Kristi Reese

GMASS, President & CFO

# Contract for Services County of Lowndes State of Georgia

THIS CONTRACT AND AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_\_ 2021, by and between LOWNDES COUNTY, GEORGIA, a political subdivision of the state of Georgia, acting by and through its Board of Tax Assessors (herein, the "County") and Georgia Mass Appraisal Solutions and Services Inc, (G.M.A.S.S.) (herein the "Company") for the purposes of providing appraisal services as more defined below.

The services listed below will be provided over a 3 (three) year period through this contract

- Year 1 review 1/3 of commercial/Industrial parcels. (approx. 1,400 parcels)
  - New photos taken
  - New construction measured and transferred to CAMA
  - Review sales for Commercial properties and urban land to determine if any adjustments are warranted.
  - Train county appraiser on commercial property appraisal by having them shadow GMASS appraiser during field reviews.
  - Providing an appraiser and/or project manager to be on-site for 10 days each month.
- Year 2 review 1/3 of commercial/Industrial parcels. (approx. 1,400 parcels)
  - New photos taken
  - New construction measured and transferred to CAMA
  - Review sales for Commercial properties and urban land to determine if any adjustments are warranted.
  - Train county appraiser on commercial property appraisal by having them shadow GMASS appraiser during field reviews.
  - Providing an appraiser and/or project manager to be on-site for 10 days each month.
- Year 3 review final 1/3 of commercial/Industrial parcels. (approx. 1,400 parcels)
  - New photos taken
  - o New construction measured and transferred to CAMA
  - Review sales for Commercial properties and urban land to determine if any adjustments are warranted.
  - All commercial and industrial pricing schedules are updated constituting a full revaluation on those property types.
  - Train county appraiser on commercial property appraisal by having them shadow GMASS appraiser during field reviews.
  - Providing an appraiser and/or project manager to be on-site for 10 days each month.

#### Scope of services over a three (3) year period:

- Updated cost schedules and inventoried real property on commercial and industrial properties.
  - Physical field review of commercial and industrial parcels.
  - Field reviews will consist of grading, observed condition and depreciation
  - A front and back photo of all improvements will be taken
  - Non returned items will be measured and recorded for taxation
- Developing neighborhood adjustments for commercial and industrial property types.
  - Schedules will be based on cost values that when adjusted to local market conditions will produce fair market values.
- Neighborhood and location adjustments and tables will be developed and applied where market conditions dictate.
- Reviewing Commercial and Industrial Urban land schedules to properly value land.
  - These schedules will be developed using methods of lot, front foot, square foot or acreage as deemed appropriate by company and county.
- Documenting work
- Reviewing commercial and industrial sales.
- Data transfer of all collected field data into county's CAMA (WinGAP).
- Review and edit all commercial and industrial data, information and values prior to mailing of assessment notices.
- Generating sales ratio studies for commercial and industrial property types that meet the requirements of the Georgia Department of Revenue and the Lowndes County Board of Assessors.
- Providing an appraiser registered with the Georgia Real Estate Appraiser Board for hearings and appeals review. 5 days included for year one (1) and two (2). 15 days included for year three (3). Any days above a per diem rate applies.

#### Scope of Service (County)

- Provide GMASS with adequate office workspace (table & chairs)
- Provide a computer for remote access using LogMeIn or VPN
- Provide GMASS with one local network connection for laptops to be used when personnel are present in the office
- Provide qualified sales for all property types
- Provide aerial photography or GIS layers for property valuation work

# Cost of Services: 3 year Maintenance (all

## commercial and industrial parcels)

The cost for providing the services above shall be as follows:

Contract amount for year 1 (2022)	\$84,000.00
Contract amount for year 2 (2023)	\$84,000.00
Contract amount for year 3 (2024)	\$84,000.00
Additional Costs	
Per Diem for Appraiser in Hearings (includes expenses)	\$750.00
Per Diem for Appraiser for Superior Court	\$1,000.00

# Cost of Services: Parcel field review (only includes review specified parcels – No schedule updates) Minimum of 100 parcels.

The cost for providing the services above shall be as follows:

Cost for commercial field review	\$50.00/parcel
Cost for Industrial field review	\$100.00/parcel
Additional Costs	
Per Diem for Appraiser in Hearings (includes expenses)	\$750.00
Per Diem for Appraiser for Superior Court	\$1,000.00

Termination in General:	The County or the company may terminate this contract with a 30-day
written notice to the respective	party.

**Invoices:** Invoice will be submitted for 12 months beginning the month after work begins. All invoices will be submitted to the Board of Assessors for approval. Invoices are net 30 days, after 30 days interest (1.5 %) will be added to all late payments.

X	X
For LOWNDES COUNTY	For GMASS