

Council Members

R. Gary Allen
Charmaine Crabb

Travis L. Chambers
Glenn Davis

Byron Hickey
Bruce Huff

R. Walker Garrett
Toyia Tucker

Judy W. Thomas
Joanne Cogle

Clerk of Council
Sandra T. Davis



Council Chambers
C. E. "Red" McDaniel City Services Center- Second Floor
3111 Citizens Way, Columbus, GA 31906

September 10, 2024
9:00 AM
Regular Meeting

MAYOR'S AGENDA

CALL TO ORDER: Mayor B. H. "Skip" Henderson, III, Presiding

INVOCATION: Offered by Pastor Wayne Anthony, St. Peter UMC of Columbus, Georgia

PLEDGE OF ALLEGIANCE: Led by Mayor Henderson

MINUTES

1. Approval of minutes for the August 27, 2024 Council Meeting and Executive Session.

PROCLAMATIONS:

2. **Proclamation:** Public Safety Week

Receiving: Wayne Anthony, St. Peter UMC of Columbus, Georgia

3. **Proclamation:** Big Brothers Big Sisters Month

Receiving: Erin D. Griffin, Regional Program Manager

4. **Proclamation:** Childhood Cancer Awareness Month

Receiving: Kathleen McRae

- 5. **Proclamation:** Hispanic Heritage Month
 Receiving: Natalie Bouyett, Community Reinvestment

- 6. **Proclamation:** Constitution Week
 Receiving: Julie Hobbs, Daughters of the American Revolution

PRESENTATION:

- 7. Board of Assessors Update (Presented by Suzanne Widenhouse- Chief Appraiser)

CITY ATTORNEY’S AGENDA

ORDINANCES

- 1. **2nd Reading-** REZN-05-24-0918: An ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a district located at **1953 7th Avenue** (parcel # 016-025-001) from Residential Office (RO) Zoning District to General Commercial (GC) Zoning District with Conditions. (Planning Department Recommends Approval with conditions. PAC recommends denial.) (as amended by substitute 9-10-24) (Councilor Cogle)

- 2. **1st Reading-** REZN-07-24-1562: An ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a district located at **5710 Warm Springs Road** (parcel # 101-031-003) from Neighborhood Commercial (NC) Zoning District to General Commercial (GC) Zoning District with conditions. (Planning Department and PAC recommend conditional approval) (Mayor Pro-Tem)

- 3. **1st Reading-** An ordinance providing for the demolition of various structures located at:
 - 1) 1119 37th Street (168 ADELIN AVE LLC, Owner)
 - 2) 1821 St. Elmo Drive (AMY M OURSO & ROBERT BRADFORD BICKERSTAFF II, Owner)
 - 3) 2734 Mimosa Street (WILLIE J. PASSMORE, Owner)
 - 4) 2935 Schaul Street (GLEN E. HEINZELMAN, Owner)
 - 5) 4207 Bellamy Street (GREEN PRIOR LEWIS, JR., Owner)
 - 6) 4245 Meritas Drive (JERAQUIS CHANEY, Owner)
 - 7) 4703 Connor Road (YAUNITA ARRINGTON, Owner)
 - 8) 245 Robert E. Lee Drive (CORTEZ TAYLOR, JR., Owner)

and for demolition services for the Inspections and Code Department in accordance with the attached Tabulation of Bid sheet. (Mayor Pro-Tem)

- 4. 1st Reading-** An ordinance amending the procurement ordinance, Section 2-3.03 of the Columbus Code, to revise procurement purchasing limits; and for other purposes. (Councilor Tucker)
- 5. 1st Reading-** An ordinance amending Section 2-298(b) of the Columbus Code to allow members of the Liberty Theatre & Cultural Arts Center Advisory Board to serve on more than one Council appointed board; and for other purposes. (Councilor Thomas)

RESOLUTIONS

- 6.** A resolution authorizing execution of Federal Aviation Administration Grant Airport Improvement Program (AIP) runway improvement. GRANT NO. 3-13-0035-062-2024 (Request of Columbus Airport Commission)
- 7.** A resolution authorizing execution of Federal Aviation Administration Grant Airport Improvement Program (AIP) equipment. GRANT NO. 3-13-0035-061-2024 (Request of Columbus Airport Commission)
- 8.** A resolution approving a Mutual Aid Agreement between the Columbus Fire and EMS Department and the Columbus Airport Commission for the provision of emergency services. (Request of the Columbus Airport Commission)

PUBLIC AGENDA

1. Rev. Lynn Meadows-White, representing The Methodist Children's Home, Re: Information on the new Foster Child Success Tax Credit.
2. Mr. Marvin Broadwater, Sr., Re: Treatment of private citizens.
3. Rev. Johnny Flakes, III, representing IMA, Re: Ethics.
4. Ms. Theresa El-Amin, Re: Lame Duck Politicians and Term Limits.
5. Mrs. Stacy McDowell, Re: Animal control procedures.
6. Mrs. Sandy Gunnels, Re: Hiring Practices at CCG.

CITY MANAGER'S AGENDA

1. FY 2025 Georgia Department of Transportation – Transportation Planning Contract

Approval is requested to execute a contract with the Georgia Department of Transportation for Financial Assistance to carry out the FY 2025 Transportation Planning Work Activities of the Columbus-Phenix City Transportation Study (C-PCTS) and to amend the Multi-Governmental Fund by the amount of the contract and local match. This is an annual contract with the Georgia Department of Transportation and the Federal Highway Administration which will require a 20% match of 84,787.30.

2. FY 2025 Georgia Department of Transportation – Y410 Funds - Transportation Planning Contract

Approval is requested to authorize the execution of a contract with the Georgia Department of Transportation for Financial Assistance to carry out the FY 2025 Y410 Planning funds for Safe & Accessible Transportation Options - (H.R. 3684 - Sect, 11206), as outlined in the Infrastructure Investment and Jobs Act (IIJA). This funding is required to be included in the Transportation Planning Work Activities of the Columbus-Phenix City Transportation Study (C-PCTS). The Y410 Transportation planning funds in the amount of \$8,696.12 is requested in the form of a contract with the Georgia Department of Transportation and to amend the Multi-Governmental Fund by the amount awarded. This is a five-year annual contract with the Georgia Department of Transportation and the Federal Highway Administration which began in FY 2023 and will conclude in FY 2027, as outlined in the IIJA. This will require the creation of a new budget by the Finance Department.

3. TIA 1 Agreement for METRA

Approval is requested to execute and enter into a contractual agreement with the Georgia Department of Transportation (GDOT) to receive TIA 1 funds available in METRA project PI# 0011435 in the amount of \$3,500,000 or as otherwise made available in a supplemental agreement with GDOT. This agreement is drafted and proposed by GDOT.

4. American Rescue Plan – Public Safety Project Reallocation

Approval is requested to authorize the reallocation of available American Rescue Plan funding to the Fire/EMS Department for one ambulance and Fire/EMS Mobile Integrated Healthcare Program for \$545,145.90 and Columbus Police Department IBIS coverage for \$7,297 and Columbus Police Department equipment for \$292,703.

5. American Rescue Plan – Project Reallocation

Approval is requested to authorize the reallocation of available American Rescue Plan funding to the Liberty Theatre HVAC project for \$600,000 for a total allocation of \$950k and the Trade Center HVAC project for \$350,000 for a total allocation of \$2.6 million and to authorize an additional \$600k from the General Fund Reserves for the HARP program.

6. Inclement Weather Policy for Pools

Approval is requested to accept the attached policy as the applicable policy for all public pools operated by the City.

7. Retiree Health Insurance Plan

Approval is requested to authorize the renewal of the Medicare-eligible healthcare plan benefits and the United Healthcare Medicare Advantage plan.

8. FY2025 Exigent Vehicle Purchases

Approval is requested, due to on-going supply chain issues, to make “off the lot” vehicle purchases for vehicles that have been approved as part of the budget for FY25, with the exception of vehicles purchased using federal funds, that have been either directly awarded or passed through another entity to CCG.

9. Donations Accepted on Behalf of Greenpower Racing Program

Approval is requested to accept any and all cash and in-kind donations to the Columbus Parks and Recreation Department on behalf of the Greenpower Racing program for Fiscal Year 2025 and 2026, ending on June 30, 2026.

10. Columbus Police Department: Donations

Approval is requested to accept a donation of \$2,000 for sponsorship of the Columbus Police Department’s 2nd annual Family Fun Day and other employee activities and a donation of \$100 to support the recently created Heritage Center of the Columbus Police Department.

11. PURCHASES

- A.** One (1) 2024 Ford Explorer for Parks and Recreation – Georgia Statewide Contract Cooperative Purchase
- B.** Sixteen (16) John Deere Zero Turn Mowers for Parks and Recreation – Georgia Statewide Contract Cooperative Purchase
- C.** CISCO Smartnet Software Maintenance Renewal for Information Technology – Georgia Statewide Contract Cooperative Purchase
- D.** Provision and Installation of Playground Equipment at Charlie Hill Park – Sourcewell Cooperative Contract Purchase
- E.** Provision and Installation of Playground Equipment at Lakebottom Park – Sourcewell Cooperative Contract Purchase
- F.** Provision and Installation of Playground Equipment at Boxwood Park – Sourcewell Cooperative Contract Purchase

- G. Outdoor Speakers with Accessories for the Civic Center – OMNIA Partners Cooperative Contract Purchase
- H. Tables and Table Truck Carts for the Civic Center – BuyBoard Cooperative Contract Purchase
- I. Additional Telescopic Seating for the Civic Center Arena Bowl – Sourcewell Cooperative Contract Purchase
- J. Provision and Installation of Outdoor Stage, Deck and Handrail for the Civic Center – OMNIA Partners Cooperative Contract Purchase
- K. Repair of Bulldozer (Vehicle # 11300) for Public Works
- L. Repair of Bulldozer (Vehicle # 11554) for Public Works
- M. Automatic External Defibrillators (AED) and Accessories for Risk Management (Annual Contract)– BuyBoard Cooperative Purchase
- N. On-Call Services for Installation or Replacement of Storm Sewer/Combined Sewer Systems (Annual Contract) – RFP No. 23-0035
- O. Multi-Purpose Dog Handler Packages (Annual Contract) – RFP No. 24-0018

12. UPDATES AND PRESENTATIONS

- A. FY24 Budget Update Sheriff’s Office – Greg Countryman, Sheriff, Sheriff’s Office
- B. Sign Ordinance Enforcement Update – Ryan Pruett, Director, Inspections & Code
- C. Columbus Animal Control & Care Center Update – Drale Short, Director, Public Works

BID ADVERTISEMENT

DATE: September 10, 2024

SUBJECT: Advertised Bids/RFPs/RFQs

September 11, 2024

1. Liberty Theater Re-Roofing Project – RFB No. 25-0003
Scope of Bid

Provide all labor, equipment and materials to remove the existing roof at the Liberty Theater and install a new fully-adhered Colonial Red FiberTite KEE fleeceback roof system (or equal), in full compliance with the project manual.

September 13, 2024

1. Auditing Services (Annual Contract) – RFP No. 25-0006

Scope of RFP

Columbus Consolidated Government is requesting proposals to establish a contract for the professional services of a Certified Public Accountant for financial and compliance audits. The contract will be for five consecutive fiscal years beginning with the fiscal year ending June 30, 2025, and ending with the fiscal year ending June 30, 2029, with an option to renew for five additional twelve-month periods.

September 20, 2024

1. Consulting Services for Recycling Center – RFP No. 25-0009

Scope of RFP

The Consolidated Government of Columbus, Georgia (the City) invites qualified and interested individuals or firms to provide consulting services to perform a needs assessment/recommendation. The consultant will assist with the purchasing of equipment, technology and the writing of specifications for these and other management services pertaining to the efficient operations of the City’s Recycling Facility, To include the processing, sales, marketing of the single stream recycling materials.

2. Bullet Recovery System for the Police Department – RFP No. 25-0010

Scope of RFP

The Consolidated Government of Columbus, Georgia (the City) invites qualified and interested parties to furnish and install one Bullet Recovery System for use in forensic firearms examinations for the Columbus Police Department.

On Hold

1. Comprehensive Inmate Healthcare Services for Muscogee County Jail (Annual Contract) – RFP No. 25-0005

Scope of RFP

Columbus Consolidated Government, on behalf of the Muscogee County Sheriff’s Office, is seeking proposals for the provision of healthcare services for offenders incarcerated at the Muscogee County Jail. The requested services consist of medical, dental, and mental health, as well as healthcare personnel. Medical services include but are not limited to x-ray, laboratory, and prescription drug services for a rated capacity of 1069 inmates.

The term of this contract will be for two (2) years, with the option to renew for three (3) additional twelve-month periods.

REFERRALS:

[Referrals](#) 9.10.24

CLERK OF COUNCIL'S AGENDA

ENCLOSURES - ACTION REQUESTED

1. RESOLUTION - A resolution excusing Councilor Byron Hickey from the September 10, 2024 Council Meeting.
2. RESOLUTION - A resolution excusing Councilor R. Walker Garrett from the September 10, 2024 Council Meeting. **(Add-On)**
3. Travel Authorization Request for Councilor Tucker to attend the 2024 GARC Annual Conference in St. Simons Island, Georgia.
4. Email Correspondence from Emma Kimbrel, Board Secretary for the Community Development Advisory Council, requesting that the seats of Mr. Armando Fernandez (Mayor's Appointment) and Tamika McKenzie (Mayor's Appointment) be declared vacant due to a lack of attendance.
5. Email Correspondence from Jeremy Cummings resigning from his seat on the Tree Board.
6. **Minutes of the following boards:**

Board of Tax Assessors, #29-24

Board of Zoning Appeals, May 1, June 5, and July 5, 2024

Columbus Golf Course Authority, August 20, 2024

Columbus Ironworks Convention & Trade Center Authority, June 27, 2024

Convention & Visitors Board of Commissioners, June 20, 2024

Hospital Authority of Columbus, June 25, and July 30, 2024

Keep Columbus Beautiful Commission, April 11, 2024

Retirees' Health Benefits Committee, November 15, 2023, February 21, and May 15, 2024

BOARD APPOINTMENTS - ACTION REQUESTED

7. **MAYOR'S APPOINTMENTS- ANY NOMINATIONS MAY BE CONFIRMED FOR THIS MEETING:**

A. **COLUMBUS IRONWORKS CONVENTION & TRADE CENTER AUTHORITY:**

S. Carson Cummings

(Mayor's Appointment)

Not Eligible to succeed

Term Expires: October 24, 2024

The terms are three years. Board meets bi-monthly.

Women: 1

Senatorial District 15: 1

Senatorial District 29: 4

8. **COUNCIL APPOINTMENTS- READY FOR CONFIRMATION:**

A. **ANIMAL CONTROL ADVISORY BOARD:** Ms. Karen Gaskin was nominated to succeed Ms. Channon Emery. *(Councilor Hickey's nominee)* Term expires: October 15, 2026

B. **BOARD OF TAX ASSESSORS:** Mr. John Anker was nominated to fill the unexpired term of the late Mr. Todd Hammonds. *(Councilor Crabb's nominee)* Term expires: December 31, 2029

9. **COUNCIL APPOINTMENTS- ANY NOMINATIONS WOULD BE LISTED FOR THE NEXT MEETING:**

A. **ANIMAL CONTROL ADVISORY BOARD:**

Sabine Stull

(Animal Rescue Representative)

Not Eligible to succeed

Term Expired: April 11, 2024

Open for Recommendation

by Animal Rescue

(Council's Appointment)

Nancy Anderson

(Resigned)

Term Expires: October 15, 2025

Open for Nominations
(Council's Appointment)

These are two-year terms. Board meets as needed.

Women: 6

Senatorial District 15: 3

Senatorial District 29: 3

The City of Columbus strives to provide accessibility to individuals with disabilities and who require certain accommodations in order to allow them to observe and/or participate in this meeting. If assistance is needed regarding the accessibility of the meeting or the facilities, individuals may contact the Mayor's Commission for Persons with Disabilities at 706-653-4492 promptly to allow the City Government to make reasonable accommodations for those persons.

File Attachments for Item:

1. Approval of minutes for the August 27, 2024 Council Meeting and Executive Session.

COUNCIL OF COLUMBUS, GEORGIA
CITY COUNCIL MEETING
MINUTES

Council Chambers
C. E. “Red” McDaniel City Services Center- Second Floor
311 Citizens Way, Columbus, GA 31906

August 27, 2024
5:30 PM
Regular Meeting

MAYOR’S A G E N D A

PRESENT: Mayor B. H. “Skip” Henderson, III and Mayor Pro Tem R. Gary Allen and Councilors Travis L. Chambers, Joanne Cogle, Charmaine Crabb, Glenn Davis (arrived at 5:32 p.m.), R. Walker Garrett, Byron Hickey, Bruce Huff (arrived at 5:41 p.m.), Judy W. Thomas and Toyia Tucker. City Manager Isaiah Hugley, City Attorney Clifton Fay, Clerk of Council Sandra T. Davis, Deputy Clerk of Council Lindsey G. McLemore and Deputy Clerk Pro Tem Tameka Colbert.

The following documents have been included as a part of the electronic Agenda Packet: (1) Homeland Security Emergency Management Update Presentation; (2) American Rescue Plan Update Presentation; (3) CSC and Carver Park Splash Pad Timelines Presentation; (4) Columbus Fire & EMS Building Renovation Presentation

The following documents were distributed around the Council table: (1) Documents Submitted by PA#6 Jene’ McDowell; (2) Documents Submitted by Michael Waddell; (3) Documents Submitted by PA#9 Kathy Tanner; (4) Documents Submitted by PA#10 Kirven Boyce; (5) Muscogee County Coroner’s Office – Budget Request Information

CALL TO ORDER: Mayor B. H. “Skip” Henderson, III, Presiding

NOTE: Councilor Davis arrived at 5:32 p.m.

INVOCATION: Offered by Pastor Corey J. Neal- Greater Peace Baptist Church of Columbus, Georgia

PLEDGE OF ALLEGIANCE: Led by FY2025 Youth Advisory Council.

OATH OF OFFICE: Mayor Henderson administered the Oath of Office to the FY2025 Youth Advisory Council.

MINUTES

1. Approval of minutes for the August 13, 2024, Council Meeting and Executive Session. Mayor Pro Tem Allen made a motion to approve the minutes, seconded by Councilor Tucker and carried unanimously by the nine members present, with Councilor Huff being absent for the vote.

NOTE: Councilor Huff arrived at 5:41 p.m.

PROCLAMATION:

2. **Proclamation:** National Passport Awareness Month

Receiving: Danielle Forte, Clerk of Superior Court

Councilor Toyia Tucker read the proclamation into the record proclaiming September 2024, as *National Passport Awareness Month*, recognizing the Clerk of Superior Court’s Office for providing passport services to the community.

PRESENTATION:

4. Emergency Management Services Update - Chance Corbett, Director, Emergency Management & Homeland Security

Emergency Management & Homeland Security Director Chance Corbett approached the rostrum to provide an update on emergency management services in the community. Director Corbett shared information on the recent projects his department has headed or been part of, such as, the Hazard Mitigation Plan Update, WHINSEC Exercises, Emergency Operations Center, Unified Mobile Command Vehicle, emergency notification methods, and various training courses.

CITY MANAGER'S AGENDA

10. Homeland Security Grant Funding

Resolution (281-24): A resolution requesting authorization to sign the grant application, associated documents to purchase a portable x-ray machine, and grant closeout documents as required by the Georgia Emergency Management Agency and Homeland Security. **(Add-On)** *(NOTE: This item was called up as the next order of business as listed on the City Manager’s Agenda Item 10)* Councilor Tucker made a motion to approve the resolution, seconded by Councilor Hickey and carried unanimously by the ten members of Council.

REFERRAL(S):

FOR THE DIRECTOR OF EMERGENCY MANAGEMENT & HOMELAND SECURITY:

- Provide extra weather radios and QR codes for the *All-Hands-on Deck Event* on September 10, 2024, at Carver Park. *(Request of Councilor Tucker)*

MAYOR'S AGENDA (continued)

PROCLAMATIONS:

3. **Proclamation:** Donna Newman Day

Receiving: Donna Newman- Director of Engineering (Retirement Appreciation)

Mayor Pro Tem R. Gary Allen read the proclamation into the record proclaiming Friday, August 30, 2024, as *Donna Newman Day*, recognizing the 35-years of dedicated service and retirement of Engineering Director Donna Newman.

CITY MANAGER'S AGENDA

1. Director of Engineering

Resolution (282-24): A resolution authorizing the appointment of Mr. Ronald Vance Beck as Director of the Department of Engineering. (*NOTE: This item was called up as the next order of business as listed on the City Manager's Agenda Item 1*) Councilor Huff made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

MAYOR'S AGENDA (continued)

CRIME PREVENTION GRANTS:

Crime Prevention Director Seth Brown approached the rostrum to present the requests for Crime Prevention Grants, introduce the members of the Crime Prevention Boards, and respond to questions from the members of Council.

Councilor Tucker made a motion to allow Councilor Chambers to recuse himself from voting on the Mayor's Agenda Items 16 and 31, seconded by Councilor Crabb and carried unanimously by the ten members of Council.

Mayor Pro Tem Allen made a motion to allow Councilor Cogle to recuse herself from voting on the Mayor's Agenda Item 24, seconded by Councilor Tucker and carried unanimously by the ten members of Council.

5. Better Work Georgia - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Better Work Georgia for \$15,000.00 in Crime Prevention funds.

Resolution (283-24): A resolution authorizing the execution of a one-year contract with Better Work for \$15,000 for the purpose of funding the Trade School Program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

6. Boys and Girls Club - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Boys and Girls Club for \$5,000.00 in Crime Prevention funds.

Resolution (284-24): A resolution authorizing the execution of a one-year contract with the Boys and Girls Club of Columbus for \$5,000 for the purpose of funding the Delinquency Prevention Initiative. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

7. Boyz 2 Men - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Boyz 2 Men for \$20,000.00 in Crime Prevention funds.

Resolution (285-24): A resolution authorizing the execution of a one-year contract with Boyz2 Men for \$20,000 for the purpose of funding the initiatives of Boyz 2 Men. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

- 8. Building Toward Wellness - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Building Toward Wellness for \$10,000.00 in Crime Prevention funds.

Resolution (286-24): A resolution authorizing the execution of a one-year contract with Building Towards Wellness for \$10,000.00 for the purpose of funding the initiatives of the Building Toward Wellness Community Coalition. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

- 9. Children 1st - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Children 1st for \$10,000.00 in Crime Prevention funds.

Resolution (287-24): A resolution authorizing the execution of a one-year contract with Children 1st for \$10,000.00 for the purpose of funding the initiatives of Children 1st. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

- 10. Clement Arts - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Clement Arts for \$15,000.00 in Crime Prevention funds.

Resolution (288-24): A resolution authorizing the execution of a one-year contract with Clement Arts for \$15,000.00 for the purpose of funding the initiatives of the Clement Arts Program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

- 11. Columbus Community Center - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Columbus Community Center for \$31,000.00 in Crime Prevention funds.

Resolution (289-24): A resolution authorizing the execution of a one-year contract with Columbus Community Center for \$31,000.00 for the purpose of funding the initiatives of the Columbus Community Center. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

- 12. Columbus Community Orchestra - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Columbus Community Orchestra for \$5,000.00 in Crime Prevention funds.

Resolution (290-24): A resolution authorizing the execution of a one-year contract with Columbus Community Orchestra for \$5,000.00 for the purpose of funding the initiatives of the Orchestra Program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

- 13. Columbus Dream Center - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Columbus Dream Center for \$25,000.00 in Crime Prevention funds.

Resolution (291-24): A resolution authorizing the execution of a one-year contract with the Columbus Dream Center for \$25,000.00 for the purpose of funding the Restorative Program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

14. Columbus Scholars - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Columbus Scholars for \$10,000.00 in Crime Prevention funds.

Resolution (292-24): A resolution authorizing the execution of a one-year contract with Columbus Scholars for \$10,000.00 for the purpose of funding the education of juveniles within Muscogee County. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

15. Columbus Symphony Orchestra - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Columbus Symphony Orchestra for \$15,000.00 in Crime Prevention funds.

Resolution (293-24): A resolution authorizing the execution of a one-year contract with Columbus Symphony Orchestra for \$15,000.00 for the purpose of funding the initiatives of the Making Music Matter Program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

16. Columbus Technical College - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Columbus Technical College for \$135,000.00 in Crime Prevention funds.

Resolution (294-24): A resolution authorizing the execution of a one-year contract with Columbus Technical College for \$135,000.00 for the purpose of funding the initiatives of the Non-Violent Felon Employment Program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by nine members of Council, with Councilor Chambers being recused.

17. CORTA - A resolution and contract authorizing a request to enter into a local assistance grant agreement with CORTA for \$20,000.00 in Crime Prevention funds.

Resolution (295-24): A resolution authorizing the execution of a one-year contract with CORTA for \$20,000.00 for the purpose of funding the initiatives of CORTA. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

18. East Carver Heights - A resolution and contract authorizing a request to enter into a local assistance grant agreement with East Carver Heights for \$25,000.00 in Crime Prevention funds.

Resolution (296-24): A resolution authorizing the execution of a one-year contract with East Carver-Boxwood Soccer of Columbus for \$25,000.00 for the purpose of funding the Boxwood Mentoring/Soccer Program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

19. Emmanuel Prep - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Emmanuel Prep for \$20,000.00 in Crime Prevention funds.

Resolution (297-24): A resolution authorizing the execution of a one-year contract with Emmanuel Preparatory for \$20,000.00 for the purpose of funding the initiatives of Emmanuel Preparatory. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

20. F.A.I.T.H. - A resolution and contract authorizing a request to enter into a local assistance grant agreement with F.A.I.T.H. for \$20,000.00 in Crime Prevention funds.

Resolution (298-24): A resolution authorizing the execution of a one-year contract with Feeding, Accepting, Inspiring, the Hurting, Inc. (F.A.I.T.H.) for \$20,000.00 for the purpose of funding the initiatives of Feeding, Accepting, Inspiring, the Hurting, Inc. (F.A.I.T.H.). Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

21. F.L.O.W. - A resolution and contract authorizing a request to enter into a local assistance grant agreement with F.L.O.W. for \$50,000.00 in Crime Prevention funds.

Resolution (299-24): A resolution authorizing the execution of a one-year contract with Flouring Ladies for \$50,000.00 for the purpose of funding the initiatives of Flourishing Ladies. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

22. Focus Program - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Focus Program for \$40,000.00 in Crime Prevention funds.

Resolution (300-24): A resolution authorizing the execution of a one-year contract with the Focus Program for \$40,000.00 for the purpose of funding the mentoring program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

23. Girls Inc. - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Girls Inc. for \$10,000.00 in Crime Prevention funds.

Resolution (301-24): A resolution authorizing the execution of a one-year contract with the Girls, Inc. of Columbus for \$10,000.00 for the purpose of funding the College and Career Prep Courses. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

24. Hope Harbour - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Hope Harbour for \$15,000.00 in Crime Prevention funds.

Resolution (302-24): A resolution authorizing the execution of a one-year contract with Hope Harbour for \$15,000.00 for the purpose of funding the initiatives of Hope Harbour. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by nine members of Council, with Councilor Cogle being recused.

25. Kappa Alpha Psi - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Kappa Alpha Psi for \$25,000.00 in Crime Prevention funds.

Resolution (303-24): A resolution authorizing the execution of a one-year contract with Kappa Alpha Psi Fraternity, Inc. Columbus (GA) Alumni Chapter for \$25,000.00 for the purpose of funding the initiatives of Kappa Alpha Psi Fraternity, Inc. Columbus (GA) Alumni Chapter. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

26. Lifebridge - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Lifebridge for \$20,000.00 in Crime Prevention funds.

Resolution (304-24): A resolution authorizing the execution of a one-year contract with the Life Bridge Program for \$20,000.00 for the purpose of funding the Mentoring Program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

27. Literacy Alliance - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Literacy Alliance for \$20,000.00 in Crime Prevention funds.

Resolution (305-24): A resolution authorizing the execution of a one-year contract with Literacy Alliance of Columbus for \$20,000.00 for the purpose of funding the initiatives of Literacy Alliance. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

28. Micah's Promise - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Micah's Promise for \$20,000.00 in Crime Prevention funds.

Resolution (306-24): A resolution authorizing the execution of a one-year contract with Micah's Promise for \$20,000.00 for the purpose of funding the initiatives of the Micah's Promise Program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

29. N.F.O.A.A.Y. - A resolution and contract authorizing a request to enter into a local assistance grant agreement with N.F.O.A.A.Y. for \$15,000.00 in Crime Prevention funds.

Resolution (307-24): A resolution authorizing the execution of a one-year contract with Neighborhoods Focused on African American Youth, Inc. for \$15,000.00 for the purpose of funding the initiatives of Neighborhoods Focused on African American Youth, Inc. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

30. Office of Dispute Resolution - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Office of Dispute Resolution for \$17,000.00 in Crime Prevention funds.

Resolution (308-24): A resolution authorizing the execution of a one-year contract with Office of Dispute Resolution for \$17,000.00 for the purpose of funding the initiatives of Legitimation Station. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

31. Omega Lamplighter - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Omega Lamplighter for \$25,000.00 in Crime Prevention funds.

Resolution (309-24): A resolution authorizing the execution of a one-year contract with Omega Lambda for \$25,000.00 for the purpose of funding the initiatives of the Mentoring Program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by nine members of Council, with Councilor Chambers being recused.

32. Open Door - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Open Door for \$15,000.00 in Crime Prevention funds.

Resolution (310-24): A resolution authorizing the execution of a one-year contract with Open Door Community House for \$15,000.00 for the purpose of funding the initiatives of Open Door. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

33. Overflow - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Overflow for \$15,000.00 in Crime Prevention funds.

Resolution (311-24): A resolution authorizing the execution of a one-year contract with Overflow Outreach for \$15,000.00 for the purpose of funding the initiatives of the Overflow Outreach Program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

34. Right from the Start - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Right from the Start for \$20,000.00 in Crime Prevention funds.

Resolution (312-24): A resolution authorizing the execution of a one-year contract with Right from the Start for \$20,000.00 for the purpose of funding the initiatives of the Family Wellness Program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

35. S.T.E.A.M. Expo - A resolution and contract authorizing a request to enter into a local assistance grant agreement with S.T.E.A.M. Expo for \$10,000.00 in Crime Prevention funds.

Resolution (313-24): A resolution authorizing the execution of a one-year contract with Let's Grow STEAM for \$10,000.00 for the purpose of funding the initiatives of Let's Grow STEAM and a one-time Expo. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

36. S.T.E.A.M. Projects - A resolution and contract authorizing a request to enter into a local assistance grant agreement with S.T.E.A.M. Projects for \$10,000.00 in Crime Prevention funds.

Resolution (314-24): A resolution authorizing the execution of a one-year contract with Let's Grow STEAM for \$10,000.00 for the purpose of funding the initiatives of Let's Grow STEAM. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

37. Second Chance - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Second Chance for \$65,000.00 in Crime Prevention funds.

Resolution (315-24): A resolution authorizing the execution of a one-year contract with Second Chance W.O.R.K.S. for \$65,000.00 for the purpose of funding the initiatives of Second Chance W.O.R.K.S. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

38. Service for Humanity - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Service for Humanity for \$15,000.00 in Crime Prevention funds.

Resolution (316-24): A resolution authorizing the execution of a one-year contract with Service for Humanity for \$15,000.00 for the purpose of funding the initiatives of Service for Humanity. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

39. Springer Theatre Academy - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Springer Theatre \$10,000.00 in Crime Prevention funds.

Resolution (317-24): A resolution authorizing the execution of a one-year contract with Springer Opera House for \$10,000.00 for the purpose of funding the initiatives of the First Act Program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

40. Teen Advisors - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Teen Advisors for \$5,000.00 in Crime Prevention funds.

Resolution (318-24): A resolution authorizing the execution of a one-year contract with Teen Advisors, Inc. for \$5,000.00 for the purpose of funding the initiatives of Teen Advisors, Inc. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

41. Truth Springs - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Truth Springs for \$50,000.00 in Crime Prevention funds.

Resolution (319-24): A resolution authorizing the execution of a one-year contract with Truth Springs for \$50,000.00 for the purpose of funding the Trade School Program. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

42. Turn Around Columbus - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Turn Around Columbus for \$40,000.00 in Crime Prevention funds.

Resolution (320-24): A resolution authorizing the execution of a one-year contract with Turn Around Columbus for \$40,000.00 for the purpose of funding the initiatives of Turn Around Columbus. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

43. Urban League - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Urban League for \$40,000.00 in Crime Prevention funds.

Resolution (321-24): A resolution authorizing the execution of a one-year contract with Urban League of the River Valley (ULRV) for \$40,000.00 for the purpose of funding the initiatives of Urban League of the River Valley (ULRV). Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

44. Whole Person - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Whole Person for \$10,000.00 in Crime Prevention funds.

Resolution (322-24): A resolution authorizing the execution of a one-year contract with Whole Person Ministries for \$10,000.00 for the purpose of funding the initiatives of Whole Person Ministries. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

45. Wright Fitness - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Wright Fitness for \$17,000.00 in Crime Prevention funds.

Resolution (323-24): A resolution authorizing the execution of a one-year contract with Wright Fitness for \$17,000.00 for the purpose of funding the initiatives of Wright Fitness. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

46. Young Life - A resolution and contract authorizing a request to enter into a local assistance grant agreement with Young Life for \$15,000.00 in Crime Prevention funds.

Resolution (324-24): A resolution authorizing the execution of a one-year contract with Young Life for \$15,000.00 for the purpose of funding the initiatives of Young Life. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

Chairman Danny Arencibia, Crime Prevention Board, came forward to share how proud he is of the board’s dedication and the many hours they put in to going through these grant applications. He thanked Councilor Thomas for the reminder of former Mayor Jim Wetherington’s vision in bring about Crime Prevention.

REFERRAL(S):

FOR THE DIRECTOR OF CRIME PREVENTION:

- In the future he would like to see the Columbus Community Center receive more funding than they are being awarded this year. *(Request of Councilor Hickey)*
- He would like to see funding go to youth sports in the future to help parents with registration fees, game officials, and security. *(Request of Councilor Hickey)*

CITY ATTORNEY’S AGENDA

ORDINANCES

1. **Ordinance (24-048) - 2nd Reading-** REZN-05-24-1039: An ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a district located at **104 38th Street, 3566 1st Avenue and 3568 1st Avenue** (parcel # 008-009-001, 008-009-034/35) from Residential Office (RO) and Single Family Residential – 4 (SFR4) Zoning District to General Commercial (GC) Zoning District. (Planning Department and PAC recommend approval) (Councilor Garrett). Mayor Pro Tem Allen made a motion to adopt the ordinance, seconded by Councilor Tucker and carried unanimously by the ten members of Council.
2. **Ordinance (24-049) - 2nd Reading-** REZN-05-24-1040: An ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a district located at **4211 Milgen Road** (parcel # 083-043-001) from General Commercial (GC) Zoning District to Light Manufacturing/Industrial (LMI) Zoning District. (Planning Department and PAC recommend approval) (Councilor Crabb) Councilor Crabb made a motion to adopt the ordinance, seconded by Councilor Hickey and carried unanimously by the ten members of Council.
3. **Ordinance (24-050) - 2nd Reading-** REZN-06-24-1149: An ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a

district located at **7758 Lloyd Road** (parcel # 191-014-041) from Single Family Residential -1 (SFR1) Zoning District to Single Family Residential -4 (SFR4) Zoning District. (Planning Department and PAC recommend approval.) (Councilor Davis) Mayor Pro Tem Allen made a motion to adopt the ordinance, seconded by Councilor Hickey and carried unanimously by the ten members of Council.

- 4. **Ordinance (24-051) - 2nd Reading-** REZN-06-24-1267: An ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a district located at **3327 Gentian Boulevard** (parcel # 069-011-020) from Neighborhood Commercial (NC) Zoning District to General Commercial (GC) Zoning District. (Planning Department and PAC recommend approval) (Councilor Crabb) Councilor Crabb made a motion to adopt the ordinance, seconded by Councilor Tucker and carried unanimously by the ten members of Council.
- 5. **Ordinance (24-052) - 2nd Reading-** REZN-06-24-1268: An ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a district located at **6007 Veterans Parkway** (parcel # 189-017-038) from Light Manufacturing/Industrial (LMI) Zoning District to General Commercial (GC) Zoning District. (Planning Department and PAC recommend approval.) (Councilor Davis) Mayor Pro Tem Allen made a motion to adopt the ordinance, seconded by Councilor Garrett and carried unanimously by the ten members of Council.
- 6. **2nd Reading-** REZN-05-24-0918: An ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a district located at **1953 7th Avenue** (parcel # 016-025-001) from Residential Office (RO) Zoning District to General Commercial (GC) Zoning District with Conditions. (Planning Department Recommends Approval with conditions. PAC recommends denial.) (continued on 2nd Reading from 8-13-24) (Councilor Cogle) (**Public Hearing Held**)

Councilor Cogle made a motion for Council to replace the ordinance as presented with the substitute ordinance with the addition of Condition #6 and continue the 1st Reading for this meeting, seconded by Councilor Tucker and carried unanimously by the ten members of Council.

Ms. Erin Bouthillier came forward to speak in opposition of the proposed ordinance as a business owner on 5th Avenue. She explained that the stakeholders board for the neighborhood wishes for the zoning to stay as it is to keep the cohesiveness of the neighborhood and in hopes of keeping crime down.

Attorney Austin Gibson (Page, Scrantom, Sprouse, Tucker & Ford) approached the rostrum to speak on behalf of the applicant. He stated that the applicant has tried to take some of the feedback from the citizens and Councilor Cogle, and the previous interested party that was looking to develop a gas station and restaurant is no longer involved, but the owner still wishes to proceed with the rezoning to General Commercial and plans to develop a coffee shop or fast service restaurant. He explained the need to keep the drive-thru option to attract franchises.

Councilor Joanne Cogle stated the overall concern is this development would be a gathering place for the homeless population that is in the Rosehill area and traffic concerns as it pertains to large trucks coming in and out.

Planning Director Will Johnson came forward to respond to Councilor Tucker’s questions regarding setting an area max for the development of gas stations. He stated recommendations on

limiting the number of gas stations allowed in an area were provided to the members of Council about nine months prior.

At the conclusion of the public hearing, City Attorney Fay advised that the ordinance would be listed for 2nd Reading at the September 10th Council Meeting.

REFERRAL(S):

FOR THE CITY MANAGER:

- Resend recommendations for limiting gas stations. (*Request of Councilor Tucker*)

7. Ordinance (24-053) - 2nd Reading- An ordinance to revise and clarify certain provisions of the Columbus Code which provide for the foreclosure of liens on property for which funds are due and owing to the consolidated government; and for other purposes. (continued on 2nd Reading from 6-11-24, 7-9-24, and 7-23-24) (Councilor Garrett) Councilor Garrett made a motion to adopt the ordinance, seconded by Councilor Cogle and carried by a six-to-five vote, with Mayor Pro Tem Allen and Councilors Cogle, Davis, Garrett and Thomas voting in favor; Councilors Chambers, Crabb, Hickey, Huff and Tucker voting in opposition, and Mayor Henderson casting his vote in favor to break the tie.

8. 1st Reading- An ordinance amending Ordinance No. 15-51 pertaining to tax allocation districts to revise the Policies and Guidelines which were adopted by Section 2 of that ordinance; and for other purposes. (Councilor Davis) Councilor Davis made a motion to delay the 1st Reading of this ordinance indefinitely, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

Councilor Glenn Davis stated that he wishes to delay this item to look further into the single-family residential component to have more discussion and he provided a perspective from a developer’s standpoint. He explained this amendment would allow everyone to know on the frontend what the guidelines are within the agreement, it would keep developers from taking advantage of tax revenue and allowing that revenue to come back to the city.

PUBLIC AGENDA

1. Ms. Teresa Elliott, Re: Neonatal kitten care.
2. Mr. Chance Chancellor, Re: The required parking spots for the proposed parking deck on 800 Front Ave.
3. Ms. Meg Givans, Re: The treatment and welfare of the companion animals in the care of CACC.
4. Mr. Marvin Broadwater, Sr., Re: Respect and Decorum to Elected and Appointed Officials during Meetings.
5. Mrs. Evie Kettler, Re: The proposed tethering ordinance.
6. Ms. Jene’ McDowell, Re: A petition relating to CACC management.

REFERRAL(S):**FOR THE CITY MANAGER:**

- Look at putting out an RFP for a 3rd party to manage Animal Care & Control, with the condition that members of Council can meet with staff prior to the RFP going out to ensure some of the conditions included in the original RFP are amended to meet the concerns expressed by the citizens. *(Request of Councilor Cogle)*

7. Ms. Jennifer Herbek, representing the Columbus Aquatic Club, Re: A request for a modification of the inclement weather policy at the indoor Columbus Aquatic Center.

REFERRAL(S):**FOR THE CITY MANAGER:**

- Look at revisiting the weather policy for the indoor and outdoor pools to be more in line with the policies of similar facilities nearby. Bring back at the September 10, 2024 Council Meeting. *(Request of Councilor Cogle)*
- Let's also include Chance Corbett from Emergency Management in the discussion on the inclement weather policy. *(Request of Councilor Thomas)*
- Ask the other organizations, city and counties about their insurance. *(Request of Mayor Pro Tem Allen)*

8. Mr. Michael Waddell, Re: Columbus Animal Care & Control.

9. Mrs. Kathy Tanner, Re: The play yard at CACC.

REFERRAL(S):**FOR THE CITY MANAGER:**

- Look at bringing in a company to clean the back play area at Animal Care & Control and someone to test the surfaces for Parvo. *(Request of Councilor Tucker)*

10. Ms. Kirven Boyce, Re: CACC: recommendations for lifesaving reform.

REFERRAL(S):**FOR THE CITY MANAGER:**

- Reevaluate individuals banned from volunteering at Animal Care & Control and if there is still a legitimate reason for an individual to continue to be banned, bring that information to Council for final determination. *(Request of Councilor Garrett)*

11. Ms. Amy McCormick, Re: Columbus Animal Care & Control.

12. Ms. Reggie Liparoto, Re: Columbus Animal Care & Control. ***Not Present***

13. Mr. Nathan Smith, Re: Good Leadership.

14. Mr. Melvin Tanner, representing the NAACP, Re: Internal Audit.

REFERRAL(S):**FOR THE MAYOR:**

- We need to be consistent across the board with employees of General Government and Public Safety when it comes to putting employees on administrative leave during investigations. (*Request of Councilor Hickey*)

15. Mrs. Mimi Steger, representing Columbus Animal Allies, Re: Justice for Chai initiative.

16. Mrs. Sarah Gunnels Cochran, Re: Columbus Animal Care & Control.

17. Mrs. Jennifer Parker, Re: The animals at the CACC.

18. Ms. Becky Carter, representing Animal SOS, Re: Impact of current policies on rescue collaboration.

19. Ms. Anna-Claire Daniels, Re: Animal Control Advisory Board.

In response to a question from Councilor Crabb, **Clerk of Council Sandra T. Davis** stated she does not schedule meetings for the Animal Control Advisory Board.

20. Ms. Theresa El-Amin, representing Southern Anti-Racism Network, Re: Why City Council Meetings should not be treated as entertainment.

ENGINEERING DEPARTMENT TRANSITION AUDIT:

Councilor Thomas made a motion for a transition audit on the Engineering Department, seconded by Councilor Davis and carried unanimously by the ten members of Council.

CITY MANAGER'S AGENDA**1. Director of Engineering**

A resolution authorizing the appointment of Mr. Ronald Vance Beck as Director of the Department of Engineering. (*NOTE: This item was called upon earlier in the meeting during the Mayor's Agenda.*)

2. Subrecipient Agreements for Occupational Training and Retention Services

A resolution of the Council of Columbus, Georgia, authorizing the City Manager to execute contract(s)/documentation to implement occupational training and retention service for economically disadvantages (low-income) individuals residing in Muscogee County in the grand total amount of \$99,503.80 or otherwise awarded to address the poverty level in Muscogee County. Mayor Pro Tem Allen made a motion to approve the resolution, seconded by Councilor Huff. Councilor Crabb suggested that the Council hear the ARP Fund Reallocation Presentation *before* voting on this matter. (*City Manager Agenda Item Number 11 "F" under Updates and Presentations*) (***See Below for the Final Action.***)

3. Street Acceptance –Phase Two, Section Two, Heiferhorn Farms.

Resolution (325-24): A resolution of the Council of Columbus, Georgia, authorizing the acceptance of a deed to that portion of Kadie Way, that portion of Galloway Lane, that portion of Holstein Hill and Brahman Place located in Phase Two, Section Two, Heiferhorn Farms, on behalf of Columbus, Georgia. Councilor Crabb made a motion to approve the resolution, seconded by Councilor Tucker and carried unanimously by the ten members of Council.

4. Consulting Services for the Tax Commissioner’s Office

Resolution (326-24): A resolution authorizing the execution of an agreement with Strategic Collections & Consulting, LLC in an amount not to exceed \$27,000 to assist with the collection and reporting of current and delinquent property taxes, facilitation of tax sales, and other compliance functions for the Tax Commissioner’s Office. Councilor Tucker made a motion to approve the resolution, seconded by Councilor Chambers and carried unanimously by the members of Council.

Muscogee County Tax Commissioner Lula Huff approached the rostrum to announce the location of a new tag renewal kiosk at Publix in Midland and a driver’s license renewal kiosk at Publix on Macon Road.

5. Street Acceptance – Paddock Court

Resolution (327-24): A resolution of the Council of Columbus, Georgia, authorizing the acceptance of a deed to Paddock Court located in Section Six, Midland Downs, on behalf of Columbus, Georgia. Councilor Tucker made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

6. Cooper Creek Pickleball Courts Donations

Resolution (328-24): A resolution authorizing the Department of Parks and Recreation to receive donations for pickleball courts at Cooper Creek Park. Mayor Pro Tem Allen made a motion to approve the resolution, seconded by Councilor Davis and carried unanimously by the ten members of Council.

Councilor Glenn Davis stated, for the record, he is thankful to the City Manager and staff for listening to the concerns raised and as we move forward everyone has a common goal in establishing a plan and bringing good things to Cooper Creek Park.

7. Donation Acceptance for the Police Department

Resolution (329-24): A resolution authorizing the acceptance of donated funds of \$1,000 from Back Columbus Blue, Inc. and \$1,000 from Brasfield & Gorrie, LLC on behalf of the Columbus Police Department. Mayor Pro Tem Allen made a motion to approve the resolution, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

8. Foosball Table Donation

Resolution (330-24): A resolution authorizing the acceptance of the donation of several foosball tables for recreation services. Mayor Pro Tem Allen made a motion to approve the resolution, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

9. Gallops Senior Center Pool Table Donation

Resolution (331-24): A resolution authorizing the acceptance of the donation of a pool table for the Gallops Senior Center. Mayor Pro Tem Allen made a motion to approve the resolution, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

10. Homeland Security Grant Funding

Approval is requested for authorization to sign the grant application, associated documents to purchase a portable x-ray machine, and grant closeout documents as required by the Georgia Emergency Management Agency and Homeland Security. **(Add-On)** (NOTE: *This item was called upon earlier in the meeting during the Mayor’s Agenda.*)

11. PURCHASES

- L. Portable Bomb X-Ray Equipment and Accessories for Homeland Security and Sheriff’s Office– Federal GSA Cooperative Purchase **(Add-On)**

Resolution (332-24): A resolution authorizing the purchase of portable bomb X-ray equipment and accessories from Mistral Security, Inc., in the amount of \$47,775.00. The purchase will be accomplished by cooperative purchase via Federal GSA Contract #47qsms24D002T. Councilor Tucker made a motion to approve the resolution, seconded by Councilor Hickey and carried unanimously by the ten members of Council.

- A. Two (2) 2023 Ford Expeditions for Police Department – Georgia Statewide Contract Cooperative Purchase

Resolution (333-24): A resolution authorizing the purchase of two (2) 2023 Ford Expeditions for the Police Department from Wade Ford (Smyrna, GA) at a unit price of \$54,820.00 and a total cost of \$109,640.00. The purchase will be accomplished by cooperative purchase via Georgia Statewide Contract #99999-0001-SPD0000183-006. Councilor Tucker made a motion to approve the resolution, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

- B. Two (2) 2024 Ford Escapes for Tax Assessor’s Office – Georgia Statewide Contract Cooperative Purchase

Resolution (334-24): A resolution authorizing the purchase of two (2) 2024 Ford Escapes for the Tax Assessor’s Office from Wade Ford (Smyrna, GA) at a unit price of \$30,540.00 and a total cost of \$61,080.00. The purchase will be accomplished by cooperative purchase via Georgia Statewide Contract #99999-0001-SPD0000183-006. Councilor Tucker made a motion to approve the resolution, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

- C. One (1) 2024 Chevrolet Tahoe for the Sheriff’s Office – Sourcewell Contract Cooperative Purchase

Resolution (335-24): A resolution authorizing the purchase of one (1) 2024 Chevrolet Tahoe for the Sherriff’s Office from Alan Jay Fleet Sales (Sebring, FL) in the amount of \$57,578.00. The purchase will be accomplished by cooperative purchase via Sourcewell Contract #091521-NAF and #032824-NAF. Councilor Tucker made a motion to approve the resolution, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

D. Nine (9) 2024 Rotary Cutter Mowers for the Public Works Department – Sourcewell Cooperative Contract Purchase

Resolution (336-24): A resolution authorizing the purchase of nine (9) John Deere Rotary Cutter Mowers for the Public Works Department from Deere and Company (Columbus, GA) at a unit price of \$3,016.36 and a total cost of \$27,147.24. The purchase will be accomplished by cooperative purchase via Georgia Statewide Contract #99999-0001-SPD0000177-0026. Councilor Tucker made a motion to approve the resolution, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

E. Cardiac Monitor/Defibrillator and Accessories for Fire & EMS Department – Sourcewell Cooperative Contract Purchase

Resolution (337-24): A resolution authorizing the purchase of one Stryker LifePak 35 Cardiac Monitor/Defibrillator and accessories from Stryker Sales (Chicago, IL), in the amount of \$56,594.72. The purchase will be accomplished by cooperative purchase via Sourcewell Contract #041823-STY. Councilor Tucker made a motion to approve the resolution, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

F. Three 35-Foot Heavy Duty Diesel Buses for METRA – Georgia Statewide Cooperative Contract Purchase

Resolution (338-24): A resolution authorizing the purchase of three (3) 35-foot heavy duty diesel buses from New Flyer (St. Cloud, MN) in the amount of \$591,711.00, for a total purchase amount of \$1,775,131.00. The purchase will be accomplished by cooperative purchase via Georgia Statewide Contract # 99999-SPD-SPD0000212-0009. Councilor Tucker made a motion to approve the resolution, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

G. Household Recycling Carts for Public Works – Sourcewell Cooperative Contract Purchase

Resolution (339-24): A resolution authorizing the purchase of 96-gallon blue recycling carts from Rehrig Pacific Company (Lawrenceville, GA) in the amount of \$81,807.20 (1,404 units @ \$56.80 each, plus freight in the amount of \$2,060.00). The purchase will be accomplished by cooperative purchase via Sourcewell Contract #041521-REH. Councilor Tucker made a motion to approve the resolution, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

H. Restoration Services at Government Center

Resolution (340-24): A resolution authorizing the payment to Servpro of Columbus (Columbus, GA), in the amount of \$31,747.19 for restoration services required at the Government Center. Councilor Tucker made a motion to approve the resolution, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

I. Repair of Aljon Compactor for Public Works

Resolution (341-24): A resolution authorizing payment to C & C Manufacturing, LLC/S2 Manufacturing (Chicago, IL), in the amount of \$40,004.75 for the repair of a 2005 Aljon Compactor, Vehicle #10916. Councilor Tucker made a motion to approve the resolution, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

J. Repair of Caterpillar D6T Bulldozer for Public Works

Resolution (342-24): A resolution authorizing payment to Yancey Brothers (Fortson, GA), in the amount of \$49,790.15, for the repair of a 2012 Caterpillar D6T XL T4 Bulldozer, Vehicle #11300. Councilor Tucker made a motion to approve the resolution, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

K. Declaration of Surplus Equipment

Resolution (343-24): A resolution authorizing the declaration as surplus, the equipment shown on the attached lists, as well as, miscellaneous office equipment and furniture, in accordance with Section 7-501 of the Charter of Columbus Consolidated Government; additionally, approval is also requested to declare any items as surplus, which may be added to the list prior to the auction. The equipment has either been replaced or placed out of service due to excess maintenance cost. Councilor Tucker made a motion to approve the resolution, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

REFERRAL(S):

FOR THE MAYOR:

- List the Internal Auditor on the next agenda to provide an update on where she is with the transition audits and the risk level of each department. *(Request of Councilor Tucker)*

FOR THE CITY MANAGER:

- Provide an update on the RFP done for JAG Grant for police dogs, which expires in December and was approved by Council in January. *(Request of Councilor Cogle)*

11. UPDATES AND PRESENTATIONS

- A. FY24 Budget Update Coroner - Buddy Bryan, Coroner, Coroner’s Office & Angelica Alexander, Director, Finance

Finance Director Angelica Alexander approached the rostrum to explain the Muscogee County Coroner is appearing before Council pursuant to Ordinance 13-39, requesting an additional appropriation of \$9,540.00 for the Coroner’s Office’s FY 2024 Budget for personnel.

Mayor Pro Tem Allen made a motion to approve the request for additional appropriation in the FY2024 Budget for the Coroner’s Office in the amount of \$9,540.00, seconded by Councilor Huff and carried unanimously by the eight members present, with Councilors Garrett and Hickey being absent for the vote.

- B. FY24 Budget Update Planning - Will Johnson, Director, Planning & Angelica Alexander, Director, Finance

Finance Director Angelica Alexander approached the rostrum to explain the Planning Director is appearing before Council pursuant to Ordinance 13-39, requesting an additional appropriation of \$13,360.00 for the Planning Department’s FY 2024 Budget for personnel.

Councilor Huff made a motion to approve the request for additional appropriation in the FY2024 Budget for the Planning Department in the amount of \$13,360.00, seconded by Mayor Pro Tem Allen and carried unanimously by the nine members present, with Councilor Garrett being absent for the vote.

C. FY24 Public Update Public Works - Drale Short, Director, Public Works & Angelica Alexander, Director, Finance

Finance Director Angelica Alexander approached the rostrum to explain the Public Works Director is appearing before Council pursuant to Ordinance 13-39, requesting an additional appropriation of \$1.5 million for the Public Works Department’s FY 2024 Budget for maintenance.

Mayor Pro Tem Allen made a motion to approve the request for additional appropriation in the FY2024 Budget for the Public Works Department in the amount of \$1.5 million, seconded by Councilor Tucker and carried unanimously by the nine members present, with Councilor Garrett being absent for the vote.

F. ARP Fund Reallocation - Pam Hodge, Deputy City Manager, Finance, Planning & Development

Deputy City Manager Pam Hodge approached the rostrum to provide an update on the reallocation of American Rescue Plan (ARP) Funding, where she provided information on the status of projects and funding. She answered questions from the members of Council regarding the Liberty Theatre and the HVAC system at the Trade Center.

During the discussion, **City Manager Isaiah Hugley** suggested Council allow staff to move forward with the Liberty Theatre since the 100-year celebration is in 2025 and the community has been asking when the city is going to do something with the facility.

Councilor Tucker made a motion to move the \$600,000.00 allocated for the Liberty Theatre HVAC (Heating, Ventilation, and Air Conditioning) and roof repair to the Community Reinvestment Department’s HARP (Homeowner Occupied Accessibility Rehabilitation Program), seconded by Councilor Hickey and opened for discussion.

Councilor Thomas made a substitute motion to delay until Council has an opportunity to review all the options that will be presented by the City Manager, seconded by Councilor Crabb and carried unanimously by the ten members of Council.

REFERRAL(S):

FOR THE CITY MANAGER:

- Bring an outline for funding sources to handle all that has been discussed. (*Request of Councilor Thomas*)

2. Subrecipient Agreements for Occupational Training and Retention Services

Resolution (344-24): A resolution of the Council of Columbus, Georgia, authorizing the City Manager to execute contract(s)/documentation to implement occupational training and retention service for economically disadvantages (low-income) individuals residing in Muscogee County in the grand total amount of \$99,503.80 or otherwise awarded to address the poverty level in Muscogee County. Mayor Henderson called upon the previous motion from Mayor Pro Tem Allen to approve the resolution, seconded by Councilor Huff and carried unanimously by the ten members of Council.

D. Pools/Splash Pads Timeline - Ryan Pruett Director, Inspections & Code, Holli Browder, Director, Parks & Recreation

Inspections & Code Director Ryan Pruett approached the rostrum to introduce an update on the outdoor pools and splash pad projects.

Parks & Recreation Director Holli Browder came forward to share information on a survey that has been put out for public input on the design options for the splashpads.

Executive Vice President David Hawkins, Freeman & Associates, came forward to provide the project timeline for the splashpads. He explained the start date for construction of the CSC Splashpad is November 2024, with an expected completion date of March 2025; and the construction start date for the Carver Park Splashpad being December 2024, with a completion date of May 2025.

E. Fire/EMS Administration Update - Ryan Pruett, Director, Inspections & Code

Inspections & Code Director Ryan Pruett approached the rostrum to provide an update on the Fire/EMS Administration Building Project. He explained the closing on the purchase of the property located at 1112 Veterans Parkway for Fire & EMS Administration will be in the next 15-days, design is estimated to begin September 1, 2024, and duration is estimated at 45-days, the completion date is estimated no later than April 2025. For Fire Station #1, Director Pruett stated the budget is estimated at \$8 million to \$10 million, with the design and construction estimated at 24-30 months from funding availability.

BID ADVERTISEMENT

DATE: August 27, 2024

August 30, 2024

- 1. **Comprehensive Inmate Healthcare Services for Muscogee County Jail (Annual Contract) – RFP No. 25-0005**
Scope of RFP

Columbus Consolidated Government, on behalf of the Muscogee County Sheriff’s Office, is seeking proposals for the provision of healthcare services for offenders incarcerated at the Muscogee County Jail. The requested services consist of medical, dental, and mental health, as well as healthcare personnel. Medical services include but are not limited to x-ray, laboratory, and prescription drug services for a rated capacity of 1069 inmates.

The term of this contract will be for two (2) years, with the option to renew for three (3) additional twelve-month periods.

September 6, 2024

- 1. **Auditing Services (Annual Contract) – RFP No. 25-0006**
Scope of RFP

Columbus Consolidated Government is requesting proposals to establish a contract for the professional services of a Certified Public Accountant for financial and compliance audits. The contract will be for five consecutive fiscal years beginning with the fiscal year ending June 30, 2025, and ending with the fiscal year ending June 30, 2029, with an option to renew for five additional twelve-month periods.

- 2. **Residential General Contractor Services and Housing Inspection Services for the Community Reinvestment Department II (Annual Contract) – RFP No. 25-0008**
Scope of RFP

Columbus Consolidated Government (the City) invites qualified vendors to provide residential general contractor services (Option A) and housing inspection services (Option B) for rehabilitative single-family housing located throughout Columbus-Muscogee County. The

Community Reinvestment Department will procure the services on an as-needed basis. **Vendors may submit proposals for one, both or all options.**

Some activities could be a U.S. Department of Housing and Urban Development (HUD) funded project which utilizes Community Development Block Grant (CDBG) funding. Contracts utilizing CDBG funding are subject to state and local laws, as well as federal regulations found in §2 CFR 200.317 through §2 CFR 300.327 and §24 CFR 570.611. Potential bidders must assure that all project activities will be administered in compliance with labor and civil rights laws and regulations for CDBG funded projects.

September 11, 2024

1. Liberty Theater Re-Roofing Project – RFB No. 25-0003
Scope of Bid

Provide all labor, equipment and materials to remove the existing roof at the Liberty Theater and install a new fully adhered Colonial Red FiberTite KEE fleecback roof system (or equal), in full compliance with the project manual.

September 20, 2024

1. Consulting Services for Recycling Center – RFP No. 25-0009
Scope of RFP

The Consolidated Government of Columbus, Georgia (the City) invites qualified and interested individuals or firms to provide consulting services to perform a needs assessment/recommendation. The consultant will assist with the purchasing of equipment, technology and the writing of specifications for these and other management services pertaining to the efficient operations of the City’s Recycling Facility, To include the processing, sales, marketing of the single stream recycling materials.

REFERRALS:

Referrals 8.27.24

CLERK OF COUNCIL’S AGENDA

ENCLOSURES - ACTION REQUESTED

1. Email Correspondence from Ms. Nancy Anderson submitting her letter of resignation from the Animal Control Advisory Board. Mayor Pro Tem Allen made a motion to receive the letter of resignation, seconded by Councilor Tucker and carried unanimously by the ten members of Council.

2. **Minutes of the following boards:**

Board of Tax Assessors, #27-24 & #28-24

Board of Zoning Appeals, January 3, February 7, March 6, and April 3, 2024

Community Development Advisory Council, September 9, 2022

Land Bank Authority, February 14, April 10, June 12, and July 10, 2024

Mayor Pro Tem Allen made a motion to receive the minutes of various boards, seconded by Councilor Garrett and carried unanimously by the ten members of Council.

REFERRAL(S):

FOR THE CITY MANAGER:

- Look into why some boards are having an issue getting a quorum present. (*Request of Councilor Thomas*)

BOARD APPOINTMENTS - ACTION REQUESTED

3. **MAYOR’S APPOINTMENTS- ANY NOMINATIONS MAY BE CONFIRMED FOR THIS MEETING:**

A. COLUMBUS IRONWORKS CONVENTION & TRADE CENTER AUTHORITY:

A nominee for the seat of S. Carson Cummings (*Not Eligible to succeed*) for a term expiring on October 24, 2024, on the Columbus Ironworks Convention & Trade Center Authority (*Mayor’s Appointment*). There were none.

B. CONVENTION & VISITORS BOARD OF COMMISSIONERS:

A nominee for the seat of Sherricka Day (*Eligible to succeed – Interested in serving another term*) for a term expiring on December 31, 2024 (*Mayor Appointment*). Mayor Henderson renominated Sherricka Day to serve another term. Mayor Pro Tem Allen made a motion for confirmation, seconded by Councilor Huff and carried unanimously by the ten members of Council.

A nominee for the seat of Peter Jones (*Eligible to succeed – Interested in serving another term*) for a term expiring on December 31, 2024 (*Mayor Appointment*). Mayor Henderson renominated Peter Jones to serve another term. Mayor Pro Tem Allen made a motion for confirmation, seconded by Councilor Huff and carried unanimously by the ten members of Council.

A nominee for the seat of Jaime Waters (*Not Eligible to succeed*) for a term expiring on December 31, 2024 (*Mayor Appointment*). Mayor Henderson nominated Alex Naik to succeed Jaime Waters. Mayor Pro Tem Allen made a motion for confirmation, seconded by Councilor Huff and carried unanimously by the ten members of Council.

4. **COUNCIL’S DISTRICT SEAT APPOINTMENT- ANY NOMINATIONS MAY BE CONFIRMED FOR THIS MEETING:**

A. YOUTH ADVISORY COUNCIL:

A nominee for a seat on the Youth Advisory Council as the District 1 Representative for the 2024-2025 School Year (*Council District 1- Hickey*). Councilor Hickey nominated Meagan Hatcher to serve as the District 1 Representative on the Youth Advisory Council. Mayor Pro Tem Allen made a motion for confirmation, seconded by Councilor Crabb and carried unanimously by the ten members of Council.

5. **COUNCIL APPOINTMENTS- READY FOR CONFIRMATION:**

A. KEEP COLUMBUS BEAUTIFUL COMMISSION: Ms. Katie Franklin was nominated to fill the expired term of Mr. William Bandy. (*Councilor Tucker’s nominee*) Term expires:

June 30, 2026. Mayor Pro Tem Allen made a motion for confirmation, seconded by Councilor Crabb and carried unanimously by the ten members of Council.

6. COUNCIL APPOINTMENTS- ANY NOMINATIONS WOULD BE LISTED FOR THE NEXT MEETING:

A. ANIMAL CONTROL ADVISORY BOARD:

A nominee for the seat of Channon Emery (*Not Eligible to succeed*) for a term expiring on October 15, 2024, on the Animal Control Advisory Board (*Council's Appointment*). Councilor Hickey nominated Karen Gaskins to succeed Channon Emery.

A nominee for the seat of Sabine Stull (*Not Eligible to succeed*) for a term expiring on April 11, 2024, as the Animal Rescue Representative on the Animal Control Advisory Board (*Council's Appointment*). There were none.

B. BOARD OF TAX ASSESSORS:

A nominee for the seat of Todd Hammonds (*Passed Away*) for a term expiring on December 31, 2029, on the Board of Tax Assessors (*Council's Appointment*). Councilor Crabb nominated John Anker to fill the unexpired term of the late Todd Hammonds.

C. BOARD OF WATER COMMISSIONERS:

A nominee for the seat of Rodney Close (*Not Eligible to succeed*) for a term expiring on December 31, 2024, on the Board of Water Commissioners (*Council's Appointment*). Clerk of Council Davis explained Councilor Thomas is nominating Oz Roberts to succeed Rodney Close, but he currently serves on the Liberty Theatre & Cultural Arts Center Advisory Board and the current ordinance does not allow a member to serve on another board.

Councilor Judy W. Thomas stated she has asked the City Attorney to bring forward an ordinance to amend the Columbus Code to allow members of the Liberty Theatre & Cultural Arts Center Advisory Board to also serve on other city boards.

REFERRAL(S):

FOR THE CLERK OF COUNCIL:

- Request as the Council Representative on the River Valley Regional Commission, bring back the hotel for the Georgia Association of Regional Commissions (GARC) Conference in November. (*Request of Councilor Tucker*)

PUBLIC AGENDA (continued):

- 4. Mr. Marvin Broadwater, Sr., Re: Respect and Decorum to Elected and Appointed Officials during Meetings.
- 14. Mr. Melvin Tanner, representing the NAACP, Re: Internal Audit.

EXECUTIVE SESSION:

Mayor Henderson entertained a motion to go into executive session to discuss matters of personnel and litigation as requested by City Attorney Fay earlier in the meeting. Mayor Pro Tem Allen made a motion to go into Executive Session, seconded by Councilor Cogle and carried unanimously by the nine members present, with Councilor Tucker being absent for the vote, and the time being 11:00 p.m.

The Regular Meeting reconvened at 11:55 p.m., at which time, Mayor Henderson announced that the Council did meet in executive session to discuss matters of personnel and litigation; however, there were no votes taken.

With there being no further business to discuss, Mayor Henderson entertained a motion for adjournment. Motion by Councilor Garrett to adjourn the August 27, 2024 Regular Council Meeting, seconded by Councilor Tucker and carried unanimously by the ten members of Council, with the time being 11:55 p.m.

Sandra T. Davis, CMC
Clerk of Council
Council of Columbus, Georgia

File Attachments for Item:

7. Board of Assessors Update (Presented by Suzanne Widenhouse- Chief Appraiser)

BOARD OF ASSESSORS

SUZANNE WIDENHOUSE

CHIEF APPRAISER – BOARD OF ASSESSORS

HB 581 AND HR 1022

- Changes to ad valorem tax provisions
- Requires passage of constitutional amendment in HR 1022, on November 2024 ballot
- With passage of HR 1022, provisions will go into effect 1 January 2025
- Opt-out period for floating homestead begins 1 January 2025 and must be completed by March 1, 2025

CHANGES TO NOTICES OF ASSESSMENT

- Requires an estimated roll back rate which will be certified to the Tax Commissioner and appear on the notice of assessment. If the adopted millage rate exceeds the estimated roll back rate, a disclaimer will be added to the tax bill
- Removes confusing tax estimate from the assessment notice
- Removes the provision that the sales price is the maximum allowable value in the next taxable year. This provision will help to improve sales ratio studies for counties, based on changes to the methodology used by DOAA. Also allows the Board of Assessors to directly appeal Sales Ratio Study instead of requiring local governing authority or school board to appeal

CHANGES TO ASSESSMENT AND APPEALS

- Requires the Chief Appraiser to ensure a county wide revaluation every three years. This provision will require additional staff or outside contract to fulfill, since staffing is only sufficient to complete a reval once every six years.
- Changes the three-year freeze on value as a result of appeal is only given if the appeal results in a change of value. The goal is to prevent frivolous appeals solely for the freeze.
- Closes the Superior Court loophole of a fifteen percent reduction in tax bill while appeal is pending to court and the awarding of attorney's fees. Will now require the taxpayer and/or rep to participate in good faith in settlement conference.

FLOATING HOMESTEAD

- Creates a statewide floating homestead, base year value with an inflationary index
- For those counties with existing frozen or floating homesteads, the taxpayer will receive whichever homestead is more beneficial
- This exemption is in addition to and not in lieu of the non-floating exemptions.
- Counties may opt out of the floating homestead. Opt-out period begins 1 January 2025
- Opt-out requires advertising and conducting three public hearings.
- Opt-out requirements must be completed by March 1, 2025

SALES TAX PROVISIONS

- Creates a new local sales tax for the limited purpose of tax relief, may be levied at .05 percent increments up to 1 percent
- Provision will not affect Muscogee County, which already has the additional specialty pennies.

PASSAGE OF HR 1022

- HR 1022 will be on November ballot
- Passage will allow HB 581 to go into effect 1 January 2025
- Expectation of passing is high, very popular bill
- Effects of passage will include significant changes to programming of CAMA system and will require additional staffing

File Attachments for Item:

1. 2nd Reading- REZN-05-24-0918: An ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a district located at **1953 7th Avenue** (parcel # 016-025-001) from Residential Office (RO) Zoning District to General Commercial (GC) Zoning District with Conditions. (Planning Department Recommends Approval with conditions. PAC recommends denial.) (as amended by substitute 9-10-24) (Councilor Cogle)

AN ORDINANCE

NO. _____

An Ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a district located at **1953 7th Avenue** (parcel # 016-025-001) from Residential Office (RO) Zoning District to General Commercial (GC) Zoning District with Conditions.

THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY ORDAINS AS FOLLOWS:

Section 1.

The Zoning Atlas on file with the Planning Department is hereby amended by changing the property described below from Residential Office (RO) Zoning District to General Commercial (GC) Zoning District with conditions.

“All that lot, tract or parcel of land, situate, lying in being in Columbus, Muscogee County, Georgia, and being designated as "Lot 100" on that certain plat of survey entitled Gibson-Gaboury Survey dated May 9, 1990, being a replat of Lots 10, 11, 12, 13, 14 & 15, and part of Lot 8, prepared by Moon, Meeks and recorded in Plat Book 113, Folio 81, in the Office of the Clerk of the Superior Court of Muscogee County, Georgia.

LESS AND EXCEPT those certain tracts for right-of-way totaling approximately 164 acre and being conveyed to the city of Columbus, Georgia by virtue of that Right of Way Deed dated June 19, 1998, and recorded at Book 4993, Page 069, aforesaid records.

The property described hereinabove is presently known as 1953 7th Avenue, Columbus, Georgia (tax parcel 016-025-001).”

Section 2.

The above-described property is being rezoned with the following conditions:

1. Access on 20th Street will not interrupt traffic flow on Talbotton Road or Hamilton Road.
2. Exterior lighting will be directed inwardly to the property.
3. A buffer of mature evergreen shrubs and trees three to five feet high as specified by the City Arborist, will be maintained along the south, east and west property lines of the property.
4. Hours of operation will be restricted to the hours of 5:00 a.m. to 11:00 p.m.
5. There will be no coin operated amusement machines as defined in Georgia Law on the property.
6. The following uses will be prohibited:
 - Amusement Parks
 - Assembly Hall
 - Auto/ Truck Broker
 - Group home
 - Bar or Lounges

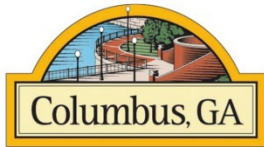
- Check Cashing Offices
- Convenience store with or without gas
- Club or Lodge
- Adult Entertainment
- Cultural Facility
- Drive thru restaurants
- Flea Market
- Mobile Home Sales
- Pawn Shop
- Package and Liquor Store
- Personal Care Home
- Shelter
- Tattoo and Body Piercing Shop
- Taxidermy
- Transitional Housing
- Transient Lodging
- Theater - Outdoor
- Wireless Communication Facility
- Vape and Smoke Shop

Introduced at a regular meeting of the Council of Columbus, Georgia held on the ___ day of ___, 2024; amended and introduced a second time at a regular meeting of said Council held on the _____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- | | |
|--------------------|--------------|
| Councilor Allen | voting _____ |
| Councilor Chambers | voting _____ |
| Councilor Cogle | voting _____ |
| Councilor Crabb | voting _____ |
| Councilor Davis | voting _____ |
| Councilor Garrett | voting _____ |
| Councilor Hickey | voting _____ |
| Councilor Huff | voting _____ |
| Councilor Thomas | voting _____ |
| Councilor Tucker | voting _____ |

Sandra T Davis
Clerk of Council

B. H. "Skip" Henderson, III
Mayor



CONSOLIDATED GOVERNMENT
What progress has preserved.
PLANNING DEPARTMENT

COUNCIL STAFF REPORT

REZN-05-24-0918

Applicant: GA Petro Operations, LLC

Owner: RAPA Partnership, LLP

Location: 1953 7th Avenue

Parcel: 016-025-001

Acreage: 0.92 Acres

Current Zoning Classification: Residential Office

Proposed Zoning Classification: General Commercial

Current Use of Property: Vacant

Proposed Use of Property: Convenience Store with Gas Sales & Restaurant with the following condition:

1. Access on 20th Street will not interrupt flow on Talbotton Road or Hamilton Road.

Council District: District 7 (Cogle)

PAC Recommendation: **Denial** based on incompatibility with Future Land Use designation and adjacent land uses.

Planning Department Recommendation: **Conditional Approval** based on compatibility with existing land uses.

Fort Benning's Recommendation: N/A

DRI Recommendation: N/A

General Land Use: Inconsistent
Planning Area D

Current Land Use Designation: General Commercial

Future Land Use Designation: Office/Professional

Compatible with Existing Land-Uses: Yes

Environmental Impacts: The property does not lie within the floodway and floodplain area. The developer will need an approved drainage plan prior to issuance of a Site Development permit, if a permit is required.

City Services: Property is served by all city services.

Traffic Engineering: This site shall meet the Codes and regulations of the Columbus Consolidated Government for commercial usage.

7th Street shall not be modified or constructed to connect to Talbotton Road.

Surrounding Zoning:

North	Residential Office (RO)
South	Neighborhood Commercial (NC)
East	Residential Office (RO)
West	Residential Office (RO)

Reasonableness of Request: The request is compatible with existing land uses.

School Impact: N/A

Buffer Requirement: N/A

Attitude of Property Owners: **Twenty-Four (24)** property owners within 300 feet of the subject properties were notified of the rezoning request. The Planning Department received 9 calls and/or emails regarding the rezoning.

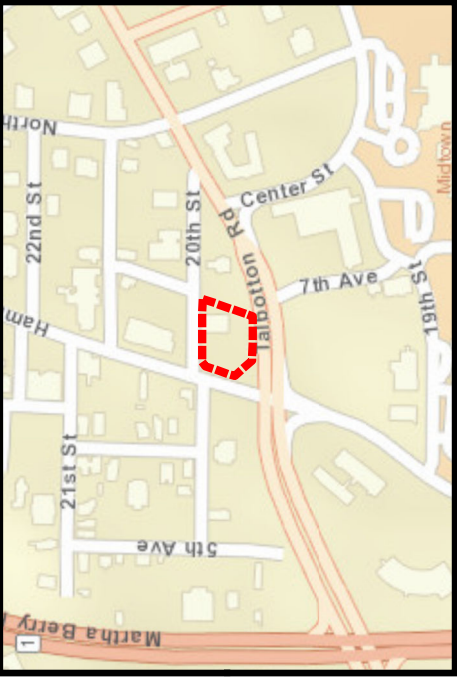
Approval	0 Responses
Opposition	9 Responses

Attachments: Aerial Land Use Map
Location Map
Zoning Map
Existing Land Use Map
Future Land Use Map
Flood Map

Concept Plan



Area To Be Rezoned



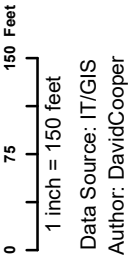
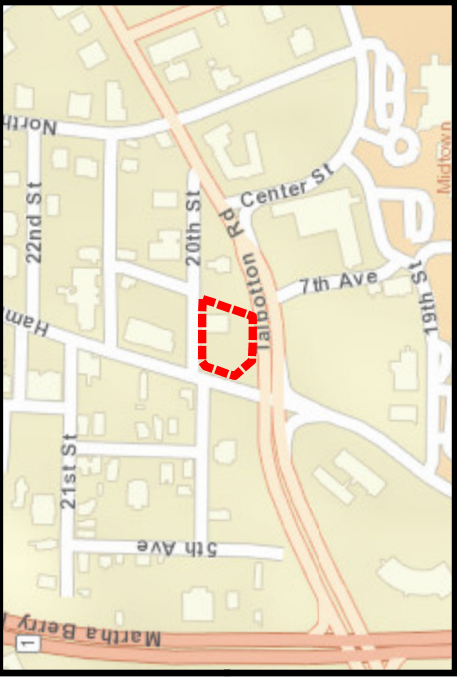
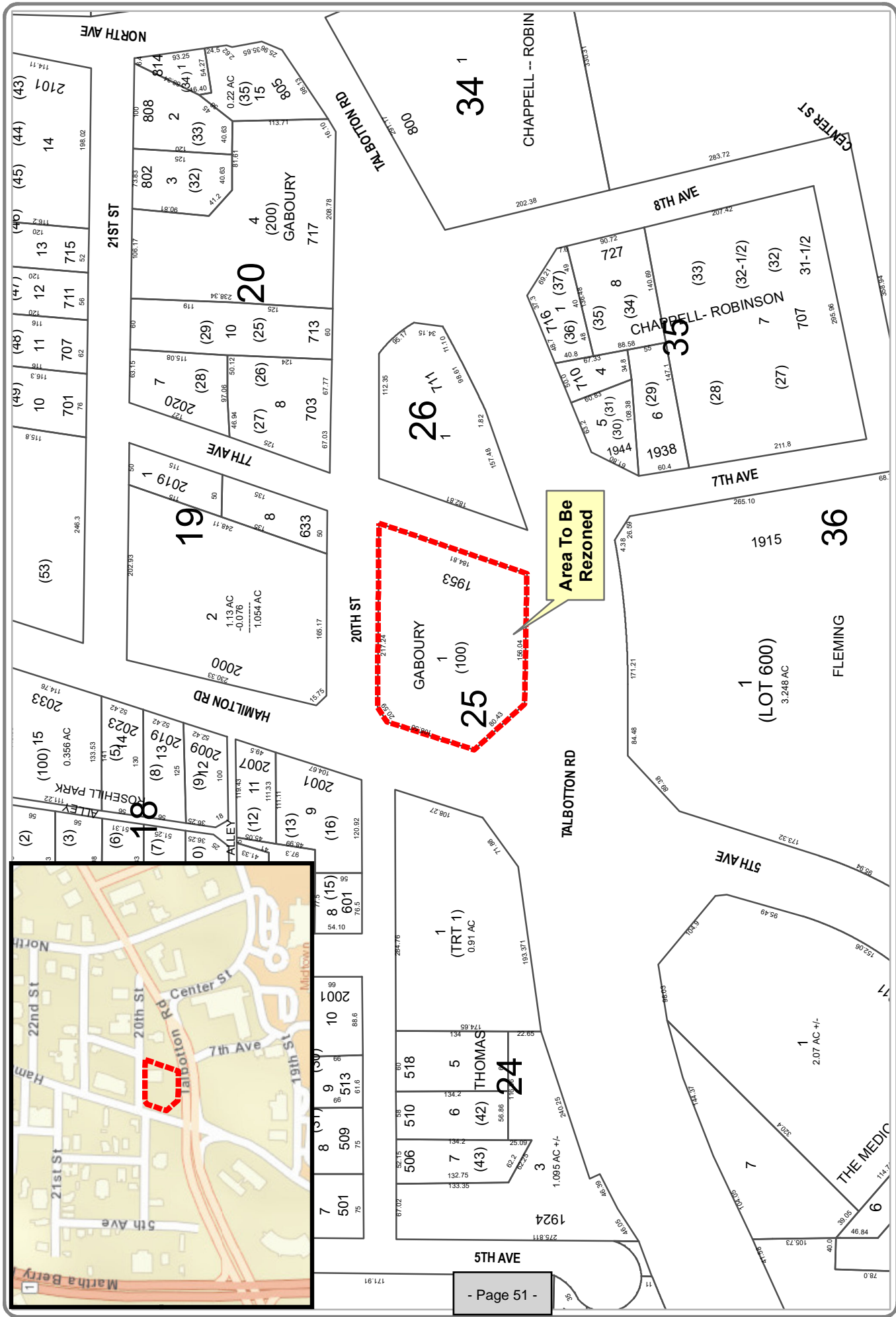
Item #1.
150 Feet
75
0
1 inch = 150 feet
Data Source: IT/GIS
Author: DavidCooper

Aerial Map for REZN 05-24-0918
Map 016 Block 024 Lot 001
Planning Department-Planning Division
Prepared By Planning GIS Tech

This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.



Date: 5/23/2024



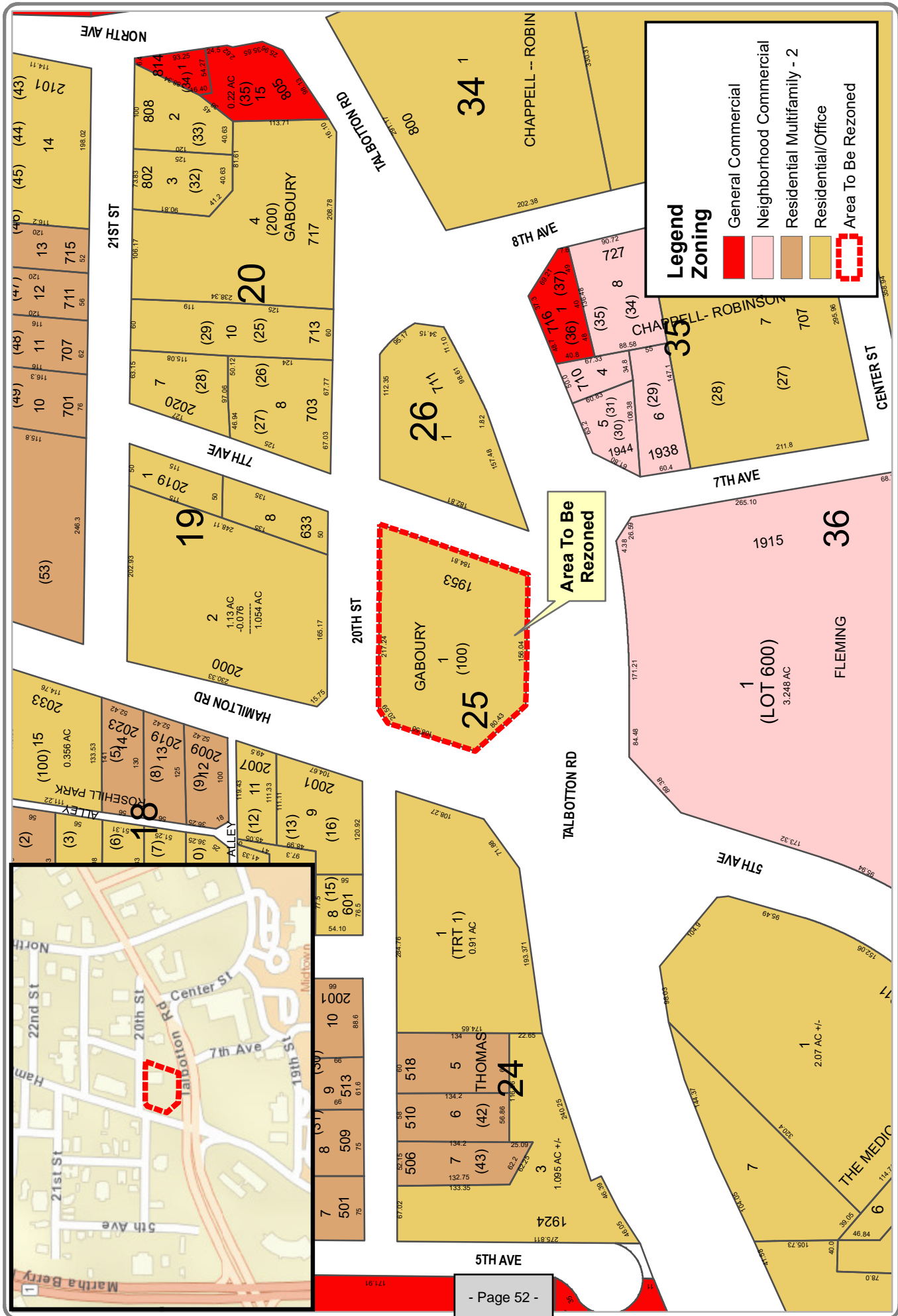
Location Map for REZN 05-24-0918
Map 016 Block 024 Lot 001
Planning Department-Planning Division
Prepared By Planning GIS Tech

This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.



Data Source: IT/GIS
Author: DavidCooper

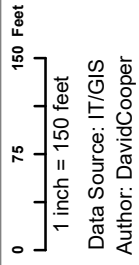
Item #1.



Legend Zoning

- General Commercial
- Neighborhood Commercial
- Residential Multifamily - 2
- Residential/Office
- Area To Be Rezoned

Item #1.

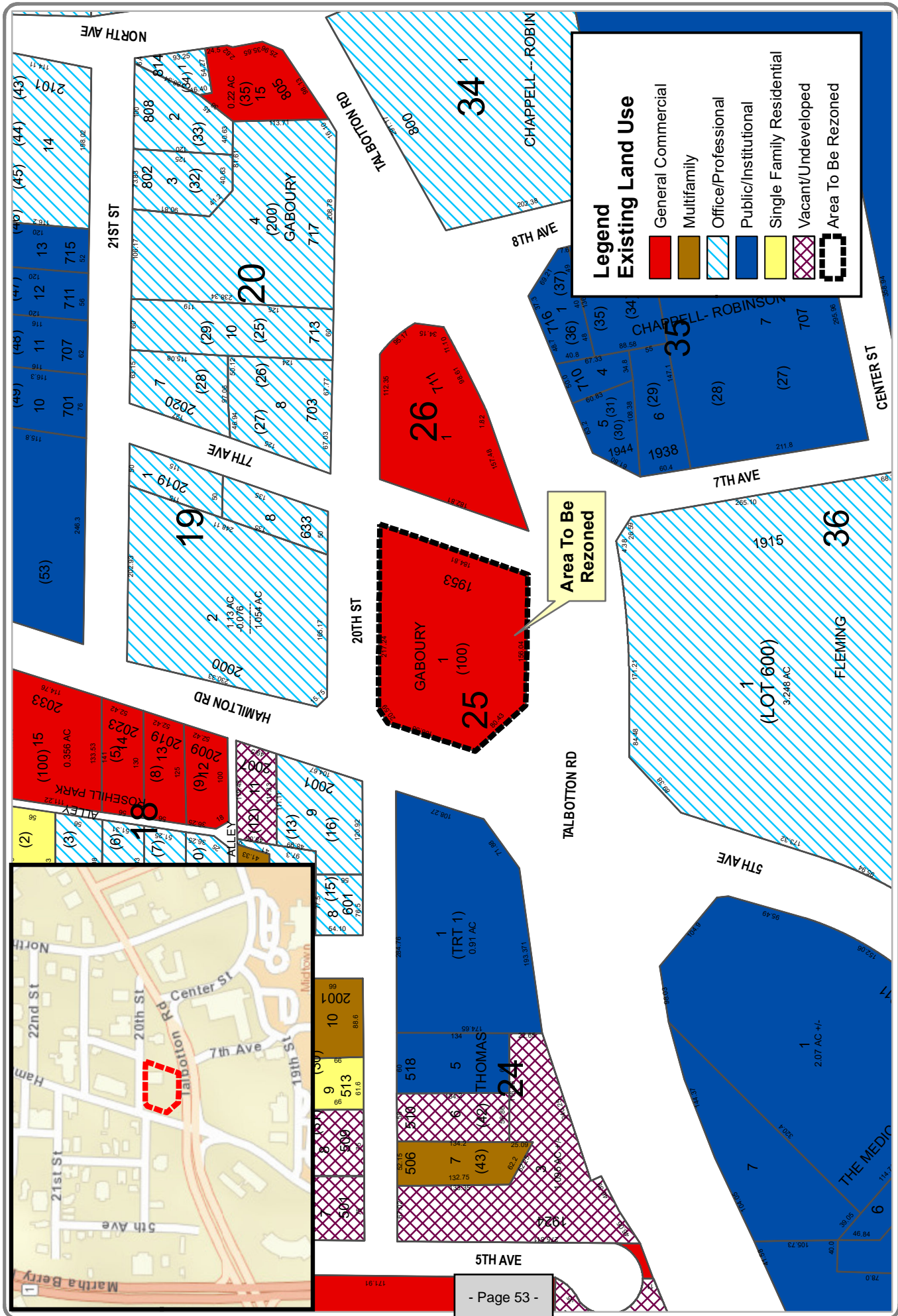


Data Source: IT/GIS
 Author: DavidCooper

Zoning Map for REZN 05-24-0918
 Map 016 Block 024 Lot 001
 Planning Department-Planning Division
 Prepared By Planning GIS Tech

This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.

Date: 5/24/2024



Legend Existing Land Use

- General Commercial
- Multifamily
- Office/Professional
- Public/Institutional
- Single Family Residential
- Vacant/Undeveloped
- Area To Be Rezoned



150 Feet
75
0
1 inch = 150 feet
Data Source: IT/GIS
Author: DavidCooper

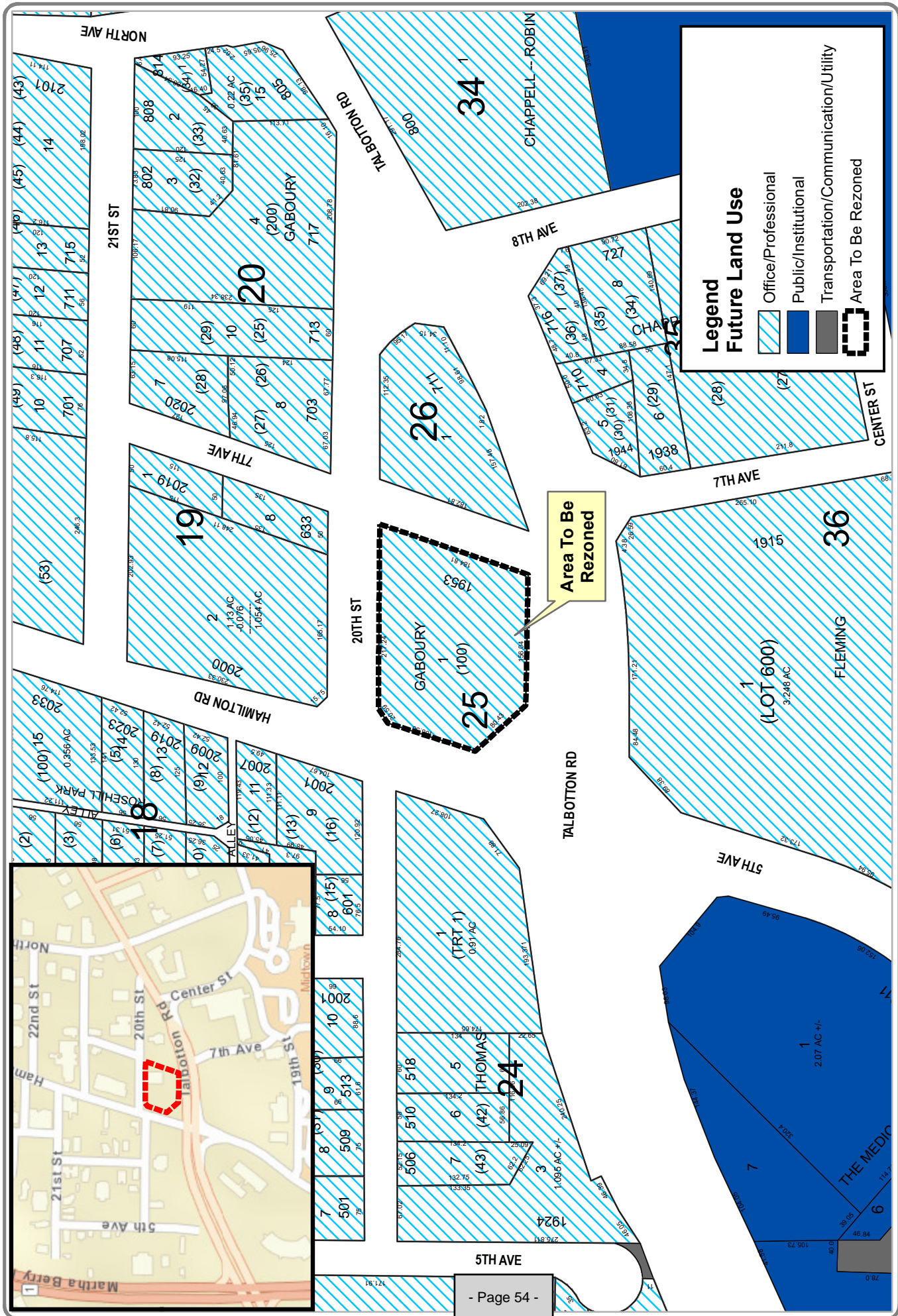
Existing Land Use Map for REZN 05-24-0918
Map 016 Block 024 Lot 001

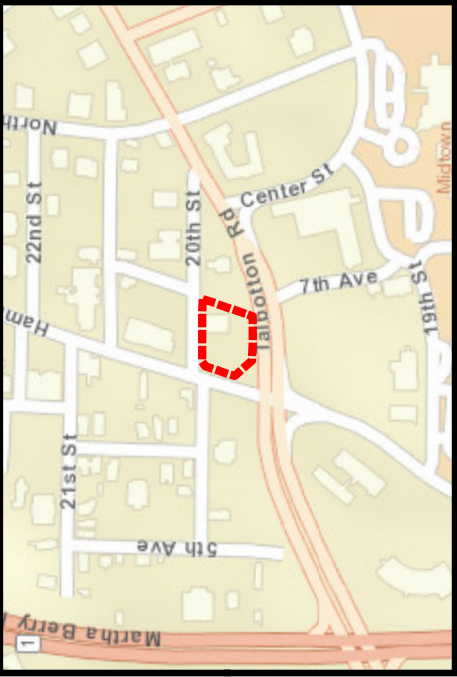
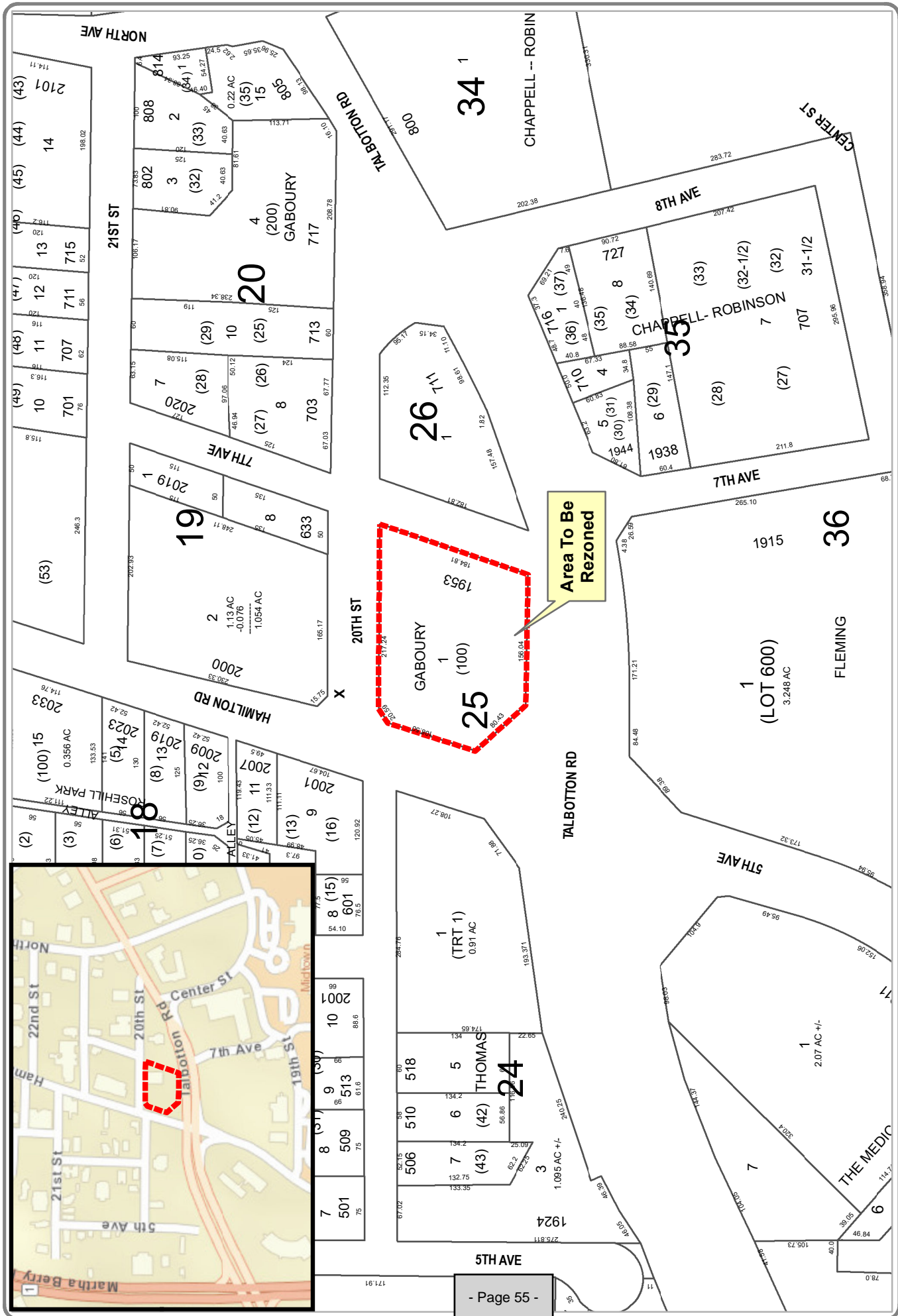
Planning Department-Planning Division
Prepared By Planning GIS Tech

This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.



Date: 5/24/2024





Item #1.

0 75 150 Feet
1 inch = 150 feet
Data Source: IT/GIS
Author: DavidCooper

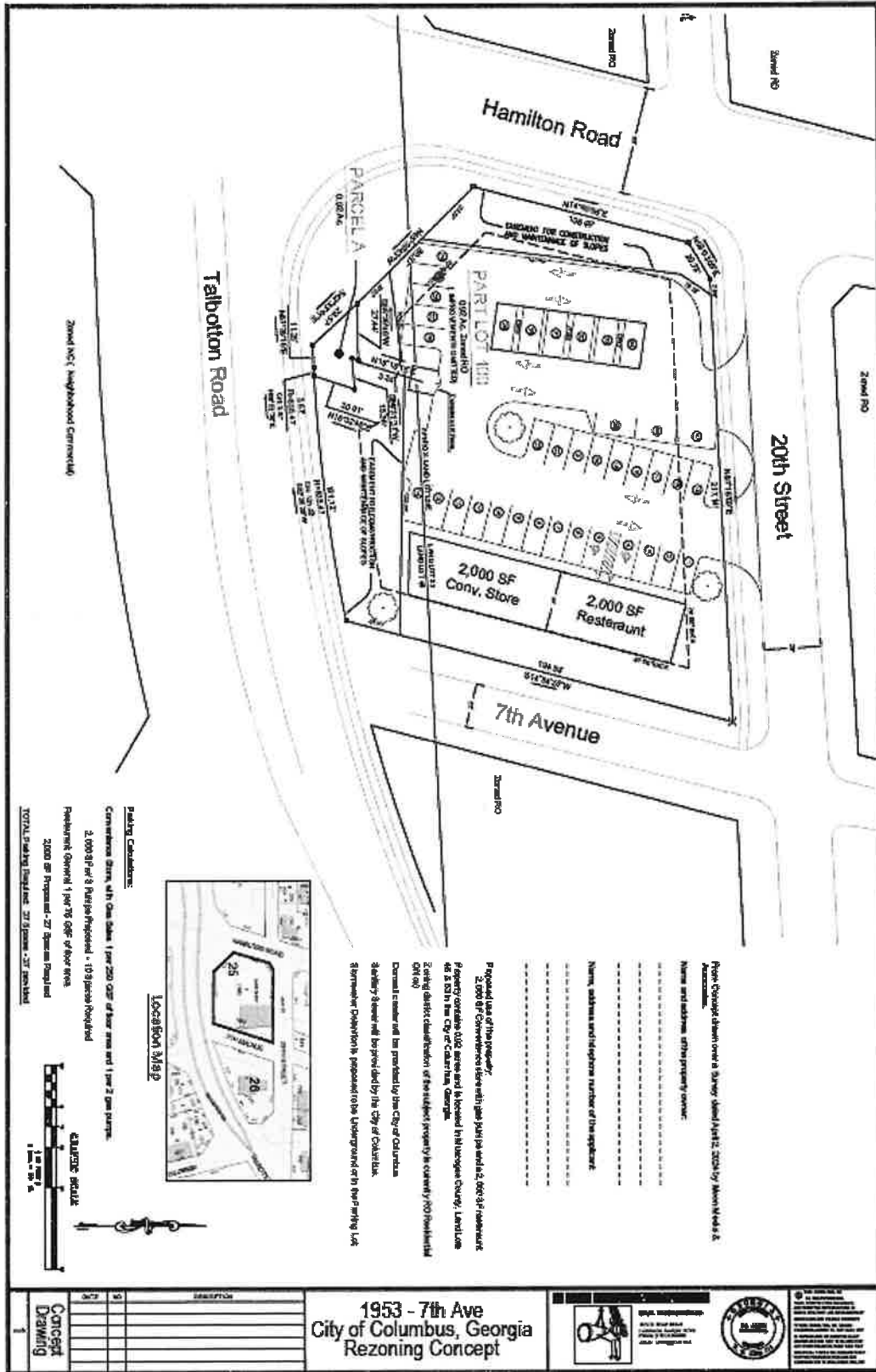
Flood Plain Map for REZN 05-24-0918
Map 016 Block 024 Lot 001
Planning Department-Planning Division
Prepared By Planning GIS Tech

This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.



Date: 5/23/2024

CONCEPT PLAN



File Attachments for Item:

2. 1st Reading- REZN-07-24-1562: An ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a district located at **5710 Warm Springs Road** (parcel # 101-031-003) from Neighborhood Commercial (NC) Zoning District to General Commercial (GC) Zoning District with conditions. (Planning Department and PAC recommend conditional approval) (Mayor Pro-Tem)

AN ORDINANCE

NO. _____

An Ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a district located at **5710 Warm Springs Road** (parcel # 101-031-003) from Neighborhood Commercial (NC) Zoning District to General Commercial (GC) Zoning District with conditions.

THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY ORDAINS AS FOLLOWS:

Section 1.

The Zoning Atlas on file with the Planning Department is hereby amended by changing the property described below from Neighborhood Commercial (NC) Zoning District to General Commercial (GC) Zoning District with conditions.

“All that tract and parcel of land situate, lying and being in Land Lot 30 of the 9th District, Muscogee County, Georgia, being known and designated as PARCEL - 1D 2.06 ACRES, as said parcel is shown upon a map or plat entitled "Replat of Parcel" 1B" Lying in Land Lot 30,9th District, Columbus, Muscogee County, Georgia "prepared by EMC Engineering Services, Inc., dated June 5, 2015, a copy of which is recorded in Plat Book 164, page 342, in the Office of the Clerk of the Superior Court of Muscogee County, Georgia, to which reference is made for a more specific location and dimensions of said parcel.”

Section 2.

The above-described property is being rezoned with the following conditions:

- 1) No gasoline sales/pumps shall be permitted, and
- 2) The tree buffer along the northeastern property line shall not be removed.

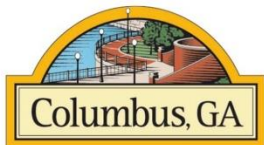
Introduced at a regular meeting of the Council of Columbus, Georgia held on the 10th day of September, 2024; introduced a second time at a regular meeting of said Council held on the ____ day of _____, 2024 and adopted at said meeting by the affirmative vote of ____ members of said Council.

Councilor Allen	voting _____
Councilor Chambers	voting _____
Councilor Cogle	voting _____
Councilor Crabb	voting _____

Councilor Davis	voting _____
Councilor Garrett	voting _____
Councilor Hickey	voting _____
Councilor Huff	voting _____
Councilor Thomas	voting _____
Councilor Tucker	voting _____

Sandra T Davis
Clerk of Council

B. H. "Skip" Henderson, III
Mayor



CONSOLIDATED GOVERNMENT
What progress has preserved.
 PLANNING DEPARTMENT

COUNCIL STAFF REPORT

REZN-07-24-1562

Applicant:	Jefcoat Real Estate Services, LLC
Owner:	Warm Springs Road Realty Investments
Location:	5710 Warm Springs Road
Parcel:	101-031-003
Acreage:	2.09 Acres
Current Zoning Classification:	Neighborhood Commercial
Proposed Zoning Classification:	General Commercial
Current Use of Property:	Vacant
Proposed Use of Property:	Multi-Tenant Retail, Office Space
Council District:	District 6 (Allen)
PAC Recommendation:	Conditional approval based on the Staff Report and compatibility with existing land uses. The recommended conditions are: 1) no gasoline sales/pumps shall be permitted, and 2) the tree buffer along the northeastern property shall not be removed.
Planning Department Recommendation:	Conditional approval based on compatibility with existing land uses. The Planning Department concurs with the recommendations of the Planning Advisory Commission.
Fort Benning's Recommendation:	N/A
DRI Recommendation:	N/A

General Land Use: Inconsistent
Planning Area B

Current Land Use Designation: Vacant/ Undeveloped

Future Land Use Designation: Single Family Residential

Compatible with Existing Land-Uses: Yes

Environmental Impacts: The property does not lie within the floodway and floodplain area. The developer will need an approved drainage plan prior to issuance of a Site Development permit, if a permit is required.

City Services: Property is served by all city services.

Traffic Impact: Average Annual Daily Trips (AADT) will increase by 39 trips if used for commercial use.

Traffic Engineering: This site shall meet the Codes and regulations of the Columbus Consolidated Government for commercial usage.

Surrounding Zoning:

North	General Commercial (GC)
South	General Commercial (GC)
East	Single Family Residential – 3 (SFR3)
West	Neighborhood Commercial (NC)

Reasonableness of Request: The request is compatible with existing land uses.

School Impact: N/A

Buffer Requirement: N/A

Attitude of Property Owners: **Twenty (20)** property owners within 300 feet of the subject properties were notified of the rezoning request. The Planning Department received one call regarding the rezoning.

Approval	0 Responses
Opposition	0 Responses

Additional Information: N/A

Attachments: Aerial Land Use Map
Location Map
Zoning Map

Existing Land Use Map
Future Land Use Map
Flood Map
Traffic Report
Site Plan



Area To Be Rezoned



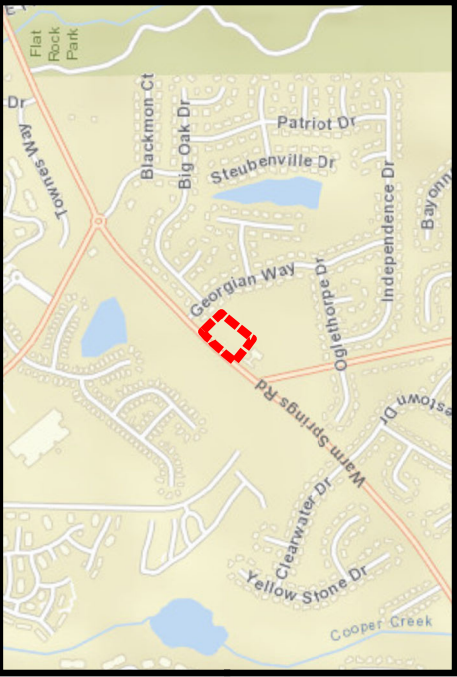
150 Feet
75
1 inch = 150 feet
Data Source: IT/GIS
Author: DavidCooper

Aerial Map for REZN 06-24-1562
Map 101 Block 031 Lot 003
Planning Department-Planning Division
Prepared By Planning GIS Tech

This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.



Date: 7/22/2024



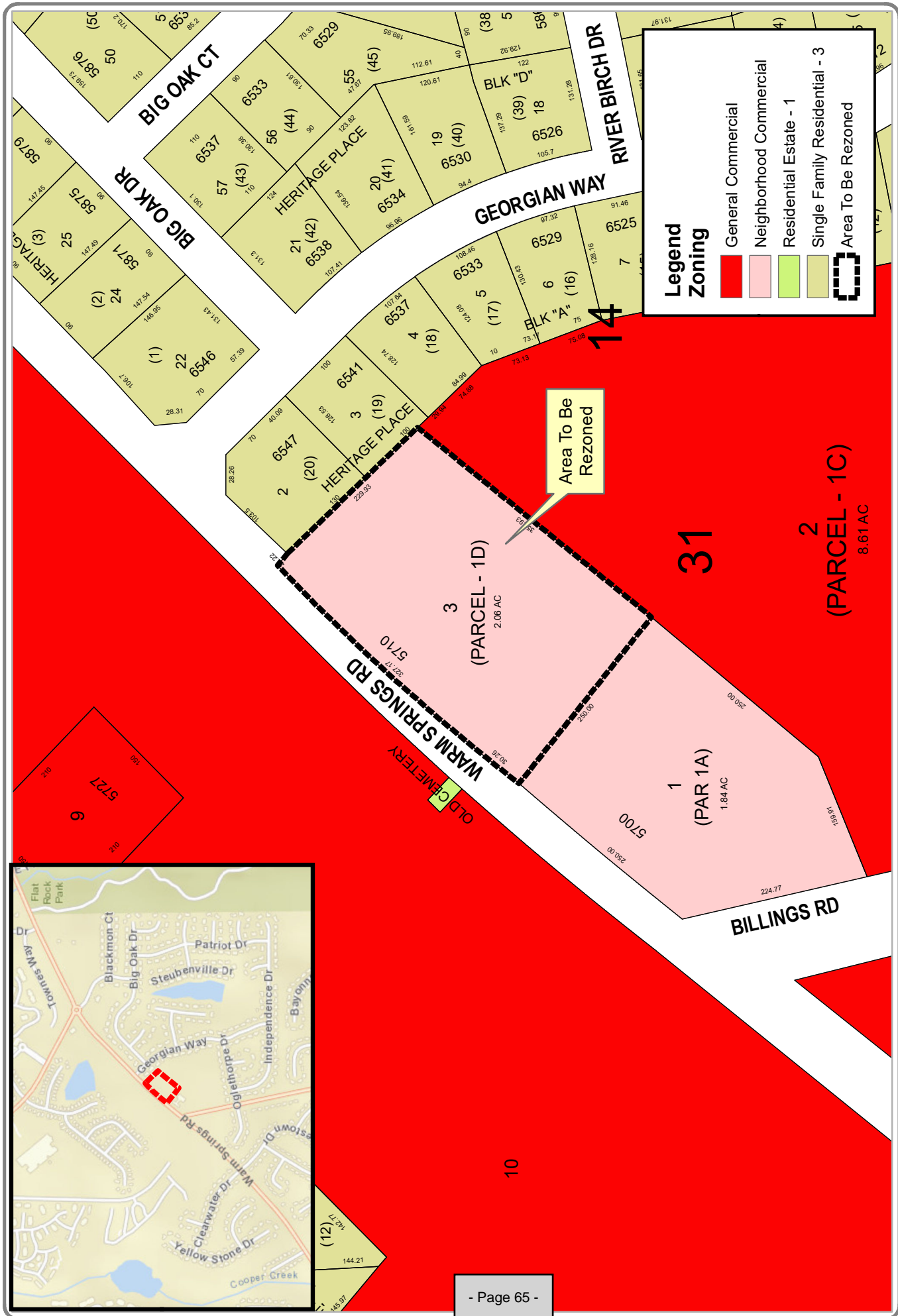
Item #2.
 150 Feet
 0 75 150 Feet
 1 inch = 150 feet
 Data Source: IT/GIS
 Author: DavidCooper

Location Map for REZN 06-24-1562
 Map 101 Block 031 Lot 003
 Planning Department-Planning Division
 Prepared By Planning GIS Tech

This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.



Date: 7/22/2024



Legend

Zoning

- General Commercial
- Neighborhood Commercial
- Residential Estate - 1
- Single Family Residential - 3
- Area To Be Rezoned



Item #2.

150 Feet

0 75 150 Feet

1 inch = 150 feet

Data Source: IT/GIS

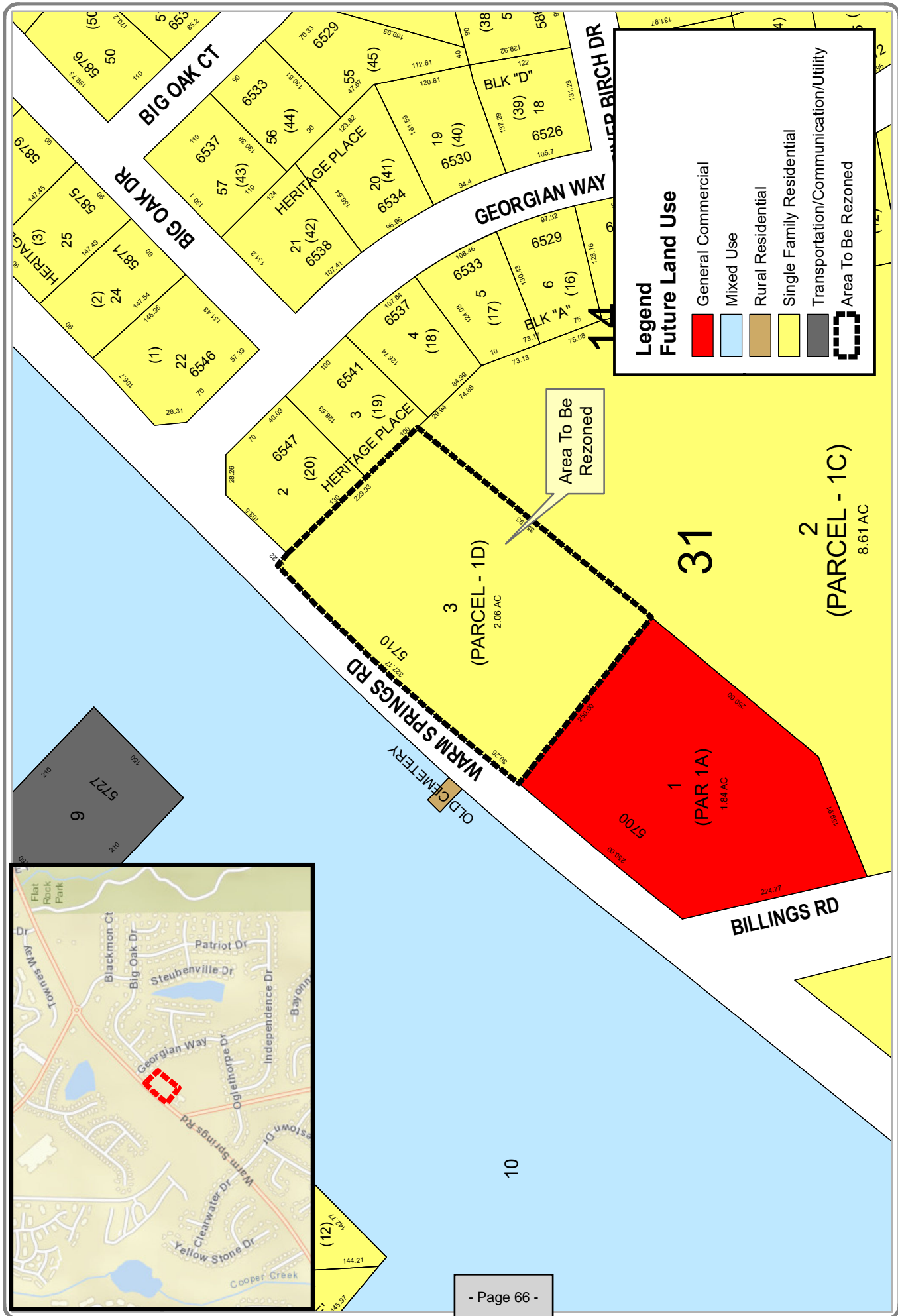
Author: DavidCooper

Zoning Map for REZN 06-24-1562
 Map 101 Block 031 Lot 003
 Planning Department-Planning Division
 Prepared By Planning GIS Tech

This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.



Date: 7/23/2024



Legend
Future Land Use

- General Commercial
- Mixed Use
- Rural Residential
- Single Family Residential
- Transportation/Communication/Utility
- Area To Be Rezoned

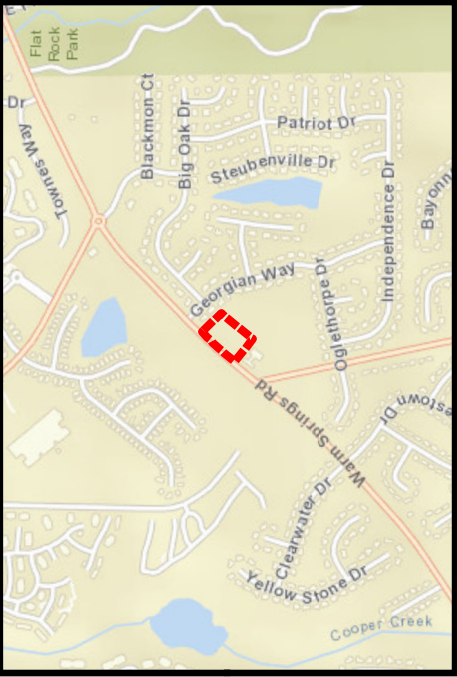
Item #2.

150 Feet
75
0
1 inch = 150 feet
Data Source: IT/GIS
Author: DavidCooper

Future Land Use Map for REZN 06-24-1562
Map 101 Block 031 Lot 003
Planning Department-Planning Division
Prepared By Planning GIS Tech

This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.

Date: 7/23/2024



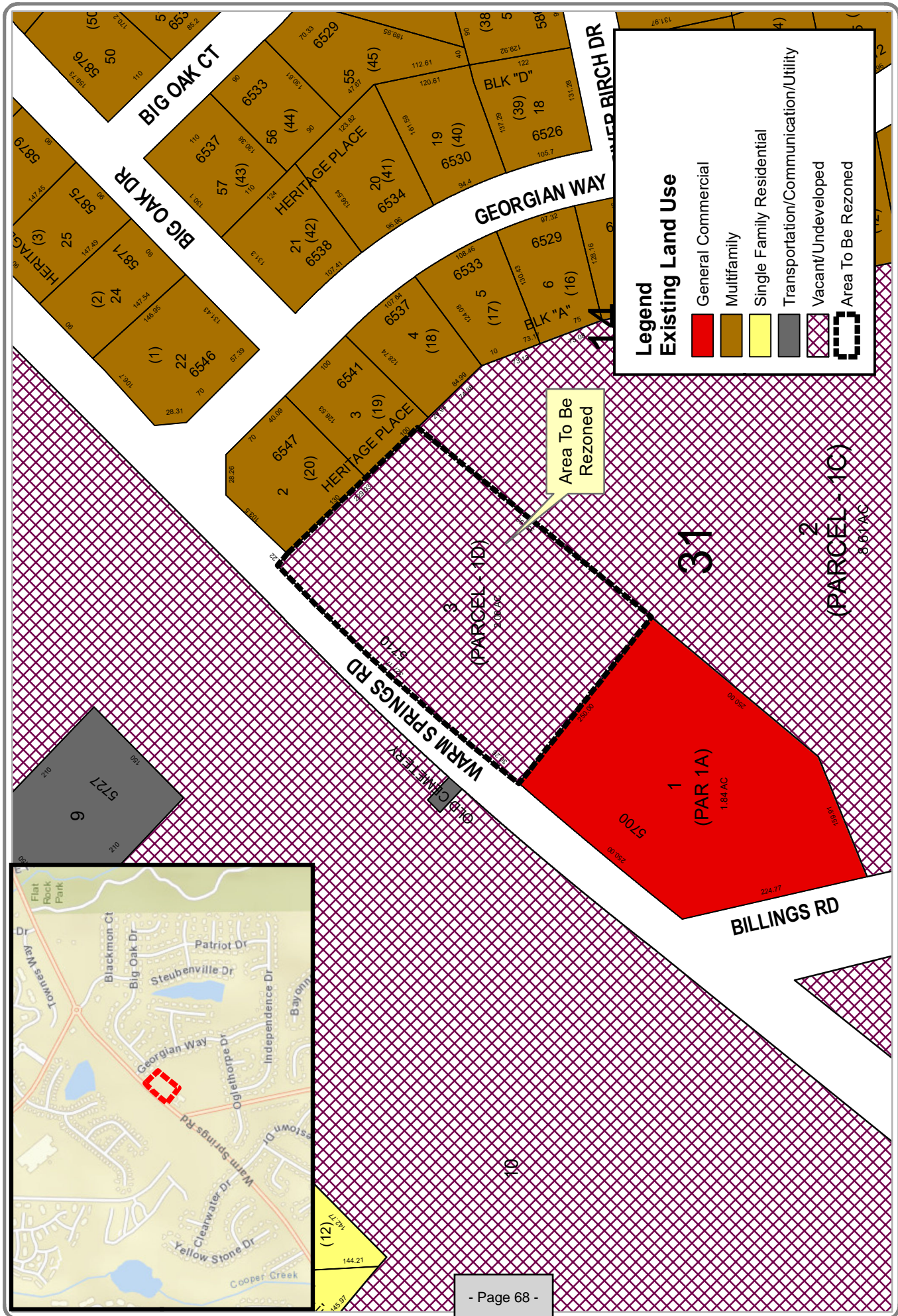
Item #2.
 0 75 150 Feet
 1 inch = 150 feet
 Data Source: IT/GIS
 Author: DavidCooper

Flood Hazard Map for REZN 06-24-1562
 Map 101 Block 031 Lot 003
 Planning Department-Planning Division
 Prepared By Planning GIS Tech

This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.

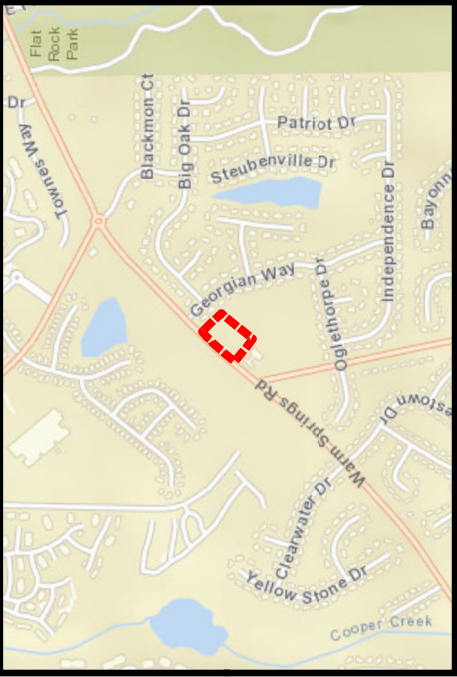


Date: 7/22/2024



Legend
Existing Land Use

- General Commercial
- Multifamily
- Single Family Residential
- Transportation/Communication/Utility
- Vacant/Undeveloped
- Area To Be Rezoned



Item #2.

150 Feet
 75
 0
 1 inch = 150 feet
 Data Source: IT/GIS
 Author: DavidCooper

Existing Land Use Map for REZN 06-24-1562
 Map 101 Block 031 Lot 003
 Planning Department-Planning Division
 Prepared By Planning GIS Tech

This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.

Date: 7/23/2024

REZONING TRAFFIC ANALYSIS FORM

ZONING CASE NO. REZN 07-24-1562
 PROJECT 5710 Warm Springs Road
 CLIENT
 REZONING REQUEST NC to GC

LAND USE

Trip Generation Land Use Code* 822, 715, 710
 Existing Land Use Neighborhood Commercial (NC)
 Proposed Land Use General Commercial - (GC)
 Existing Trip Rate Unit NC - Acreage converted to square footage.
 Proposed Trip Rate Unit GC - Square footage of suites

TRIP END CALCULATION *

Land Use	ITE Code	Zone Code	Quantity	Trip Rate	Total Trips
Daily (Existing Zoning)					
Single Tenant Office Building	715	NC	2.06 Acres	13.07	293
Total					293
Daily (Proposed Zoning)					
Strip Retail	822	GC	9600 Sq. Ft.		263
General Office	710	GC	6400 Sq. Ft.	10.84	69
Total					332

Includes AM, PM Peak & Saturday Weekday

Note: * Denotes calculation are based on Trip Generation, 8th Edition by Institute of Transportation Engineers

TRAFFIC PROJECTIONS

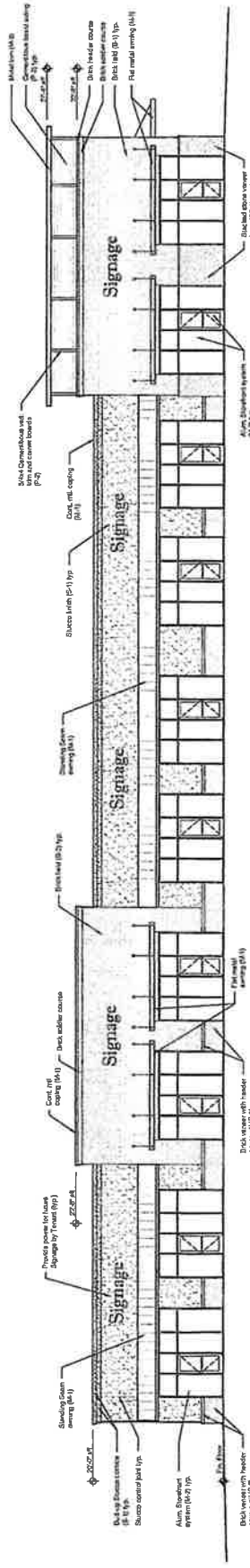
EXISTING ZONING (RMF1 & NC)

Name of Street	Warm Springs Road
Street Classification	Undivided Arterial
No. of Lanes	2
City Traffic Count (2023)	5,000
Existing Level of Service (LOS)**	B
Additional Traffic due to Existing Zoning	293
Total Projected Traffic (2024)	5,293
Projected Level of Service (LOS)**	B

Note: ** Denotes Level of Service Based on National Standards for Different Facility Type (TABLE 1 - General Highway Capacities by Facility Type)

PROPOSED ZONING (GC)

Name of Street	Warm Springs Road
Street Classification	Undivided Arterial
No. of Lanes	2
City Traffic Count (2023)	5,000
Existing Level of Service (LOS)**	B
Additional Traffic due to Proposed	332
Total Projected Traffic (2024)	5,332
Projected Level of Service (LOS)**	B



1 Front Elevation
 A3-1 Scale: 1/8" = 1'-0"

File Attachments for Item:

3. 1st Reading- An ordinance providing for the demolition of various structures located at:

- 1) 1119 37th Street (168 ADELINE AVE LLC, Owner)2) 1821 St. Elmo Drive (AMY M OURSO & ROBERT BRADFORD BICKERSTAFF II, Owner)3) 2734 Mimosa Street (WILLIE J. PASSMORE, Owner)4) 2935 Schaul Street (GLEN E. HEINZELMAN, Owner)5) 4207 Bellamy Street (GREEN PRIOR LEWIS, JR., Owner)6) 4245 Meritas Drive (JERAQUIS CHANEY, Owner)7) 4703 Connor Road (YAUNITA ARRINGTON, Owner)8) 245 Robert E. Lee Drive (CORTEZ TAYLOR, JR., Owner)

and for demolition services for the Inspections and Code Department in accordance with the attached Tabulation of Bid sheet. (Mayor Pro-Tem)

AN ORDINANCE

NO.

An ordinance providing for the demolition of various structures located at:

- 1) 1119 37th Street (168 ADELIN AVE LLC, Owner)
- 2) 1821 St. Elmo Drive (AMY M OURSO & ROBERT BRADFORD BICKERSTAFF II, Owner)
- 3) 2734 Mimosa Street (WILLIE J. PASSMORE, Owner)
- 4) 2935 Schaul Street (GLEN E. HEINZELMAN, Owner)
- 5) 4207 Bellamy Street (GREEN PRIOR LEWIS, JR., Owner)
- 6) 4245 Meritas Drive (JERAQUIS CHANEY, Owner)
- 7) 4703 Connor Road (YAUNITA ARRINGTON, Owner)
- 8) 245 Robert E. Lee Drive (CORTEZ TAYLOR, JR., Owner)

and for demolition services for the Inspections and Code Department in accordance with the attached Tabulation of Bid sheet.

WHEREAS, Section 8-81 through 8-90 of the Columbus Code specifies the procedure and requirements for removal of buildings unsafe or unfit for human habitation;

WHEREAS, these provisions and requirements have been and are fully complied with on the property listed below;

WHEREAS, administrative implementation instructions pertaining to this Ordinance are on file in the Finance Department, Accounting Division, the Inspections and Code Department, the Clerk of Council's Office, and the City Manager's Office;

WHEREAS, W.T. Miller is the contractor for the demolition of all structures located at:

- 1) 1119 37th Street (168 ADELIN AVE LLC, Owner)
- 2) 1821 St. Elmo Drive (AMY M OURSO & ROBERT BRADFORD BICKERSTAFF II, Owner)
- 3) 2734 Mimosa Street (WILLIE J. PASSMORE, Owner)
- 4) 2935 Schaul Street (GLEN E. HEINZELMAN, Owner)
- 5) 4207 Bellamy Street (GREEN PRIOR LEWIS, JR., Owner)
- 6) 4245 Meritas Drive (JERAQUIS CHANEY, Owner)
- 7) 4703 Connor Road (YAUNITA ARRINGTON, Owner)
- 8) 245 Rober E. Lee Drive (CORTEZ TAYLOR, JR., Owner)

in the total amount of **\$123,403.63** for demolition services; and

WHEREAS, funds are budgeted in the FY25 Budget, Community Development Block Grant-Neighborhood Redevelopment-Site Improvements. (Demolitions u by contracts are funded by the Community Development Block **- Page 73 -**rogram (CDBG) and the General

Fund (0101-240-2200-6381).

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA HEREBY ORDAINS:

SECTION 1.

After adoption and approval of this Ordinance and compliance with such required procedures, including the notices and hearing set forth, the demolition of the structures listed above, and for total costs listed above, in accordance with Sections 8-81 through 8-90 of the Columbus Code, is hereby authorized.

SECTION 2.

After validation by signature of duly appointed officials, the City's Chief Accountant shall cause the assessments to be entered in the Demolition Lien Book located in the Office of the Clerk of Superior Court.

SECTION 3.

A copy of this Ordinance shall be mailed to each property owner immediately after entry with a noted date, page, and line number of the Demolition Lien Book.

Introduced at a regular meeting of the Council of Columbus, Georgia, held on the 10th day of September, 2024; introduced a secondtime at a regular meeting of said council held on the 24th day of September 2024 and adopted at said meeting by the affirmation vote of members of Council.

Councilor Allen	voting	_____
Councilor Chambers	voting	_____
Councilor Cogle	voting	_____
Councilor Crabb	voting	_____
Councilor Davis	voting	_____
Councilor Garrett	voting	_____
Councilor Hickey	voting	_____
Councilor Huff	voting	_____
Councilor Thomas	voting	_____
Councilor Tucker	voting	_____

Sandra T. Davis
Clerk of Council

B.H. "Skip" Henderson, III
Mayor

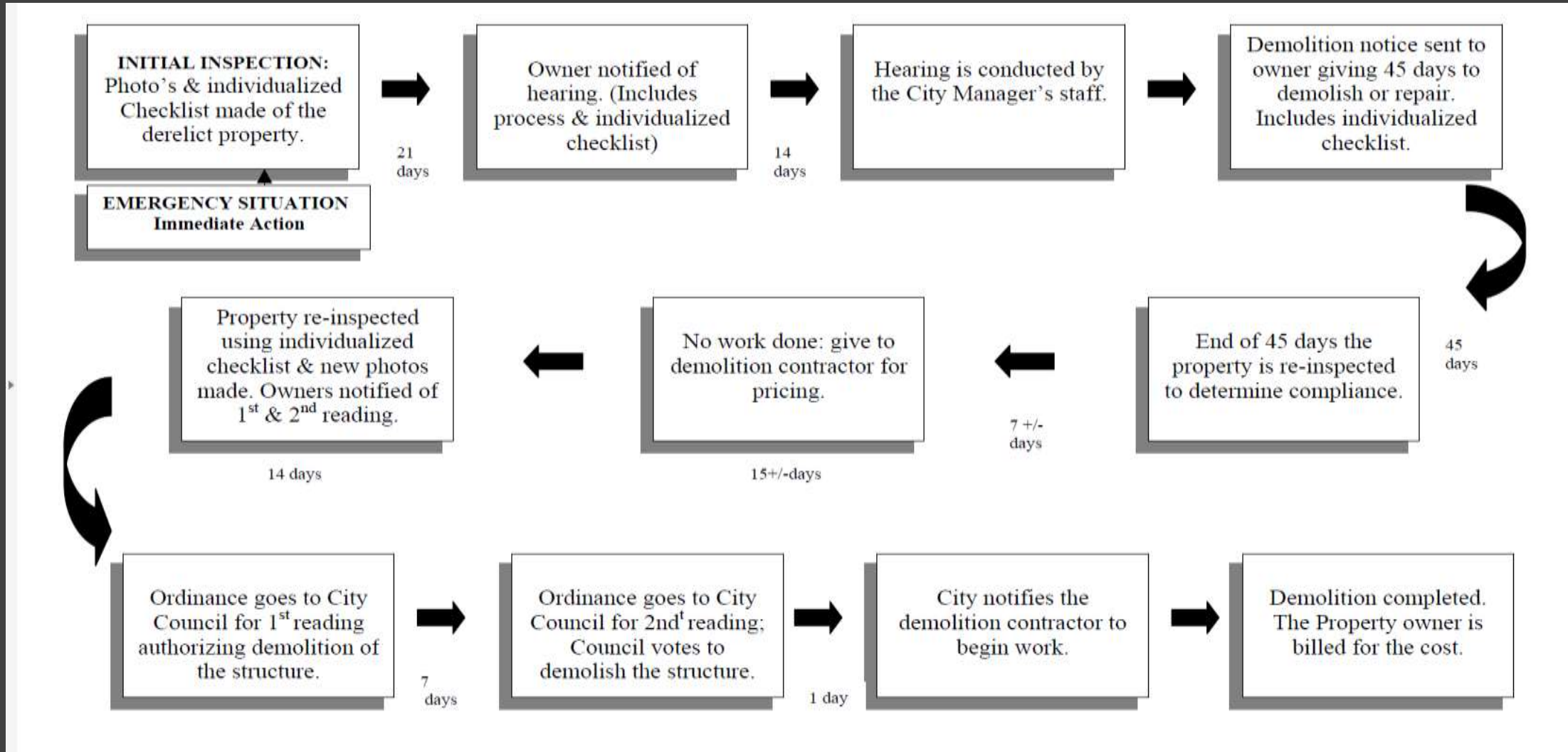
September 2024 Demolition Bid Tabulation Sheet	
Property	Demolition Amount
1) 1119 37th Street (168 ADELINE AVE LLC, Owner)	\$23,627.00
2) 1821 St. Elmo Drive (AMY M OURSO & ROBERT BRADFORD BICKERSTAFF II, Owner)	\$12,853.56
3) 2734 Mimosa Street (WILLIE J. PASSMORE, Owner)	\$12,499.48
4) 2935 Schaul Street (GLEN E. HEINZELMAN, Owner)	\$15,297.91
5) 4207 Bellamy Street (GREEN PRIOR LEWIS, JR., Owner)	\$11,369.40
6) 4245 Meritas Drive (JERAQUIS CHANEY, Owner)	\$24,757.04
7) 4703 Connor Road (YAUNITA ARRINGTON, Owner)	\$11,971.04
8) 245 Robert E. Lee Drive (CORTEZ TAYLOR, JR., Owner)	\$11,028.20
TOTAL	\$123,403.63



INSPECTIONS & CODE DEPARTMENT

Demolition Properties

Demolition Process



April 2024 Approved Demolitions

Property	Status
1) 1655 Elvan Avenue (Murtuza Ali Khan, Owner)	Property Owner rehabilitated property
2) 2545 Pye Avenue (Clark Property Management LLC, Owner)	Demolition Complete
3) 32 Woodland Circle (Edna Anderson, Owner)	Demolition Complete
4) 2903 10th Avenue (Dustin Cooper, Owner)	Ownership Changed
5) 2409 Heard Street (Estate of Catherine Greene, Owner)	Demolition Complete

Tabulation Bid Sheet – WT Miller September 2024

Proposed
Properties to
be Demolished

September 2024 Demolition Bid Tabulation Sheet	
Property	Demolition Amount
1) 1119 37th Street (168 ADELIN AVE LLC, Owner)	\$23,627.00
2) 1821 St. Elmo Drive (AMY M OURSO & ROBERT BRADFORD BICKERSTAFF II, Owner)	\$12,853.56
3) 2734 Mimosa Street (WILLIE J. PASSMORE, Owner)	\$12,499.48
4) 2935 Schaul Street (GLEN E. HEINZELMAN, Owner)	\$15,297.91
5) 4207 Bellamy Street (GREEN PRIOR LEWIS, JR., Owner)	\$11,369.40
6) 4245 Meritas Drive (JERAQUIS CHANEY, Owner)	\$24,757.04
7) 4703 Connor Road (YAUNITA ARRINGTON, Owner)	\$11,971.04
8) 245 Robert E. Lee Drive (CORTEZ TAYLOR, JR., Owner)	\$11,028.20
TOTAL	\$123,403.63

1119 37th Street (168 ADELINE AVE LLC, Owner)



1821 St. Elmo Drive (AMY M OURSO & ROBERT BRADFORD BICKERSTAFF II, Owner)

Item #3.



2734 Mimosa Street (WILLIE J. PASSMORE, Owner)



2935 Schaul Street (GLEN E. HEINZELMAN, Owner)



4207 Bellamy Street (GREEN PRIOR LEWIS, JR., Owner)



4245 Meritas Drive (JERAQUIS CHANEY, Owner)



4703 Connor Road (YAUNITA ARRINGTON, Owner)



245 Robert E. Lee Drive (CORTEZ TAYLOR, JR., Owner)





INSPECTIONS & CODE DEPARTMENT

Questions?

2409 Heard Street (Estate of Catherine Greene, Owner)



File Attachments for Item:

4. 1st Reading- An ordinance amending the procurement ordinance, Section 2-3.03 of the Columbus Code, to revise procurement purchasing limits; and for other purposes. (Councilor Tucker)

AN ORDINANCE

NO.

An Ordinance amending the procurement ordinance, Section 2-3.03 of the Columbus Code, to revise procurement purchasing limits; and for other purposes.

SECTION 1.

Section 2-3.03 of the Columbus Code is hereby amended by making the revisions shown on the attached Exhibit A. The purpose of the amendment is to establish the following purchasing limits attached as Exhibit B.

SECTION 2.

All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Introduced at a regular meeting of the Council of Columbus, Georgia held on the 10th day of September, 2024; introduced a second time at a regular meeting of said Council held on the ____ day of _____, 2024 and adopted at said meeting by the affirmative vote of ____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____
- Councilor Hickey voting _____
- Councilor Huff voting _____
- Councilor Thomas voting _____
- Councilor Tucker voting _____

Sandra T Davis
Clerk of Council

B. H. "Skip" Henderson, III
Mayor

Sec. 2-3.03. Procurement ordinance.

There is hereby adopted an ordinance entitled "Procurement Ordinance for the Consolidated Government of Columbus, Georgia," which is set out below.

(Ord. No. 85-23, 3-5-85; Ord. No. 20-053, 11-17-20)

ARTICLE 1. GENERAL PROVISIONS

Part A: Purpose and Application

1-101.Purpose. The purpose of this ordinance is to provide for fair and equitable treatment of all persons involved in public purchasing by the Consolidated Government of Columbus, Georgia ("the city"); to maximize the purchasing value of public funds in procurement; and to provide safeguards for maintaining a procurement system of quality and integrity.

1-102.Application. This ordinance applies to all purchases and contracts for the procurement of equipment, supplies, services and construction entered into by the city. It shall apply to every expenditure of public funds for public purchasing irrespective of the source of the funds.

Any department, office or agency receiving appropriations from council shall adhere to these purchasing policies, unless exempted by council action.

Exemption:The following agencies or funding sources are exempt from these procurement policies: **The Land Bank Authority, The Columbus, Georgia Golf Authority (whether doing business as Bull Creek Golf Course or Oxbow Creek Golf Course), Special Operations Federal Forfeiture Fund Task, Police Forfeiture Fund, Sheriff Forfeiture Fund, and Columbus, Georgia Convention and Trade Center.**

When the procurement involves the expenditure of federal assistance or contract funds, the procurement shall be conducted in accordance with any mandatory applicable federal law and regulations. Nothing in this ordinance shall prevent any public agency from complying with the terms and conditions of any grant, gift, or bequest that is otherwise consistent with the law.

Part B: Definitions

1-201.Definitions. The terms, phrases, words and their derivations set forth below shall have the meaning given herein. Words not defined herein or within the Official Code of Georgia Annotated shall be interpreted so as to give them the meaning they have in common usage. Words used in the singular shall include the plural, and the plural the singular; words used in the present tense shall include the future tense.

- (1) **Annual contract.** Any contract entered into for a period of one year or multiple one-year periods (including options to renew for additional one year periods), with a vendor or contractor, to provide Columbus Consolidated Government, upon request, with a specified product or service, such as uniforms, concrete, architectural services, at a predetermined or negotiated rate or cost.
- (2) **Architectural/engineering and land surveying services.** Those professional services within the scope of the practice of architecture, professional engineering, or land surveying, as defined by the laws of the State of Georgia.
- (3) **Award.** When the city council has authorized the award of a contract and approved the execution of the contract by the city manager or such other person as may be designated by the mayor and approved by council in accordance with Section 7-500 of the Charter. However no liability shall attach nor shall the contract be considered binding unless it has been duly executed by the contractor and returned with all required submittals including insurance and bonding, if applicable, executed by the city manager, or such other person as council may designate, attested to by the clerk, and approved by city attorney as to form.

- (4) **Bid.** An offer submitted in response to a request for bid issued by Columbus Consolidated Government, which can become a contract upon acceptance by the government.
- (5) **Bid bond.** A written agreement or check by which a third party guarantees that a bidder will accept a contract as bid, if it is awarded.
- (6) **Bid opening.** The public opening of bids which are recorded and made available for public inspection.
- (7) **Bidder (or offeror).** A person, company or firm who make a bid (or offer) to provide the Consolidated Government of Columbus, Georgia, or a using agency thereof, with supplies, services, or construction.
- (8) **Brand name or equal specifications.** A specification listing one or more items by manufacturers' names or catalogue number to describe the standard of quality, performance, and other salient characteristics needed to meet requirements, and which provides for the submission of equivalent products.
- (9) **Brand name specification.** A specification limited to one or more items by manufacturers' names or catalogue numbers.
- (10) **Business.** Any corporation, partnership, individual sole proprietorship, joint stock company, joint venture, or other private legal entity.
- (11) **Buyer.** An employee in the purchasing division who is responsible for processing solicitations.
- (12) **Change order.** A written modification to a contract, issued by the city, directing the contractor to make changes to the contract.
- (13) **Columbus Council.** The Governing Body of Columbus Consolidated Government.
- (14) **City Manager.** The Chief Administrative Officer of Columbus Consolidated Government.
- (15) **Collusion.** When two or more parties act together secretly to achieve a fraudulent or unlawful act. May manifest itself in the form of bid collusion when bidders secretly agree to unlawful practices regarding competitive bidding. May inhibit free and open competition in violation of antitrust laws. Also see *Identical bid*.
- (16) **Competitive sealed bidding.** Preferred method of Columbus Consolidated Government for acquiring goods, services, and construction for public use in which award is made to the lowest responsive and responsible bidder, based solely on the response to the criteria set forth in the RFB (request for bid); does not include discussions or negotiations with bidders.
- (17) **Competitive sealed proposals.** A procurement method used by Columbus Consolidated Government for obtaining goods, services and construction for public use in which discussion and negotiations may be conducted with responsible offerors who submit responsive proposals, i.e. RFP (request for proposals).
- (18) **Confidential information.** Any information which is available to an employee only because of the employee's status as an employee of the Consolidated Government of Columbus, Georgia and is not a matter of public knowledge or available to the public on request.
- (19) **Construction.** The process or building, altering, repairing, improving, or demolition any public structure or building, or other public improvements of any kind to any public real property. Routine operation, repair, or maintenance of existing structures, buildings, or real property is not included.
- (20) **Contract.** Any type of administrative agreement, regardless of what it may be called for the procurement or disposal, by Consolidated Government of Columbus, Georgia, of supplies, services, or construction.

- (21) **Contract modification (or bilateral change).** Any written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity, or other provisions of any contract accomplished by mutual action of the parties under contract.
- (22) **Contractor.** Any person, firm, or company having a contract with the Consolidated Government of Columbus, Georgia or a using agency thereof.
- (23) **Cooperative procurement (purchasing).** A) The action taken when two or more entities combine their requirements to obtain advantages of volume purchases including administrative savings and other benefits; B) A variety of arrangements whereby two or more public procurement units purchase from the same supplier or multiple suppliers using a single RFB or RFP; or C) Cooperative procurement efforts may result in contracts that other entities may "piggyback".
- (24) **Cost analysis.** The evaluation of cost data for the purpose of arriving at costs actually incurred or estimates of the costs to be incurred, the prices to be paid, and the costs to be reimbursed.
- (25) **Cost data.** Factual information concerning the cost of labor, material, overhead, and other cost elements which are expected to be incurred or which have been actually incurred by contractor in performing the contract.
- (26) **Cost-reimbursement contract.** A contract under which a contractor is reimbursed for costs that are allowable and allocable in accordance with the contract terms and the provisions of this ordinance, and for a fee or profit, if any.
- (27) **Davis-Bacon Act.** A Federal Law (1931) which requires contractors who perform public works construction projects, that are federally funded, to pay their workers the prevailing wage rate paid in the area for similar work, as set forth by the secretary of labor.
- (28) **Debarment.** To prohibit a seller/contractor from bidding on future requirements for cause for a certain period of time for Columbus Consolidated Government.
- (29) **Debriefing.** A practice used primarily during the request for proposal process, whereby the Columbus Consolidated Government purchasing manager, buyer or other representative will meet with those parties whose proposals were not deemed appropriate for award. It is viewed as a learning process for proposers who may gain a better understanding regarding perceived deficiencies contained within their submitted proposal.
- (30) **Default.** The omission or failure of a vendor to perform a legal or contractual duty, to observe a promise or discharge an obligation, or to perform an agreement for Columbus Consolidated Government.
- (31) **Disadvantaged business enterprise (DBE).** A disadvantaged business enterprise or DBE is a for-profit small business concern that is at least 51 percent owned by one individual or at least two individuals who are both socially and economically disadvantaged. In the case of a corporation, 51 percent of the stock must be owned by one or more socially and economically disadvantaged individuals. In addition, the business management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it. (*Georgia DOT*) See also *Historically Under-Utilized Business Enterprise, Minority-Owned Business Enterprise and Women-Owned Business Enterprise*.
- (32) **Emergency purchase.** A purchase made by Columbus Consolidated Government due to an unexpected and urgent request where health and safety or the conservation of public resources is threatened. Usually formal competitive bidding procedures are waived.
- (33) **Employee.** An individual drawing a salary or wages from the Consolidated Government of Columbus, Georgia, whether elected or not.

- (34) **Financial interest.** Ownership of any interest, or involvement in any relationship, from which or as a result of which a person has received within the past year, or is presently or in the future entitled to receive, any compensation; ownership of ten percent or more of any property or business; or holding a position in business such as officer, director, trustee, partner, employee, or the like, or holding any position of management.
- (35) **Gratuity.** A payment, loan, subscription, advance, or deposit of money, services, or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value is received.
- (36) **Historically underutilized business (HUB).** See definition for *Disadvantaged Business Enterprise (DBE)*.
- (37) **Identical bid.** A bid that is exactly the same in all respects with another bid submitted to Columbus Consolidated Government at the same time and for the same requirements. Bids that are the same price but submitted by two or more bidders. In some cases, terms and conditions may be the same. Identical bids may raise an antitrust concern when there is reason to suspect collusion between the bidders. Also see *Collusion*.
- (38) **Immediate family.** A spouse, children, parents, brothers, and sisters.
- (39) **Invitation for bids or request for bid.** All documents, whether attached or incorporated by reference, utilized for soliciting sealed bids.
- (40) **Local public procurement unit (or public procurement unit).** Any county, city or any other subdivision of the consolidated government or public agency of any such subdivision; or any educational, health, or other institution or public authority (or, to the extent provided by law, any other entity which expends public funds for the procurement of supplies, services, and construction) within the boundaries or under the jurisdiction of the consolidated government.
- (42) **Minority business enterprises (or MBE)** See definition for *Disadvantaged Business Enterprise (DBE)*.
- (43) **Only known source (sole source procurement).** A situation created due to the inability to obtain competition. May result because only one vendor or supplier possesses the unique ability or capability to meet the particular requirements of the solicitation. The city requires a justification from the requesting agency explaining why this is the only source for the requirement.
- (44) **Piggyback (piggyback cooperatives).** A form of intergovernmental cooperative purchasing in which an entity will be extended the pricing and terms of a contract entered into by a larger entity. Generally, a larger entity will competitively award a contract that will include language allowing for other entities to utilize the contract which may be to their advantage in terms of pricing, thereby gaining economies of scale that they normally would not receive if they competed on their own. Example: A smaller government agency has the ability to use its state issued contract to obtain goods and services which is also known as "riding" a contract. (*NIGP*)
- (45) **Price analysis.** The evaluation of pricing data without analysis of the separate cost components and profit as is done in cost analysis; it may be used to assist in arriving at prices to be paid and costs to be reimbursed.
- (46) **Pricing data.** Factual information concerning prices for items (including offered or proposed selling prices, historical selling prices, and current selling prices at all levels of contracting and subcontracting) substantially similar to those being prepared.
- (47) **Procurement** The buying, purchasing, renting, leasing, or otherwise acquiring of any supplies, services, or construction; also, all functions that pertain to the obtaining of any supply, service, or construction item, including description of requirements, selection and solicitation of sources, preparation and award of contract, and all phases of contract administration.

- (48) **Professional services.** Those services provided by persons defined by the laws of the state to be professionals (accountants, clergy, physicians, lawyers, dentists, etc.) or any other services found by the city to be professional services (in that provision of these services involves extended analysis; exercising discretion and independent judgment in their performance; an advanced and specialized type of knowledge, expertise, or training customarily acquired either by prolonged course of study or equivalent experience in the field or both).
- (49) **Public agency.** A public entity subject to or created by the Consolidated Government of Columbus, Georgia.
- (50) **Public records.** Public records are records prepared and maintained or received in the course of a government agency's operation. They may exist electronically, as a hard copy, or in some other format. The substance of the content matters, not the format. As a result, public records may include:
- Documents.
 - Handwritten notes.
 - Emails.
 - Text messages.
 - Calendars.
 - Papers.
 - Letters.
 - Maps.
 - Books.
 - Tapes.
 - Photographs.
 - Computer-based or computer-generated information.
 - Data.
 - Data fields.

Public records also include records possessed by a private person or entity in the performance of a service or function on behalf of the "agency." Providing accurate and timely responses to open records requests is vital to the operation of a transparent local government. It is important that the city attorney be consulted on complicated or unusual open records requests to ensure that responses comply with state law and that the records requested are subject to disclosure under Georgia or federal law.

- (51) **Qualified-products list.** An approved list of supplies, services, or construction items described by model or catalogue numbers, which, prior to competitive solicitation, the consolidate government has determined will meet the applicable specification requirements.
- (52) **Request for proposals.** All documents, whether attached or incorporated by reference, utilized for soliciting proposals. The city uses this process to solicit proposals from potential providers for goods and services (Offerors). Price is usually not a primary evaluation factor. Provides for the negotiation of all terms, including price prior to contract award.
- (53) **Responsible bidder (or responsible offeror).** A bidder (or offeror) who has the capability in all respects to fulfill the contract requirements, and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment, and credit to assure good-faith performance.

- (54) **Responsive bidder (or responsive offeror).** A person who has submitted a bid (or offer) which conforms in all material respects to the requirements set forth in the invitation for bids or request for proposal.
- (55) **Services.** The furnishing of labor, time, or effort by a contractor, not involving the delivery of a specific end product other than reports which are merely incidental to the required performance.
- (56) **Small business.** An independently owned firm, corporation, or establishment, having a small number of employees, low volume of sales, small amount of assets, and limited impact on the market. (*NIGP*)
- (57) **Solicitation.** An invitation for bids, a request for proposals, telephone calls or any document used to obtain bids or proposals for the purpose of entering into a contract.
- (58) **Specifications.** Any description of the physical or functional characteristics or of the nature of a supply, service, or construction item. It may include a description of any requirement for inspecting, testing, or preparing a supply, service, or construction item for delivery.
- (59) **Supplies.** All property, including but not limited to equipment, materials, printing, insurance, and leases of real property, excluding land or a permanent interest in land.
- (60) **Surplus supplies/equipment.** Any tangible city-owned supplies (other than expendable supplies) or equipment no longer of any use to the city. This includes obsolete supplies, equipment, scrap materials and nonexpendable supplies that have completed their useful life cycle.
- (61) **Using agency.** Any department, commission, board, or public agency requiring supplies, services, or construction procured pursuant to this Ordinance.
- (62) **Women-owned business enterprise (WBE).** A business of which 51 percentage is owned or controlled by a woman or women. See also *Disadvantaged Business Enterprise (DBE)*.

ARTICLE 2. OFFICE OF THE PURCHASING MANAGER

2-101.Appointment and tenure.

- 1) **Appointment.** The purchasing manager shall be appointed by the finance director.
- 2) **Tenure.** The purchasing manager shall be a member of the merit system, responsible directly to the finance director.

2-102.Authority and duties.

- (1) **Principal public purchasing official.** Except as otherwise provided herein, the purchasing manager shall serve as the principal public purchasing official for the city and shall be responsible for the procurement of supplies, services, and construction in accordance with this article, as well as, the management and disposal of supplies.
- (2) **Duties.** The purchasing manager shall be subject to the finance director's supervision to perform the following duties:
 - a. Manage the purchasing division,
 - b. Procure or supervise the procurement of all supplies, services, and construction needed by the city,
 - c. Sell, trade, or otherwise dispose of surplus supplies belonging to the city,
 - d. Establish and maintain programs for specifications development, contract administration, and inspection and acceptance, in cooperation with the public agencies using the supplies, services, and construction,

- e. Interpret and execute the policies and procedures of the city relating to procurement and (through subordinate supervision) develop, install, and maintain a harmonious procurement program for the city,
 - f. Direct and supervise proper procedures to develop the objectives of the city regarding procurement practices,
 - g. Maintain a complete file of all transactions (including bid bonds, performance bonds, contracts, pricing data, etc.) related to all purchases other than small purchases as defined in section 3-104 (1) **Small purchases: Purchases up to \$21,0500.00**; and
 - h. Perform such related duties developing and initiating the division budget; proposing cost-efficient models to improve overall efficiency for all departments regarding procurement procedures; and representing the Finance Director in the performance of assigned tasks.
- (3) **Operational procedures.** Consistent with this article, and with the approval of the finance director, the purchasing manager may adopt operational procedures relating to the execution of its duties. These shall be set forth in a procurement handbook.

2-103. Delegations of authority to other city officials. With written approval of the finance director, the purchasing manager may delegate authority to purchase certain supply, service, or construction items to other city officials if such delegation is deemed necessary for the effective procurement of those items, notwithstanding the provisions of section 2-102 (authority and duties).

ARTICLE 3. SOURCE SELECTION AND CONTRACT FORMATION

Part A: Methods of Source Selection

3-101. Purpose. The purpose of this article is to provide written and uniform procedural guidelines for the procurement of goods and services for Columbus, Georgia. These policies shall govern the procurement of commodities, equipment, services and all related contracts and agreements.

Any department, office or agency receiving appropriations from council shall adhere to these purchasing policies, unless exempted by council action.

Exemption: The following agencies or funding sources are exempt from these procurement policies: The Land Bank Authority, Bull Creek Golf Course, Oxbow Creek Golf Course, Special Operations Federal Forfeiture Fund, Police Forfeiture Fund, Sheriff Forfeiture Fund, and Columbus, Georgia Convention and Trade Center.

3-101A. Public access to procurement information. Procurement information shall be a public record to the extent provided in the ordinance and shall be available to the public as provided in such statutes.

3-102. Legal authority. This procurement ordinance is adopted by council as of the effective date of November 17, 2020 pursuant to the authority of Section 7-500 of the Columbus Charter.

3-103. Agency responsibility. Columbus may use a combination of decentralized and centralized purchasing to obtain goods and services for its various agencies.

For decentralized purchasing, this policy is intended to delegate appropriate levels of fiscal and purchasing responsibility to the city's using agencies. It is the responsibility of each department (agency) head to manage all needed purchases within the limits of the department's adopted operating budget, approved each fiscal year.

Departments (agencies), unless exempted by this ordinance, are required to follow all procurement rules and regulations presented in this ordinance. As well as any operational procedural guidelines enacted by the finance department.

3-104. Purchasing limits. The procedures specified in this section shall be employed for all purchases of goods and services which are not otherwise exempt.

- (1) **Small purchases: Purchases up to and including ~~\$1,000.00~~ \$2,500.00:** Any supply, material or contractual service, including construction, not under an annual contract, with an estimated total cost of ~~\$1,02,500.00~~ or less may be purchased by the using agency through the use of a city issued credit/procurement card. If the credit/procurement card is not accepted by a merchant, then an official purchase document issued by Columbus or petty cash disbursement may be used. **(Petty cash disbursements shall not exceed ~~\$50.00~~ \$100.00).** This requirement shall apply to the purchase of any single item or single purchase of multiple items with an estimated total cost not to exceed \$21,0500.00.
- (2) **Competitive quotation purchases: Purchases from ~~\$1,001.00~~ \$501.00 up to and including \$215,000.00:** Any supply, material or contractual service, including construction, not under an annual contract, with an estimated total cost greater than \$21,0500.00, but not more than \$25,000.00 may be purchased on the open market by the using agency obtaining and submitting to purchasing at least three written quotations from reputable vendors. This requirement shall apply to the purchase of any single item or single purchase of multiple items with an estimated total cost greater than \$21,0500.00 and up to and including \$25,000.00. An official purchase order of the Columbus Consolidated Government, issued to the awarded vendor(s), shall be used for the procurement. Final purchasing approval authority will be the purchasing manager.
- (3) **Sealed quotations: Purchases from \$215,001.00 up to \$2449,999.99:** Any supply, material or contractual service, including construction, not under an annual contract, with an estimated total cost greater than \$125,0010.00, but not more than \$2449,999.99 shall be purchased on the open market, without regard for formal advertising by obtaining competitive sealed quotations. The competitive sealed quotation process will be administered by the purchasing division. This requirement shall apply to the purchase of any single item or single purchase of multiple items with an estimated total cost greater than \$25,0001.00 up to \$2449,999.99. An official purchase order of the Columbus Consolidated Government, issued to the awarded vendor(s), shall be used for the procurement. Final purchasing approval authority is the city manager, who has delegated this authority to the finance department.
- (4) **Competitive sealed bid (formal) bid process or competitive sealed proposals (negotiation): Purchases \$2550,000.00 and greater:** Any supply, material or contractual service, including construction, which has an estimated total cost of \$2550,000.00 or more shall be purchased through the competitive sealed bid process or through the competitive sealed proposal process. These procurements shall be formally advertised. This requirement shall apply to the purchase of any single item or single purchase of multiple items with an estimated total cost of \$5025,000.00 or greater. The sealed bid process and the request for proposal process will be administered by the purchasing division. An official purchase order of the Columbus Consolidated Government shall be issued to the awarded vendor(s) for the procurement, or when applicable, a contract shall be executed.

In addition, any supply, material, or contractual service required under an annual contract, for any term length and regardless of the total cost, shall be procured through the use of the formal bid process or competitive sealed proposal process. Purchasing authority: Columbus City Council.

3-105.Small purchases: Purchases up to and including \$21,0500.00: Any supply, materials or contractual service, *not under an annual contract*, with an estimated total cost not exceeding ~~\$1,000~~ \$215,0500.00 may be purchased by the using agency through the use of a credit/procurement card, an official purchase document issued by the city or petty cash disbursement. **However, petty cash disbursements shall not exceed \$50.00 \$100.00** This requirement shall apply to the purchase of any single item or single purchase of multiple items with an estimated total cost not to exceed ~~\$1,0002,500.00~~.

(1) **Credit/procurement card.**

- A. **Purpose.** The city has used various methods to accomplish small dollar purchases of goods and services. These methods, such as petty cash and purchase orders, have proven to be costly, time

consuming and occasionally have not been accepted by merchants. The city has initiated this credit/procurement card policy for the following reasons:

Credit/procurement card...

- Represents a faster, more efficient way to purchase small dollar items.
- Costs less to process than a purchase order.
- Provides agencies with more flexibility.
- Increases productivity, by decreasing lag time waiting for purchase orders to process.
- Provides sufficient control.

The finance department will develop directives to establish those procedures and policies under which agencies shall control the use of credit/procurement cards that will be assigned to and utilized by selected city employees to purchase goods and services on behalf of the city. The directive will accomplish the following:

- Ensure the procurement with credit/procurement cards is accomplished in accordance with the city's ordinances, policies and established rules.
- Ensure appropriate internal controls are established within each agency procuring with credit/procurement cards so the procurement card is used only for authorized purposes.
- Provide employees who must procure for the city, a convenient method to perform purchasing activities by reducing the need for a purchase order.

Finally, it is intended that the policies and procedures established be viewed as minimum standards for agencies who may wish to establish additional controls beyond those suggested. However, minimum control standards shall be established by the finance director or designee.

- B. **Scope.** The directive will be applicable to any and all city agencies, including elected officials, who have selected employees to use credit/procurement cards to purchase supplies and materials approved by the directive.
- C. **Using agency responsibility.** The decision of when a credit card is issued, and to whom issued, will be decided by the department head/elected official* or his/her designee only. The department head/elected official or his/her designee will request issuance of the credit card from the purchasing manager. The department head/elected official will be responsible for usage of credit/procurement cards by employees.

***In accordance with O.C.G.A. § 36-80-24, Columbus Council shall designate which Columbus and Muscogee County Elected Officials shall receive CCG purchasing/credit cards for themselves or their staff.**

- D. **Controls.** A number of unique controls have been developed for this program that do not exist in a traditional credit card environment. These controls ensure that the card can be used only for specific purposes and within specific dollar limits. In addition, certification of all purchases is required by each cardholder, with verification and approval performed by the approving official (department head/elected official or designee).
- E. **Restrictions.** The use of the credit/procurement card is prohibited for the purchase of the following:
- Personal purchases of any kind, specifically including any purchase not directly related to the cardholder's public duties.

- Purchase of any one item or aggregate items, *from a single vendor*, which cost more than the approved small purchase limit. Currently, the small purchase limit is \$12,05000.00.
NOTE: CARDHOLDERS SHALL NOT SPLIT PURCHASES TO STAY UNDER THE \$12,05000.00 LIMIT FOR SMALL PURCHASES.
- Cash advances.
- Goods/services under annual contract. These items must be paid through the finance system, as the bid prices for most contracts are loaded in the system as an audit check.
- Microcomputer software and hardware (Unless approved by or purchased by the information technology department).
- Gift cards—Gift cards are prohibited unless approved by the city manager.
- Spouse/significant other travel expenses.
- Entertainment.
- Alcohol products.
- Tobacco products.
- Professional services (i.e. Physicians, attorneys, veterinarians, accountants, etc. These services are 1099 reportable and should be paid through the finance system).
- Food. The purchase of food is prohibited unless for an authorized business purpose.

The department head/elected official will be held responsible for any card violations committed by employees.

(2) **Purchase order—Petty cash disbursement.**

- A. **Purpose.** Although the majority of small purchases should be accomplished with the credit/procurement card, there may be instances where the credit card/procurement card cannot be utilized. In the event a credit/procurement card cannot be used, an official purchase order or petty cash disbursement shall be utilized for small purchases.
- B. **Purchase order.** The purchase order will represent a contract for the small purchase and the using agency will have the option of hand delivering, emailing, or mailing the document to the vendor. The same purchasing restrictions that apply for credit/procurement card purchases will apply for the use of the purchase order for small purchases with a total estimated cost up to \$21,05000.00.
- C. **Petty cash disbursement.** Petty cash disbursements may be used when the credit/procurement card or purchase order is not practical. The establishment of Petty cash disbursement Accounts must be approved by the Finance Director. **No petty cash disbursement shall exceed \$50,000100.00.**

3-106.Competitive quotation purchases: Purchases from \$12,5001001.00 up to and including \$215,00000.00.

- (1) **Purpose.** Any supply, material or contractual service, not under an annual contract, with an estimated cost from \$21,5001.00 up to and including \$125,00000.00 may be purchased on the open market by the using agency obtaining at least three written quotations from reputable vendors. At least one of the quotations must be from a certified DBE, if a DBE is available to provide the supply, material or contractual service. This requirement shall apply to the purchase of any single item or single purchase of multiple line items, from a single vendor, with an estimated cost from \$21,5001.00 up to and including \$215,00000.00.

Purchases in this dollar range can also be obtained via cooperative purchasing.

- (2) **Using agency responsibility.** Procurements from \$~~21,500~~1.00 up to and including \$~~125,000~~ shall be approved only after the appropriate representative from the using agency has completed training in obtaining written quotations, documentation procedures and has demonstrated knowledge in these areas, as well as, acquainted themselves with the process of identifying and contacting vendors. Minimally, the agency will be responsible for documenting the following: 1) the price quote requesting form or document issued by the department; 2) the names of all businesses submitting quotations; 3) the names of the individual providing the quotations; 4) the date the quotations were received; 5) written quotes submitted by vendors; and 6) city employee obtaining the quotation. All documentation will be filed in the purchasing division as a matter of public record.
- (3) **Purchasing instrument.** The using agency shall initiate an official purchase order to the recommended vendor(s). All documentation will be forwarded to the purchasing division for review and final approval.
- (4) **Purchasing authority.** The purchasing manager shall have final approval for all from \$~~21,500~~1.00 up to and including \$~~125,000~~.00.
- (5) **Award.** The award will be made to the lowest, responsible, responsive vendor(s). Council action is not required.

3-107. Sealed quotations: Purchases from \$~~125,001~~.00 up to \$~~2449,999.99~~.00.

- (1) **Purpose.** Any supply, material or contractual service, not under an annual contract, with an estimated total cost from \$~~125,001~~.00 up to \$~~2449,999.99~~.00 shall be purchased on the open market, without regard for formal advertising by obtaining competitive sealed quotations.

Purchases in this dollar range can also be obtained via cooperative purchasing.

The competitive sealed quotation process will be administered by the purchasing division. This requirement shall apply to the purchase of any single item or single purchase of multiple items, from a single vendor, with an estimated total cost from \$~~125,001~~.00 up to \$~~4924,999.99~~.00. The same procedures will be followed as outlined in **section 3-108, formal competitive sealed bidding**, with the exception of the following changes:

- A. **Using agency responsibility.** The using agency will be required to supply, to the Purchasing Division, the following information: 1) detailed specifications describing the required good/service; 2) suggested vendors whom the using agency is aware can supply the required good/service; 3) the time frame the good or service is required. The using agency shall establish a project manager for the procurement.
- B. **Quotation solicitation.** The purchasing division shall administer the quotation solicitation. No formal advertising is required.
- C. **Notice.** Vendors will be given at least fifteen business days to respond to a competitive sealed quotation solicitation. The city may seek competitive quotations in a shorter period, due to time constraints or need, if necessary, as determined by the purchasing manager.
- D. **Quotation receipt and opening.** Sealed quotations shall be opened publicly in the presence of one or more witnesses at the time and place stated in the public notice. The amount of each quotation, the bidder's name and such other relevant information as the purchasing manager deems appropriate shall be recorded and retained in accordance with Georgia law. The record and each bid shall be open to the public in accordance with Article 3, 301A of the Procurement Ordinance (Public Access to Procurement Information).
- E. **Evaluation.** Quotation responses will be evaluated by the using agency for award recommendation. Purchasing staff will perform further review for due diligence.

- F. **Award.** The award will be made to the lowest, responsible, responsive vendor(s). Council action is not required.
- G. **Purchase authority.** Final purchasing approval authority is the city manager, who has delegated this authority to the finance department.
- H. **Purchasing instrument.** After approval of the award recommendation, the purchasing division will issue an official purchase order to the awarded vendor(s). All information concerning the procurement will be kept in a project file, in the purchasing division, as a matter of public record.

3-108. Competitive sealed (formal) bid process: Purchases \$2550,000.00 and greater.

- (1) **Purpose.** All city procurements with an estimated total cost of \$2550,000.00 and greater will be awarded by the competitive sealed bid process, except as provided in the sections titled competitive sealed proposal (negotiation), emergency procurement, only known source procurement and cooperative purchase.

Procurements with an estimated value less than \$5025,000.00 may be formally bid if deemed to be in the best interest of the city by the purchasing manager. However, the purchase will be approved by the authority specified for the total cost of the procurement, per section 3-104, purchasing limits.

- A. **Project manager.** For any procurement large enough to require the use of competitive sealed bidding, an officer or employee of the using agency involved in the procurement shall act as project manager. The purchasing manager may assign certain tasks and record keeping requirements related to the procurement. The project manager will keep and make available to the purchasing division all records required for the tasks assigned.
- B. **Request for bid advertisement.** The using agency shall submit to the purchasing manager, applicable specifications, requirements, justifications and cost center(s) to be charged for the procurement.
- C. **Invitation for bids.** An invitation for bids shall be issued and shall include specifications and all contractual terms and conditions applicable to the procurement.
- D. **Public notice.** The public will be given adequate notice of the invitation for bids, provided that, adequate notice shall mean at least 15 business days before the bid opening date, which is stated in the Invitation. ***The city reserves the right to seek competitive sealed bids in a shorter period, if necessary, as determined by the purchasing manager.***

Notice shall be published in a reasonable time before bid opening, contain a description of the procurement in general terms, as well as, the place, date, and time of bid opening, and appear in a newspaper(s) of general circulation, specifically the city's legal organ. In addition to publication in newspapers, notice shall also be made by electronic means, including posting on the Internet and on the city's government access television channel.

Public works construction projects shall be advertised in accordance with Georgia State Law.

The city reserves the right to mail or e-mail invitations directly to vendors under the following circumstances:

- Solicitations for specialized equipment/supplies.
- Solicitations for specialized services.
- Re-bid of solicitations where normal advertising procedures netted no responses.
- Whenever deemed necessary by the purchasing manager.

- E. **Bid opening.** Bids shall be opened publicly in the presence of one or more witnesses at the time and place stated in the public notice. The amount of each bid, the bidder's name and such other relevant information as the purchasing manager deems appropriate shall be recorded and retained in accordance with Georgia law. The record and each bid shall be open to the public in accordance with Article 3. 301A of the Procurement Ordinance (Public Access to Procurement Information).
- F. **Bid receipt and evaluation.** Bids shall be unconditionally received without alteration or correction except as authorized in the city's procurement ordinance. Bids shall be evaluated based on requirements set forth in the invitation for bid, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation cost, and total or life-cycle costs. The specifications presented in the invitation for bids shall represent the evaluation criteria. No other criteria may be used to evaluate bids.
- G. **Correction or withdrawal of bids; Cancellation of awards.** Correction or withdrawal of inadvertently erroneous bids before bid opening, or cancellation of awards or contracts based on such bid mistakes, may be permitted where appropriate. Mistakes discovered before bid opening may be modified or withdrawn by written notice received in the purchasing division.

After bid opening, corrections in bids shall be permitted only to the extent that the bidder can show by clear and convincing evidence that a mistake of a nonjudgmental character was made, the nature of the mistake and the bid price actually intended. After bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the city or fair competition shall be permitted. In lieu of bid correction, a low bidder alleging a material mistake of fact may be permitted to withdraw its bid if the mistake is clearly evident on the face of the bid document but the intended correct bid is not similarly evident, or if the bidder submits evidence which clearly and convincingly demonstrate that a mistake was made.

All decisions to permit correction or withdrawal of bids or to cancel awards of contracts based on bid mistakes will be supported by the purchasing manager's written determination.

- H. **Receipt of one sealed bid.** In the event only one sealed bid is received, no formal bid opening shall take place. First, the Purchasing Division shall conduct a survey of vendors to inquire of "no bid" responses and non-responsive vendors. If, from the survey, it is determined by the purchasing division that specifications need revision, the one bid received will be returned unopened to the vendor, with a letter of explanation and a new bid solicitation prepared. If it is determined that other vendors need to be contacted, the bid due date will be extended, and the one bid received will remain sealed until the new bid opening date. The vendor submitting the single bid will receive a letter of explanation.

If it is determined the one bid received is from the only responsive, responsible bidder, then the bid shall be opened by the purchasing manager or designee, in the presence of at least one other witness. The single bid will be evaluated by the using agency for award recommendation.

- I. **Receipt of tie bids.** In the event multiple responsive, responsible bidders are tied for the lowest bid price and all other terms and requirements are met by all tied bidders, the award recommendation shall be resolved in the order of the preferences listed below:
1. Award to the local bidder whose principal place of business is located in Columbus, Georgia.
 2. Award to bidder previously awarded based on favorable prior experience.
 3. Award to bidder whose principle place of business is located in the State of Georgia.

4. If feasible, divide the award equally among the bidders.
5. If it is not feasible to award equally and only two bidders are tied, perform a coin toss in the presence of the two bidders, either in person or virtually.
6. *If the above preferences are insufficient to resolve the tie, all bid responses will be rejected and the bid will be re-advertised.*

- J. **Award.** After evaluation of the bids, the using agency will forward a written award recommendation to the purchasing division. The award recommendation shall be reviewed by the purchasing division. The purchasing manager shall approve the recommendation prior to placement on council agenda for council action.

If the low bidder is not recommended for a bid award, the using agency must submit, in writing, the reason(s) the low bidder is not recommended. The purchasing division will notify the low bidder as to why his/her bid is not recommended. The low bidder will be given the opportunity to respond to any, and all reasons their bid is not recommended. Final decisions to accept or reject the responses and to recommend the bid award will rest with the purchasing manager and the using agency.

If the low responsive and responsible bidder exceeds available budgeted funds as certified by the approved budget for the pertinent fiscal year, the purchasing manager is authorized to negotiate an adjustment of the bid price to bring the bid within the amount of available funds. This should only occur when time or economic considerations preclude re-solicitation of work of a reduced scope. Any such negotiated adjustment shall be based only upon eliminating independent deductive items specified in the invitation for bids.

- K. **Bid award for procurements \$2550,000.00 and greater.** Any procurement with a total cost \$2550,000 and greater shall be approved by council action.

3-109. Annual contracts: Price agreements and service contracts.

- (1) **Purpose.** Any supplies, materials or contractual services required continuously over a specified time frame shall be considered a candidate for an annual contract. All annual contracts, regardless of the estimated total cost, will be established after the formal bid process or competitive sealed proposal process. Price agreements and service contracts are forms of annual contracts which are used to purchase goods or services used on a regular or continual basis, i.e., uniforms, janitorial supplies, or film. Annual contracts eliminate the time required to obtain price quotations or administer a formal bid each time the need arises and provides a more economic price due to the bulk of the contract agreement with the vendor(s). The term of an annual contract can range from three months to one year. Some annual contracts have renewal options, (usually two renewal options), depending on the commodity.
 - A. **Price agreement.** An annual contract is established as a price agreement when the goods or services can be easily described in measurable terms and a firm unit price can be established (i.e., a pair of shoes at an established unit price per pair).
 - B. **Service contract.** An annual contract is established as a service contract when the goods or services (usually services) cannot be easily described in measurable terms and a firm unit price cannot be established (i.e., a service contract is established for auditing services).
- (2) **Agency responsibility.** All agencies should carefully review any good or service used on a continuous basis to determine if it meets criteria to be placed under an annual contract.

All agencies utilizing an annual contract are required to document and report to the purchasing division any contractual non-performance of the contracted vendor(s). Documentation of the non-performance should be forwarded to the purchasing division within two days of the occurrence. Documentation is

essential in the notification process to the vendor to rectify the non-performance. The documentation can be in the form of memos or the current form recommended by the purchasing division.

- (3) **Award.** All annual contracts shall be approved by council action.
- (4) **Contract renewals and extensions.**
- A. **Contract renewals:** Most annual contracts have renewal clauses. If deemed to be in the best interest of the city, the purchasing manager shall be authorized to renew annual contracts which contain renewal clauses. Renewal procedures shall be established by the purchasing division.
- B. **Contract extensions:** After all contract renewals are exhausted, the purchasing manager shall also be authorized to extend annual contracts, for "cause."
- "Cause" will be one of the following: 1) the contract re-bid process has been delayed; 2) the contract re-bid process is interrupted; 3) it is deemed to be in the best interest of the city to extend the contract. contract extensions authorized by the purchasing manager shall be no more than one year. Contract extensions beyond the one-year extension shall be approved by council.
- C. **Mutual agreement:** Contract renewals and extensions shall be authorized only upon the mutual agreement of the using agency, the purchasing manager and the contractor.

3-110. Competitive sealed proposals (negotiations).

- (1) **Conditions for use.** When the purchasing manager determines that the use of competitive sealed bidding for any procurement is either not practicable or not advantageous to the city, a contract may be entered into using the competitive sealed proposals (negotiation) method. In addition, the competitive sealed proposal process shall be used for the procurement of professional services, specialized equipment or supplies.

The competitive sealed proposal process may be used for procurements with an estimated total cost less than \$5025,000.00, if deemed to be in the best interest of the city. If the total cost can be determined, the authority to approve such solicitations will be as prescribed by article 3-104, purchasing limits. If, due to the required services, a total cost cannot be determined then the award recommendation will be approved by council.

- A. **Request for proposals.** Proposals shall be solicited through request for proposals. The purchasing division shall establish the specifications with the using agency and set the date and time to receive proposals. The request for proposal shall include a clear and accurate description of the technical requirements for the service or item to be procured.
- B. **Public notice.** The public will be given adequate notice of the request for proposals, provided that, adequate notice shall mean at least 15 business days before the due date, which is stated in the request. **The city reserves the right to seek request for proposals in a shorter period, if necessary, as determined by the purchasing manager.**

Notice shall be published in a reasonable time before due date, contain a description of the procurement in general terms, as well as, the place and due date for proposals, and appear in a newspaper(s) of general circulation, specifically the city's legal organ. In addition to publication in newspapers, notice shall also be made by electronic means, including posting on the internet and on the city's government access television channel.

Public works construction projects shall be advertised in accordance with Georgia State Law.

The city reserves the right to mail or e-mail invitations directly to vendors under the following circumstances:

- Solicitations for specialized equipment/supplies.

- Solicitations for specialized services.
 - Re-bid of solicitations where normal advertising procedures netted no responses.
 - Whenever deemed necessary by the purchasing manager.
- C. **Receipt of proposals.** Proposals must be received by the deadline date established. No public opening will be held. No proposals shall be handled to permit disclosure of the identity of any offeror or the contents of any proposal to competing offerors during the process of discussion. A register of proposals shall be prepared as part of the contract file, and shall contain the name of each offeror, the number of modifications received (if any), and a description sufficient to identify the item offered. The register of proposals shall be open for public inspection only after contract award.
- D. **Evaluation factors.** The request for proposals shall identify the relative importance of cost (when applicable) and other evaluation criteria.
- E. **Evaluation process.** An odd number of voting members of a selection or evaluation committee shall evaluate all proposals received based upon the criteria stated in the request for proposals. Each voting committee member shall grade each submitted proposal based upon the evaluation criteria.
- F. **Discussion with responsible offerors and revisions to proposals.** As provided in the request for proposals, discussions (negotiations) may be conducted with responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award, to assure full understanding of and conformance to the solicitation requirements. All qualified, responsible offerors shall be given fair and equal treatment with respect to any opportunity for discussion and revision of proposals, and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of the identity of competing offerors or any information derived from proposals submitted by competing offerors. If only one proposal response is received, then the award recommendation shall be to the single offeror, if the offeror meets all requirements.
- G. **Award.** After negotiations, the award recommendation must be presented to Columbus City Council for final approval. Award will be made to the responsible offeror whose proposal is determined to be the most advantageous to the city, taking into consideration total cost (if determined) and all other evaluation factors set forth in the request for proposals.

After council approval, a contract based on the negotiations (if negotiations were necessary) will be drawn and signed by all necessary parties. If council does not approve the award, it may direct that further negotiations may take place with the recommended offeror, or that negotiations begin with the next most qualified offeror. Council may also exercise the option to reject all offers and instruct the purchasing manager to begin the procurement process again. The contract file shall contain the basis on which the award is made.

After contract award, the contract file, will be made public. Unsuccessful offerors will be afforded the opportunity to make an appointment with the purchasing division for a debriefing. After the award, the contract file and the unsuccessful proposals will become subject to disclosure under the Georgia Open Records Act.

3-111. Architectural/engineering and land surveying services.

- (1) **Purpose.** All architectural/engineering and land surveying services, regardless of the estimated value of the contract or project, will be procured through the use of competitive sealed proposals.

Except as provided under article 3-114, only known source procurement, 3-115, emergency procurements, or 3-118 state contracts and other cooperative contracts, procurements for

architectural/engineering or land surveying services will be governed by the guidelines in above article 3-110, with the following modifications in this section:

- A. **Request for proposals.** The cost of services shall not be a required element in proposals for architectural/engineering and land surveying.

3-112. Request for qualifications.

- (1) **Purpose.** For the procurement of services where the qualifications of the firm, or its principals are central to the services performed or equipment required, the initial step may be the issuance of a request for qualifications (RFQ). A request for qualifications allows the city to receive qualification statements from interested vendors. Cost estimates are not required.
- A. **Request for qualifications.** Submissions or statement of qualifications shall be solicited through request for qualifications. The request for qualifications shall include a clear and accurate description of the technical requirements for the service or item intended to be procured. The RFQ shall also set the date and time to receive submissions.
- B. **Public notice.** Adequate public notice of the request for qualification shall be given in the same manner as provided under the section titled "competitive sealed bids."
- C. **Receipt of qualifications statements.** Qualifications statements must be received by the deadline date established in the RFQ. No public opening will be held. No submissions shall be handled to permit disclosure of the identity of any offeror or the contents of any proposal to competing offerors during the process of discussion. A register of submissions shall be prepared as part of the contract file, and shall contain the name of each offeror, the number of modifications received (if any), and a description sufficient to identify the item offered. The register of submissions shall be open for public inspection only after contract award.
- D. **Evaluation factors.** The request for qualifications shall identify the relative importance of each evaluation criteria.
- E. **Review and evaluation process.** Review of submittals will be conducted by a committee consisting of various stakeholders. Based upon the predetermined rating criteria contained in the RFQ, each voting member of the committee will perform an evaluation and assign a rating for each submittal.

Based on the composite ratings of the submissions, the committee may short-list, at least, the three most qualified firms to receive an invitation to respond to a request for proposal or competitive sealed bid.

If fewer than three vendors respond, the committee may decide to do one of the following:

- Cancel the RFQ. Revise the requirements and re-issue.
- Send request for proposals or invitation for bids to the respondents.
- Contingent upon the services required, contract award could be recommended to the highest ranked vendor or only vendor, as a direct result of the RFQ process and negotiations. The award recommendation must be approved by city council.

3-113. Request for information.

- (1) **Purpose.** In some instances, the using agency may have a general idea of the good or service required, but due to new technology or lack of technical or specialized knowledge in a particular area, the agency may not be able to develop adequate specifications. In such cases the using agency will solicit, through the purchasing division, a request for information (RFI). The purchasing division shall develop general procedures for the request for information.

3-114. Only known source (sole source) procurement.

- (1) **Purpose.** A contract may be awarded without competition if the purchasing manager determines, after conducting a good-faith review of available sources, that there is only one known source for the required supply or service. The purchasing manager (or designee) shall conduct negotiations on price, delivery, and terms as appropriate. A record of only known source procurements shall be maintained as public record and shall list each contractor's name, the amount and type of each purchase, the item(s) procured, and the number identifying each procurement. The final award approval for only known source procurements shall align with articles 3-106, 3-107 and 3-108, per the dollar amount of the only known source.
- (2) **Procurements from \$12,0501.00 up to and including \$25,000.00.** Any agency wishing to make purchases from \$12,0501.00 up to and including \$25,000.00 by using only known source procurement must have the approval of the purchasing manager. Written documentation must be submitted to purchasing by the using agency to justify the procurement.

3-115. Emergency procurement.

- (1) **Purpose.** Regardless of any other provision of the procurement ordinance, the city manager may make or authorize others to make emergency procurements of supplies, equipment, services, or construction services when there exists a threat to public health, welfare, or safety; or other exigent circumstances as specified by the city manager.

Such emergency procurement shall be made with such competition as is practical under the circumstances. A written determination of the basis for the emergency and for the selection of a particular contractor shall be included in the contract file. As soon as practicable, a record of each emergency procurement shall be made and shall set forth the contractor's name, the amount and type of the contract, a list of the item(s) procured, and the number identifying the contract file. When the emergency procurement procedure is used for purchases \$2550,000.00 or greater, the city manager will report the nature of the emergency and the vendor, item(s) purchased, price, and recommended funding source to the mayor and council at the next regular council meeting. This information is for public records and does not require council approval.

3-116. Cancellation/rejection of solicitations.

- (1) **Purpose.** An invitation for bid, request for proposal, or other solicitation may be canceled, or any or all bids, proposals or responses rejected in whole or in part, at the discretion of the city for any reason whatsoever. The reasons for the cancellation shall be made part of the contract file. Notice of cancellation shall be sent to all businesses solicited or that responded. The notice shall identify the solicitation, give the reasons for the cancellation, and when appropriate state that an opportunity will be given to compete on any re-solicitation or similar procurement in the future.

Reasons for rejection will be provided to unsuccessful bidders or offerors.

3-117. Awards to local businesses. Except for construction contracts, federally funded projects, request for proposals and request for qualifications, awards will be made to responsive and responsible local businesses proposing a cost not more than two percent above the low bid or quote for contracts involving an expenditure less than or equal to \$2550,000.00; and made to responsive and responsible local businesses proposing a cost not more than one percent above the low bid or quote for contracts involving an expenditure greater than \$2550,000.00.

3-118. State contracts and other cooperative contracts.

- (1) **Purpose.** The State of Georgia Administrative Services Division secures state contracts for numerous commodities. The city will utilize state contracts when it is deemed to be in the best interest of the city.

State contracts may be utilized when time constraints deem it more prudent than the city initiating a competitive sealed quote or competitive sealed bid.

Other cooperative contracts may be used for the same purposes as stated above.

A competitive sealed quote or competitive sealed bid may be administered to compare pricing, product, warranty etc. with a state contract or other cooperative contract. If the state contract or other cooperative contract price is lower and meets all other requirements the purchase will be made via the contract and the competitive sealed quote or competitive sealed bid will be cancelled; submitting vendors will be notified of the reason for the cancellation.

Additionally, state contracts and other cooperative contracts may be utilized in lieu of administering request for proposals, request for qualifications or request for information when deemed to be in the best interest of the city.

3-119.Reimbursement to employees.

- (1) **Scope.** Reimbursements to city employees for personal funds expended will be made only under the following circumstances:
 - A. Personal funds utilized during job related travel. **Documentation must be provided to financial planning in the current form prescribed).**
 - B. Personal funds utilized to purchase goods or supplies in the event of an emergency which is job related. **Receipts must be attached to the reimbursement request, accompanied by a memo of explanation of the expenditure addressed to the purchasing manager. An emergency shall be as described in article 3-115, emergency procurement. If the expenditure is deemed not to be an emergency, the employee will not be reimbursed.**

Part B: Qualifications and Duties of Bidders

3-201.Responsiveness and responsibility of bidders and offerors

- (1) *Determination of non-responsive and non-responsible bidder.* If a bidder or offeror who otherwise would have been awarded a contract is found to be non-responsive and or non-responsible, the purchasing manager shall write a determination of such, stating the basis for the finding, send it promptly to the bidder and make it a part of the contract file and a public record. Unreasonable failure of a bidder or offeror to supply information promptly in connection with such finding may be grounds for a determination of non-responsiveness and non-responsibility.
- (2) *Disclosure:* All documents associated with the findings will become part of the contract file and subject to disclosure under the Georgia Open Records Act once the determination is completed.

3-202.Cost or pricing data.

- (1) *Required submissions relating to award of contracts.* A prospective contractor shall submit cost or pricing data when the contract is to be awarded by competitive sealed proposals [under] section 3-110 (competitive sealed proposals) or by only known source procurement authority [under] section 3-114 (only known source (sole-source) procurement).
- (2) *Exceptions.* The submission of cost or pricing data relating to the award of a contract is not required when:
 - a. The contract price is based on adequate competition,
 - b. The contract price is based on established catalogue prices or market prices,
 - c. The contract price is set by law or regulation; or

- d. The purchasing manager determines in writing that the requirements of subsection (1) above may be waived, stating the reasons for such waiver.
- Such waiver may be made only with the approval of the finance director and city manager.
- (3) *Required submissions relating to change orders or contract modifications.* A contractor shall submit cost or pricing data prior to the pricing of any change order or contract modification including adjustments to contracts awarded by competitive sealed bidding.
- (4) *Exceptions.* The submission of cost or pricing data relating to the pricing of a change order or contract modification is not required when:
- a. Unrelated, separately priced adjustments for which cost, or pricing data would not be required are consolidated for administrative convenience; or
- b. The purchasing manager determines in writing that the requirements of subsection (3) above may be waived, stating the reasons for such waiver.
- Such waiver may be made only with the approval of the finance director and city manager.
- (5) *Certification required.* A contractor, actual or prospective, required to submit cost or pricing data in accordance with this section shall certify that, to the best of its knowledge and belief, the cost or pricing data submitted was accurate, complete and current as of a mutually specified date prior to the award of the contract or the pricing of the change order or contract modification.
- (6) *Price adjustment provision required.* Any contract award, change order, or contract modification requiring the submission and certification of cost or pricing data shall contain a provision stating that the price to the city, including profit or fee, shall be adjusted to exclude any significant sums by which the city finds such price was increased because cost or pricing data furnished by the contractor were inaccurate, incomplete, or not current as of the date agreed upon between the city and the contractor.

3-203. Cost or price analysis.

- (1) A cost analysis or price analysis, as appropriate, shall be conducted prior to award of any procurement contract not awarded under section 3-108 (competitive sealed bidding). A written record of such cost or price analysis shall be part of the contract file.
- (2) Cost analysis includes the appropriate verification of cost or pricing data and the use of this data, as well as any available historical comparative data, to evaluate:
- a. Specific elements of cost,
- b. The necessity of certain costs,
- c. The reasonableness of amounts estimated for the necessary costs,
- d. The reasonableness of allowance for contingencies,
- e. The basis used for allocation of indirect costs,
- f. The appropriateness of allocations of particular indirect costs to the proposed contract, and
- g. The reasonableness of the total cost or price.
- (3) Price analysis determines if a price is reasonable and acceptable. It involves an evaluation of prices for the same or similar items or services. Criteria used in price analysis include but are not limited to:
- a. Price submissions of prospective bidders or offerors in the current procurement,
- b. Prior price quotations and contract prices charged by the bidder, offeror, or contractor,
- c. Prices published in catalogues or price lists,

- d. Prices available on the open market; and
- e. In-house estimates of cost.

Considerations must be given to any differing terms and conditions.

3-204. Bonding on supply and service contracts. Bid and performance bonds or other security may be requested for supply or services contracts as the procurement manager (or the head of the using agency) deems advisable to protect the city's interests. Any such bonding requirements shall be set forth in the solicitation. Bid or performance bonds shall not substitute for a determination of a bidder's or offeror's responsibility. Complete file folders containing all transactions, including bonds, related to each bid will be maintained in the purchasing division.

Part C: Types of Contracts and Contract Administration

3-301. Types of contracts

- (1) *General authority.* Subject to the limitations of this section and applicable laws and regulations, any type of contract which is appropriate to the procurement and which will promote the best interests of the Consolidated Government of Columbus, Georgia may be used.
- (2) *Multiterm contract.*
 - a. **Specified period.** Unless otherwise provided by law, a contract for supplies or services may be entered into for any time period deemed to be in the city's best interest, provided such period and any renewal or extension conditions are stated in the solicitation, and funds are available for the first fiscal period at the time of contracting. Performance and payment obligations for later fiscal periods shall be subject to funds availability and appropriation.
 - b. **Determination prior to use.** Before a multi-term contract is used, it shall be determined in writing that estimated requirements cover the period of the contract and are reasonable firm and continuing, and that such a contract will serve the best interests of the city by encouraging affective competition or other promoting cost-effective procurement, and be a multi-year governmental contract that is permitted by Georgia Law.
 - c. **Cancellation Due to unavailability of funds in later fiscal periods.** When funds are not appropriated or otherwise made available to support continuation of performance in a later fiscal period, the contract shall be cancelled, and the contractor may be reimbursed for the reasonable value of goods and services already provided. Such cancellation costs may be paid from any funds appropriated and available for such purposes
- (3) *Multiple-source contracting.*
 - a. **General.** A multiple-source award is an award of an indefinite-quantity contract for one or more similar supplies or services to more than one bidder or offeror.
 - b. **Limitations on use.** A multiple-source award may be made when award to two or more bidders or offerors for similar products is necessary for adequate delivery, service, or product compatibility. Any multiple-source award shall be made in accordance with sections 3-108 (competitive sealed bidding), 3-110 (competitive sealed proposals), 3-105 (small purchases), and 3-115 (emergency procurements) as applicable. Multiple-source awards shall not be made when a single award will meet the city's needs without sacrifice of economy or service. Awards shall not be made for the purpose of dividing the business, making available product or supplier selection to allow for user preference unrelated to utility or economy, or avoiding the resolution of the bids. Any such awards shall be limited to the least number of suppliers necessary to meet all valid procurement requirements.

- c. **Contract and solicitation provisions.** All eligible using agencies of the contract shall be named in the solicitation. It shall be mandatory that the actual requirements of such using agencies which can be met under the contract as obtained in accordance with the contract, provided that the city shall reserve the right to take bids separately if a particular quantity is required or an amount is specified in the contract, or the purchasing manager approved a finding that the supply or service available under the contract will not meet a nonrecurring special need of the consolidated government.
- d. **Intent to use.** If a multiple-source award is anticipated before issuing a solicitation, the city will state all criteria for award in such solicitation and reserve the right to make such an award therein.
- e. **Justification.** The purchasing manager, and or requesting agencies, shall make a written determination, which shall be made a part of the procurement file, setting forth the reasons for any multiple-source award.

3-302.Contract clauses and their administration.

- (1) *Contract clauses.* All city contracts for supplies services, and construction shall include provisions necessary to define the responsibilities and rights of the parties to the contract. Additionally, any clauses required by federal or state laws or regulations shall also be included in every applicable contract.

3-304.Contract administration. A contract administration system designed to ensure that every contractor is performing in accordance with the solicitation under which the contract was awarded, as well as, all contract terms and conditions, shall be maintained.

3-305.Right to inspect plant and/or worksite.The city may, at reasonable times, inspect such portion of any plant, place of business, or worksite of a contractor (or any subcontractor at any tier) as may be pertinent to the performance of any contract awarded or to be awarded by the city.

3-306.Reporting of anticompetitive practices. When, for any reason, collusion or other anticompetitive practices are suspected among any bidders or offerors, a notice of the relevant facts shall be transmitted to the state attorney general and the appropriate legal office for the jurisdiction(s) conducting and/or financially involved in the procurement.

3-307.City procurement records.

- (1) *Contract file.* All determinations and other written records related to the solicitation, award, or performance of a contract shall be maintained for the city in a contract file by the purchasing manager.
- (2) *Retention of procurement records.* All procurement records shall be retained and disposed of by the city in accordance with the established records retention guidelines and schedules, according to federal, state or city rules and regulations, applicable for a particular procurement.

ARTICLE 4. SPECIFICATIONS

Part A: Objectives and Types of Specifications

4-101.Maximum practicable competition. All specifications shall be drafted so as to promote overall economy in the purpose intended and encourage competition in satisfying the city's needs and shall not be unduly restrictive. The policy enunciated in this section applies to all specifications, including but not limited to those prepared for the city by architects, engineers, draftspersons, or other non-employees.

4-102.Brand name or equal specification.

- (1) *Use.* Brand name or equal specifications may be used when the purchasing manager determines in writing that no other design or performance specification or qualified products list is available, time

does not permit the preparation of another form of purchase description, without a brand name type of specification, the nature of the product or of the city's requirements makes using a brand name or equal specification suitable for the procurement, or use of a brand name or equal specification is in the city's best interest. It is not intended that the prior written determination required for the use of a brand name or equal specification will impose an undue administrative burden. Rather, it is designed to capture the important management decision to use this specification type. Such determination may be made for categories of supply, service, or construction items, or (in appropriate circumstances) for an entire procurement action, even though a number of different items are being procured.

- (2) *Designation of several brand names.* Brand name or equal specifications shall seek to designate three brands, or as many different brands as are practicable, as "or equal" references and shall further state that substantially equivalent products to those designated will be considered for award.

4-103.Brand name specifications.

- (1) *Use.* Since use of a brand name specification restricts competition, it may be used only when the using agency has provided a written justification that only the identified brand name item(s) will satisfy the city's needs. After performing research to determine the validity, the purchasing manager will make the final decision.
- (2) *Competition.* The purchasing manager shall seek to identify sources from which the designated brand name item(s) can be obtained and shall solicit such sources to achieve whatever degree of price competition is practicable. If only one source can supply the requirement, the procurement shall be made under section 3-114 (only known source (sole-source) procurement).

ARTICLE 5. CONSTRUCTION PROCUREMENTS

Part A: Management of Construction Contracting

5-101.Selecting methods.

- (1) The purchasing manager, in consultation with the city's designated project engineer shall have discretion to select the appropriate method of construction contracting management for a particular project. In determining which method to use, the purchasing manager shall consider the city's requirements and resources, and the potential contractor's capabilities. The purchasing manager shall include in the contract file a written statement of the facts leading to the selection of the particular method of construction contracting management for each project.
- (2) *DBE participation.* For projects in which state or federal funds are not used, the city has an aspirational ten percent DBE participation goal. Bidders are encouraged to make a good faith effort to meet or exceed the goal by utilizing the services of DBE subcontractors in any area possible.
- a. The city reserves the right to request bidders seek additional DBE participation if the bidders DBE participation goal is less than ten percent.
 - b. In the event a DBE subcontractor is unavailable or unable to perform any portion of a project, the bidder may be responsible for providing enough information to enable the city to determine whether efforts to contact DBE subcontractors were made in good-faith.
 - c. If awarded the contract, the bidder should utilize the DBE subcontractors listed in the bidder's submittal. Any changes to DBE utilization should be approved by the purchasing division.

Part B: Bid Security and Performance Bonds

5-201.Bid security

- (1) *Requirement for bid security.* Bid security shall be required for all competitive sealed bids for construction contracts when the price is estimated by the purchasing manager to exceed

\$2550,000.00. Bid security shall be a bond provided by a surety company authorized to do business in the state, or other form satisfactory to the city. Such bonds may also be required on construction contracts under \$2550,000.00 or other procurement contracts when circumstances warrant.

- (2) *Amount of bid security.* Bid security shall be in an amount equal to at least five percent of the bid amount.
- (3) *Rejection of bids for noncompliance with bid security requirements.* When the invitation for bids requires security, noncompliance with such requirement shall force rejection of a bid.
- (4) *Withdrawal of bids.* If a bidder is permitted to withdraw its bid before award as provided in section 3-108 subsection (G) (competitive sealed bidding—correction or withdrawal of bids: cancellation of awards), no action shall be had against the bidder or the bid security.

5-202.Contract performance and payment bonds.

- (1) *When required: Amounts.* When a construction contract is awarded in excess of \$2550,000, the following bonds or security shall be delivered to the city, and shall be binding on the parties upon the execution of the contract:
 - a. A performance bond satisfactory to the city executed by a surety company authorized to do business in the state, or otherwise secured in a manner satisfactory to the city, amounting to 100 percent of the price specified in the contract; and
 - b. A payment bond satisfactory to the city executed by a surety company authorized to do business in the state or otherwise secured in a manner satisfactory to the city, to protect all persons supplying labor and material to the contractor or its subcontractors for the performance of the work provided for in the contract, amounting to 100 percent of the price specified in the contract.

At the discretion of the purchasing manager, this same condition may be placed on awards of any amount.

- (2) *Authority to require additional bonds.* Nothing in this section shall be construed to limit the authority of the city to require a performance bond or other security in addition to the bonds, in circumstances other than the circumstances described in subsection (1) above.

5-203.Copies of bond forms. Any person may request and obtain from the city a certified copy of a bond upon payment of the cost of reproduction of the bond and postage, if any. A certified copy of a bond shall be a prime facie evidence of the contents, execution, and delivery of the original.

Part C: Fiscal Responsibility Change Orders/Modifications

5-301.Fiscal responsibility—Change orders.

- (1) The city manager is authorized to sign change orders to construction contracts in an aggregate amount not to exceed ten percent of the original contract amount in order to provide payments for unforeseen construction costs. Changes not directly related to the progress or completion of the project, but designated as non-essential, shall be authorized by city council.

Development costs for a project should be viewed as having a project budget which includes architectural, engineering or consulting costs, construction costs, and a ten percent contingency cost.

- (2) Every contract modification, change order, or contract price adjustment to construction contracts with the city that exceeds an aggregate ten percent of the original contract amount shall be subject to prior approval by the city council, which shall first receive a report from the appropriate fiscal officer to the effect of the contract modification, change order, or contract price adjustment on the total project budget or the total contract budget.

Part D: Procurement requirements for projects using Federal Aid Highway Program (FAHP) funding

Except as provided in sections 5-402 and 5-403 below, the Columbus Consolidated Government shall use the competitive negotiation method for the procurement of engineering and design related services when FAHP funds are involved in the contract (as specified in 23 U.S.C. 112 (b)(2)(A)). The solicitation, evaluation, ranking, selection, and negotiation shall comply with the qualifications-based selection procurement procedures for architectural and engineering services codified under 40 U.S.C. 1101-1104, commonly referred to as the Brooks Act.

5-401. Competitive negotiation qualification-based selection. In accordance with the requirements of the Brooks Act, the following procedures shall apply to the competitive negotiation procurement method:

- (1) *Solicitation.* The solicitation process shall be by public announcement, public advertisement, or any other public forum or method that assures qualified in-state and out-of-state consultants are given a fair opportunity to be considered for award of the contract. Procurement procedures may involve a single step process with issuance of a request for proposal (RFP) to all interested consultants or a multiphase process with issuance of a request for statements or letters of interest or qualifications (RFQ) whereby responding consultants are ranked based on qualifications and request for proposals are then provided to three or more of the most highly qualified consultants. Minimum qualifications of consultants to perform services under general work categories or areas of expertise may also be assessed through prequalification process whereby statements of qualifications are submitted on an annual basis. Regardless of any process utilized for prequalification of consultants or for an initial assessment of a consultant's qualifications under an RFQ, an RFP specific to the project, task, or service is required for evaluation of a consultant's specific technical approach and qualifications.
- (2) *Request for proposal (RFP).* The RFP shall provide all information and requirements necessary for interested consultants to provide a response to the RFP and compete for the solicited services. The RFP shall:
 - (A) Provide a clear, accurate, and detailed description of the scope of work, technical requirements, and qualifications of consultants necessary for the services to be rendered. The scope of work should detail the purpose and description of the project, services to be performed, deliverables to be provided, estimated schedule for performance of the work, and applicable standards, specifications, and policies;
 - (B) Identify the requirements for any discussions that may be conducted with three or more of the most highly qualified consultants following submission and evaluation of proposals;
 - (C) Identify evaluation factors including their relative weight of importance in accordance with subparagraph (a)(1)(iii) of this section;
 - (D) Specify the contract type and method(s) of payment to be utilized in accordance with § 172.9;
 - (E) Identify any special provisions or contract requirements associated with the solicited services;
 - (F) Require that submission of any requested cost proposals or elements of cost be in a concealed format and separate from technical/qualifications proposals as these shall not be considered in the evaluation, ranking, and selection phase; and
 - (G) Provide a schedule of key dates for the procurement process and establish a submittal deadline for responses to the RFP which provides sufficient time for interested consultants to receive notice, prepare, and submit a proposal, which except in unusual circumstances shall be not less than 14 days from the date of issuance of the RFP.
- (3) *Evaluation factors.*
 - (A) Criteria used for evaluation, ranking, and selection of consultants to perform engineering and design related services must assess the demonstrated competence and qualifications for the type

of professional services solicited. These qualifications-based factors may include, but are not limited to, technical approach (e.g., project understanding, innovative concepts or alternatives, quality control procedures), work experience, specialized expertise, professional licensure, staff capabilities, workload capacity, and past performance.

- (B) Price shall not be used as a factor in the evaluation, ranking, and selection phase. All price or cost related items which include, but are not limited to, cost proposals, direct salaries/wage rates, indirect cost rates, and other direct costs are prohibited from being used as evaluation criteria.
 - (C) In-state or local preference shall not be used as a factor in the evaluation, ranking, and selection phase. State licensing laws are not preempted by this provision and professional licensure within a jurisdiction may be established as a requirement which attests to the minimum qualifications and competence of a consultant to perform the solicited services.
 - (D) The following non-qualifications based evaluation criteria are permitted under the specified conditions and provided the combined total of these criteria do not exceed a nominal value of ten percent of the total evaluation criteria to maintain the integrity of a qualifications-based selection:
 - (i) A local presence may be used as a nominal evaluation factor where appropriate. This criterion shall not be based on political or jurisdictional boundaries and may be applied on a project-by-project basis for contracts where a need has been established for a consultant to provide a local presence, a local presence will add value to the quality and efficiency of the project, and application of this criteria leaves an appropriate number of qualified consultants, given the nature and size of the project. If a consultant outside of the locality area indicates as part of a proposal that it will satisfy the criteria in some manner, such as establishing a local project office, that commitment shall be considered to have satisfied the local presence criteria.
 - (ii) The participation of qualified and certified disadvantaged business enterprise (DBE) sub-consultants may be used as a nominal evaluation criterion where appropriate in accordance with 49 CFR Part 26 and the Columbus Consolidated Government's FHWA-approved DBE program.
- (4) *Evaluation, ranking, and selection.*
- (A) Consultant proposals shall be evaluated by the Columbus Consolidated Government based on the criteria established and published within the public solicitation.
 - (B) While the contract will be with the prime consultant, proposal evaluations shall consider the qualifications of the prime consultant and any sub-consultants identified within the proposal with respect to the scope of work and established criteria.
 - (C) Following submission and evaluation of proposals, the Columbus Consolidated Government shall conduct interviews or other types of discussions determined three of the most highly qualified consultants to clarify the technical approach, qualifications, and capabilities provided in response to the RFP. Discussion requirements shall be specified within the RFP and should be based on the size and complexity of the project as defined in Columbus Consolidated Government written policies and procedures (as specified in § 172.5(c)). Discussions may be written, by telephone, video conference, or by oral presentation/interview. Discussions following proposal submission are not required provided proposals contain sufficient information for evaluation of technical approach and qualifications to perform the specific project, task, or service with respect to established criteria.
 - (D) From the proposal evaluation and any subsequent discussions which have been conducted, the Columbus Consolidated Government shall rank, in order of preference, at least three consultants

determined most highly qualified to perform the solicited services based on the established and published criteria.

- (E) Notification must be provided to responding consultants of the final ranking of the three most highly qualified consultants.
 - (F) The Columbus Consolidated Government shall retain acceptable documentation of the solicitation, proposal, evaluation, and selection of the consultant accordance with the provisions of 49 CFR 18.42.
- (5) *Negotiation.*
- (A) Independent estimate. Prior to receipt or review of the most highly qualified consultant's cost proposal, the Columbus Consolidated Government shall prepare a detailed independent estimate with an appropriate breakdown of the work or labor hours, types or classifications of labor required, other direct costs, and consultant's fixed fee for the defined scope of work. The independent estimate shall serve as the basis for negotiation and ensuring the consultant services are obtained at a fair and reasonable cost.
 - (B) Elements of contract costs (e. g., indirect cost rates, direct salary or wage rates, fixed fee, and other direct costs) shall be established separately in accordance with § 172.11.
 - (C) If concealed cost proposals were submitted in conjunction with technical/qualifications proposals, only the cost proposal of the consultant with which negotiations are initiated may be considered. Concealed cost proposals of consultants with which negotiations are not initiated should be returned to the respective consultant due to the confidential nature of this data (as specified in 23 U.S.C. 11 2 (b)(2) (E)).
 - (D) The Columbus Consolidated Government shall retain documentation • of negotiation activities and resources used in the analysis of costs to establish elements of the contract in accordance with the provisions of 49 CFR 18.42. This documentation shall include the consultant cost certification and documentation supporting the acceptance of the indirect cost rate to be applied to the contract (as specified in § 172.11 (c)).

5-402.Small purchases. The small purchase method involves procurement of engineering and design related services where an adequate number of qualified sources are reviewed and the total contract costs do not exceed an established simplified acquisition threshold. The Columbus Consolidated Government may use the state's small purchase procedures which reflect applicable state laws and regulations for the procurement of engineering and design related services provided the total contract costs do not exceed the federal simplified acquisition threshold (as specified in 48 CFR 2 . 101). When a lower threshold for use of small purchase procedures is established in state law, regulation, or policy, the lower threshold shall apply to the use of FAHP funds. The following additional requirements shall apply to the small purchase procurement method:

- (A) The scope of work, project phases, and contract requirements shall not be broken down into smaller components merely to permit the use of small purchase procedures.
- (B) A minimum of three consultants are required to satisfy the adequate number of qualified sources reviewed.
- (C) Contract costs may be negotiated in accordance with state small purchase procedures; however, the allow ability of costs shall be determined in accordance with the federal cost principles.
- (D) The full amount of any contract modification or amendment that would cause the total contract amount to exceed the established simplified acquisition threshold would be ineligible for federal-aid funding. The FHWA may withdraw all federal-aid from a contract if it is modified or amended above the applicable established simplified acquisition threshold.

5-403. Noncompetitive method. The noncompetitive method involves procurement of engineering and design related services when it is not feasible to award the contract using competitive negotiation or small purchase procurement methods. The following requirements shall apply to the noncompetitive procurement method:

- (A) The Columbus Consolidated Government may use their own noncompetitive procedures which reflect applicable state and local laws and regulations and conform to applicable federal requirements.
- (B) The Columbus Consolidated Government shall establish a process to determine when noncompetitive procedures will be used and shall submit justification to, and receive approval from, the FHWA before using this form of contracting.
- (C) Circumstances under which a contract may be awarded by noncompetitive procedures are limited to the following:
 - (i) The service is available only from a single source;
 - (ii) There is an emergency which will not permit the time necessary to conduct competitive negotiations; or
 - (iii) After solicitation of a number of sources, competition is determined to be inadequate.
- (D) Contract costs may be negotiated in accordance with the Columbus Consolidated Government noncompetitive procedures; however, the allowability of costs shall be determined in accordance with the federal cost principles.

5-404. Additional procurement requirements.

- (1) *Common grant rule.*
 - (A) The Columbus Consolidated Government must comply with procurement requirements established in state and local laws, regulations, policies, and procedures which are not addressed by or in conflict with applicable federal laws and regulations (as specified in 49 CFR 18.36).
 - (B) When state and local procurement laws, regulations, policies, or procedures are in conflict with applicable federal laws and regulations, the Columbus Consolidated Government must comply with federal requirements to be eligible for federal-aid reimbursement of the associated costs of the services incurred following FHWA authorization (as specified in 49 CFR 18.4).
- (2) *Disadvantaged business enterprise (DBE) program.*
 - (A) The Columbus Consolidated Government shall give consideration to DBE consultants in the procurement of engineering and design related service contracts subject to 23 U.S.C. 112(b)(2) in accordance with 49 CFR part 26. When DBE program participation goals cannot be met through race-neutral measures, additional DBE participation on engineering and design related services contracts may be achieved in accordance with the Columbus Consolidated Government's FHWA approved DBE program through either:
 - (i) Use of an evaluation criterion in the qualifications-based selection of consultants (as specified in § 172.7(a)(1)(iii)(D)); or;
 - (ii) Establishment of a contract participation goal.
 - (B) The use of quotas or exclusive set-asides for DBE consultants is prohibited (as specified in 49 CFR 26.4).
- (3) **Suspension and debarment.** The Columbus Consolidated Government must verify suspension and debarment actions and eligibility status of consultants and subconsultants prior to entering into an agreement or contract in accordance with 49 CFR 18.35 and 2 CFR part 180.

Part E: Procurement Requirements for METRA Projects using Federal Transportation Act (FTA) Funding

5-501.METRA's procurement policies and procedures. For all METRA procurements using FTA funding, the Columbus Consolidated Government shall comply with Part 200 of Title 2, Subtitle A of the Code of Federal Regulations (CFR), *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and the requirements of FTA Circular 4220.1F. METRA's Procurement Policies and Procedures includes the requirements of Part 200 and may be amended from time to time to incorporate updated federal requirements. A copy of METRA's Procurement Policies and Procedures, together with any updated version, will remain on file with the clerk of council. METRA will continue to adhere to the CCG Procurement Ordinance. If there is a conflict in the provisions of federal and CCG policy, METRA will comply with the more stringent requirement.

ARTICLE 6. DEBARMENT OR SUSPENSION

Part A: Procedures

6-101.Authority to debar or suspend.

- (1) *Debarment.* After reasonable notice to the person involved and reasonable opportunity for that person to be heard, and after consulting with the city attorney, the purchasing manager is authorized to debar a person from consideration for award of contracts for cause. Debarment shall be for a period of not more than three years. Causes for debarment include:
 - a. Conviction for commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of such contract or subcontract,
 - b. Conviction under state or federal laws for embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business honesty which currently, seriously, and directly affects responsibility as a city contractor;
 - c. Conviction under state or federal anti-trust laws arising out of the submission of bids or proposals,
 - d. Violation of contract provisions as set forth below, of a character regarded by the purchasing manager to be so serious as to justify debarment action:
 - i. Deliberate failure, without good cause, to perform in accordance with the specifications or the time limit stated in the contract; or
 - ii. A recent record of failure to perform or unsatisfactory performance in accordance with the terms of one or more contracts, provided that failure to perform or unsatisfactory performance caused by the acts beyond the control of the contractor shall not be considered to be a basis for debarment; or
 - e. Any other cause the purchasing manager determines to be so serious and compelling as to affect responsibility as a city contractor, including debarment by another governmental entity for any cause listed in this ordinance.
- (2) *Suspension.* After reasonable notice to the person involved and reasonable opportunity for that person to be heard, and after consulting with the city attorney, the purchasing manager is authorized to suspend a person from consideration for award of contracts if there is probable cause to believe that the person has engaged in any activity which might lead to debarment. Suspension shall be for a period not to exceed three months.

6-102.Decision to debar or suspend. The purchasing manager shall issue a written decision to debar or suspend. The decision shall state the reasons for the action taken and inform the debarred or suspended person involved of its rights concerning judicial or administrative review.

6-103. Notice of decision. A copy of the decision required by section 6-102 above shall be mailed or otherwise furnished immediately to the debarred or suspended person.

6-104. Finality of decision. A decision under section 6-102 above shall be final and conclusive unless fraudulent, or unless the debarred or suspended person within ten days after receipt of the decision takes an appeal to the city council or commences a timely action in court in accordance with applicable law.

ARTICLE 7. SURPLUS MANAGEMENT

Part A: Procedures

7-101. Supply management regulations required. The purchasing manager shall promulgate regulations governing management of supplies during their entire life cycle: sale, donation, lease or disposal of such surplus supplies by public auction, competitive sealed bidding, or other appropriate method designated by regulation: and the transfer of excess supplies.

7-102. Records and proceeds. Unless otherwise provided by law, the purchasing manager shall turn all records of and proceeds from the sale, donation, ease, or disposal of surplus supplies over to the accounting manager and finance director.

ARTICLE 8. APPEALS AND REMEDIES

Part A: Types and Procedures

8-101. Right to protest

- (1) *Right of protest.* Any actual or prospective bidder offeror, or contractor who is aggrieved in connection with a solicitation or award of a contract may protest to the purchasing manager initially. All protests shall be filed in the manner prescribed herein. Protests that do not comply with the following rules shall be deemed invalid and of no effect.
- (2) The protest must be in writing, executed by a company officer that is authorized to execute agreements on behalf of the bidder or offeror or provided by an authorized legal representative of the protestor.
- (3) A protest with respect to an invitation for bids or request for proposals shall be submitted in writing no less than five business days prior to the opening of bids or the closing date of proposals or qualification statements.
- (4) *Stay of procurement during protests.* If there is a timely protest submitted as described above, the purchasing manager shall not proceed further with the solicitation or award of the contract until all administrative remedies have been exhausted or until the city council, mayor, or city manager makes a determination on the record that the award of the contract without delay is necessary to protect substantial interests of the city.

8-102. Contract claims.

- (1) *Decision of the purchasing manager.* All claims by a contractor against the city relating to a contract, except bid protests, shall be submitted in writing to the purchasing manager for a decision. The contractor may request a conference with the purchasing manager on the claim. Claims include, but are not limited to, disputes arising under a contract and those based upon breach of contract, mistake, misrepresentation, or other cause for contract modification or rescission.
- (2) *Notice to the contractor of the purchasing manager's decision.* After any requested conference and a full review of the matter, the purchasing manager shall promptly issue a written decision which shall immediately be mailed or otherwise furnished to the contractor. The decision shall state the reasons for the decision reached and shall inform the contractor of its appeal rights under subsection (3) below.

- (3) *Finality of purchasing manager's decision: Contractor's right to appeal.* The purchasing manager's decision shall be final and conclusive unless, within five business days from the date of receipt of the decision, the contractor mails or otherwise delivers a written appeal to the city manager with a copy to the purchasing manager.
- (4) *Failure to render timely decision.* If the purchasing manager does not issue a written decision regarding any contract controversy within five business days after receiving the written request for a final decision, or within such longer period as may be agreed upon between upon between the parties, then the aggrieved party may proceed as if an adverse decision had been received.

8-103. Remedies for illegal solicitations or awards.

- (1) *Prior to bid opening or closing date for receipt of proposals.* If, prior to the bid opening or the closing date for receipt of proposals, the purchasing manager determines (after consultation with the city attorney) that a solicitation is in violation of federal, state, or municipal law, then the solicitation shall be cancelled or revised to comply with applicable law.
- (2) *Prior to award.* If, after bid opening or the closing date for receipt of proposals but prior to the contract award, the purchasing manager determines (after consultation with the city attorney) that a solicitation or a proposed award of a contract is in violation of federal, state, or municipal law, then the solicitation or proposed award shall be cancelled.
- (3) *After award.* If, after an award, the purchasing manager determines (after consultation with the city attorney) that a solicitation or award of contract was in violation of applicable law, then:
- a. If the person awarded the contract has not acted fraudulently or in bad faith, the contract may be ratified and affirmed if such action is in the best interest of the city, or the contract may be terminated, and the person awarded the contract compensated of the actual costs reasonable incurred under the contract (plus a reasonable profit) prior to the termination; or
 - b. If the person awarded the contract has acted fraudulently or in bad faith, the contract may be declared null and void or voidable, if such action is in the best interests of the city.

ARTICLE 9. COOPERATIVE PURCHASING

Part A: Procedures

9-101. Cooperative purchasing authorized. Any local public procurement unit may either participate in sponsor, conduct, or administer a cooperative purchasing agreement for the procurement of any supplies, services, or construction with one or more local public procurement unite or external procurers in accordance with an agreement entered into between the participants. Such cooperative purchasing may include but is not limited to joint or multi-party contracts between public procurement units and external procurers.

9-102. Sale, acquisition, or use of supplies. Any public procurement unit may sell to, acquire from, or use any of the supplies belonging to another public procurement unit or external procurer.

9-103. Cooperative use of supplies or services. Any public procurement unit may enter into an argument with any other public procurement unit or external procurer for the cooperative use of supplies or services under terms agreed upon between the parties.

9-104. Joint use of facilities. Any public procurement unit may enter into agreements for the common use or lease of warehousing facilities, capital equipment, and other facilities with another public procurement unit or an external procurer under the terms agreed upon between the parties.

9-105. Supply of personnel and services.

- (1) *Supply of personnel.* Any public procurement unit is authorized at its discretion upon written request from another public procurement unit or external procurer, to provide personnel to the requesting

public procurement unit or external procurer. The public procurement unit or external procurer making the request shall pay the public procurement unit providing the personnel the direct and indirect cost of furnishing the personnel, in accordance with an agreement between the parties.

- (2) *Supply of service.* The informational, technical, and other services of any public procurement unit may be made available to any other public procurement unit or external procurer provided that the requirements of the public procurement unit tendering the services shall have precedence over the requesting public procurement unit or external procurer. The requesting public procurement unit or external procurer shall pay for the expenses of services so provided, in accordance with an agreement between the parties.
- (3) *Information services.* Upon request, the purchasing manager may make available to public procurement units or external procurers the following services, among others:
- a. Standard forms,
 - b. Printed manuals,
 - c. Product specifications and standards,
 - d. Quality assurance testing services and methods,
 - e. Qualified products lists,
 - f. Source information,
 - g. Common use commodities listings,
 - h. Supplier pre-qualification information,
 - i. Supplier performance ratings,
 - j. Debarred and suspended bidders' lists,
 - k. Forms for invitations for bids, request for proposals, instructions to bidders or offerors, general contract provisions, and other contract forms; and,
 - l. Contracts or published summaries thereof, including price and time of deliver information.
- (4) *Technical services.* The consolidated government, through the purchasing manager, may provide the following technical services, among other:
- a. Development of products specifications,
 - b. Development of quality assurance testing methods, including receiving, inspection, and acceptance procedures,
 - c. Use of product testing and inspection facilities; and,
 - d. Use of personnel training programs.

ARTICLE 10. ASSISTANCE TO DISADVANTAGED BUSINESS ENTERPRISES (DBE): SMALL, WOMEN-OWNED AND MINORITY BUSINESS ENTERPRISES

Part A: Policy Statement

10-101.DBE utilization policy statement. The Consolidated Government of Columbus, Georgia ("the city") is committed to using disadvantaged business enterprises (DBEs) (small, women-owned and minority business enterprises) to the greatest extent practical in all solicitations and day-to-day procurement needs of the city and to taking specific affirmative actions to meet these commitments.

With the exception of METRA transit system, the purchasing manager will assign the duties of the DBE liaison officer to a purchasing division staff member, and shall develop, apply, and administer the city's current DBE policy statement and program, working with contractors, subcontractors, and city staff to see that the program is understood and carried out.

Consistent with the constitutional guarantee of equal protection under the law and with the availability of qualified DBEs, our goal is to use DBEs for a given minimum percentage of construction contracts, and to encourage DBEs to participate in all city contracts. Our objective is to better the chances for DBEs to participate in city procurements, to help them gain both experience and profit, and through this to contribute to the economic development of the minority and disadvantage business community—which in turn works for the general good of the entire community.

We believe this policy is fair. It shall be used together with the general principles of sound procurement, to achieve the maximum practical use of DBEs by the city and its contractors and subcontractors.

The city shall provide equal opportunities for all and shall not discriminate against anyone, regardless of race, color, national origin, religion, age, sex, or disability. The city's current DBE policy statement and program shall be sent to all concerned community and business organizations and to affected city staff.

The liaison officer will conduct annual seminars to inform local DBEs about business opportunities available with the city. Pre-bid conferences to discuss and answer questions about the city's DBE program will be held at the request of interested bidders or proposers.

10-102.METRA transit system DBE program policy statement. The Consolidated Government of Columbus, Georgia (the city) has established a Disadvantaged Business Enterprises (DBE Program in accordance with the regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. The city receives federal financial assistance from the department of transportation, and as a condition of receiving the assistance, the city has signed an assurance that it will comply with 49 CFR Part 26.

It is the policy of the Consolidated Government of Columbus, Georgia DBEs, as defined in Part 26, have an equal opportunity to receive and participate in DOT-assisted contracts. It is our policy:

1. To ensure nondiscrimination in the award and administration of DOT-assisted contracts;
2. To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
3. To ensure that the DBE program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
5. To help remove barriers to the participation of DBEs in DOT-assisted contracts;
6. To assist in the development of firms so that they may compete successfully in the marketplace outside of the DBE Program.

The transit compliance officer has been designated as the DBE liaison officer for METRA transit, the public transportation agency for the city. In that capacity, the DBE liaison officer is responsible for implementing all aspects of the DBE program as they relate to METR[A] transit. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by the Consolidated Government of Columbus, Georgia in its financial assistance agreements with the department of transportation.

Columbus Consolidated Government shall disseminate this policy statement to the Mayor, Columbus Council, and all relevant components of our organization. We shall distribute this statement to DBE and non-DBE communities that perform work for us on DOT-assisted contracts by including the statement in procurement documents and by posting the statement on the webpage of METRA Transit System, the public transportation entity of the Consolidated Government of Columbus, Georgia.

ARTICLE 11. ETHICS IN PUBLIC CONTRACTING

Part A: Standards and Regulations

11-101.Criminal penalties. To the extent that violations of the ethical standards of conduct set forth in this article constitute violations of the state criminal code, they shall be punishable as provided herein. Such penalties shall be in addition to the civil sanctions set forth in this article. Criminal, civil, and administrative sanctions against employees or non-employees which are in existence on the effective date of this ordinance shall not be impaired.

11-102.Employee conflict of interest. All elected officials, appointed officials, and employees of the Consolidated Government of Columbus participating directly or indirectly in the purchasing process shall be governed by the Code of Ethics located in Appendix Two of the Charter of Columbus, Georgia and Columbus Code Sections 2-3.05 and 2-3.06.

11-103.Gratuities and Kickbacks.

- (1) *Gratuities.* It shall be unethical for any person to offer, give, or agree to give any city employee or former city employee (or for any city employee or former city employee to solicit, demand, accept, or agree to accept from another person) a gratuity or an offer of employment in connection with any decision, approval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement of a contract of subcontract, or to any solicitation of proposal therefor.
- (2) *Kickbacks.* It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor to a prime contractor or higher-tier subcontractor or any person associated therewith (or for a prime contractor or higher-tier subcontractor, or any person associated therewith, to solicit, demand, accept, or agree to accept such payment, gratuity or offer of employment from a subcontractor), as an inducement for the award of a subcontract or order.
- (3) *Contract clause.* The prohibition against gratuities and kickbacks prescribed in this section shall be conspicuously set forth in every contract and solicitation therefor.

11-104.Prohibition against contingent fees. It shall be unethical to retain a person or for a person to be retained to solicit or secure city contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, or anything of monetary value, except for retention of either bona fide employees of bona fide established commercial selling agencies for the purpose of securing businesses.

11-105.Contemporaneous employment prohibited. It shall be unethical for any city employee participating either directly or indirectly in the procurement process to become or to be, while such a city employee, the employee of a person contracting with the governmental body employing the city employee.

11-106.Waivers. The city council may grant a waiver of the employee conflict of interest provision (section 11-102) or the contemporaneous employment provision (section 11-105) upon the purchasing manager's written determination that:

- (a) The contemporaneous employment or financial interest of the city employee has been publicly disclosed;
- (b) The city employee will be able to perform procurement functions without actual or apparent bias or favoritism; and
- (c) The award will be in the best interests of the city.

11-107. Use of confidential information. It shall be unethical for any employee or former employee to use confidential information knowingly for actual or anticipated personal gain, or for the actual or anticipated gain of any other person.

11-108. Sanctions.

- (1) *Employees.* The department director of a city employee violating the ethical standards in this article, and/or the city manager, may impose any one or more of the following sanctions on such city employee:
 - (a) Oral or written warnings or reprimands,
 - (b) Suspension with or without pay for specified periods of time; or
 - (c) Termination of employment.
- (2) *Non-employees.* The city council may impose any one or more of the following sanctions on a non-employee for violations of the ethical standards in this article:
 - (a) Written warnings or reprimands,
 - (b) Termination of contracts; or
 - (c) Debarment or suspension as provided in section 6-101 (authority to debar or suspend) above.

11-109. Recovery of value transferred or received.

- (1) *General provisions.* The value of anything transferred or received in breach of the ethical standards of this ordinance by a city employee or a non-employee may be recovered from both city employee and non-employee.
- (2) *Recovery of kickbacks by the city.* Upon a showing that a subcontractor made a kickback to a prime contractor or a higher-tier subcontractor in connection with the award of a subcontract or order thereunder, it shall be conclusively presumed that the amount thereof was included in the price of the subcontract or order and ultimately borne by the city and will be recoverable hereunder from the recipient. In addition, that amount may also be recovered from the subcontractor making the kickback. Recovery from one offending party shall not preclude recovery from other offending parties.

(Ord. No. 20-053, § 1, 11-17-20)

**CCG PURCHASING LIMITS & REQUIREMENTS
FOR ONE-TIME PURCHASES**

*Applicable to the **TOTAL PURCHASE AMOUNT** from a single vendor,
and goods/service **NOT UNDER ANNUAL CONTRACT***

<p align="center">Purchases Up to \$2,500</p>	<p>Small Purchases: No competition required.</p> <ol style="list-style-type: none"> 1. Primary purchase instrument – City Purchasing Card 2. Alternative Purchase instruments: <ol style="list-style-type: none"> a. Purchase Order – PD Document b. Petty Cash (\$100.00 or less) <p>*Purchase Authority (final approval): Department</p>
<p align="center">Purchases \$2,501 - \$25,000</p>	<p>Requires one of the following:</p> <ol style="list-style-type: none"> 1. Cooperative Contract Quote 2. Written price quotes required from at least 3 vendors. <i>(Departments should request quotes from at least five vendors to obtain at least three (3) quotes. **Quotes can only be obtained by Employees who have attended the Price Quote Training. Purchasing will not accept quotes obtained by Employees who have not attended training.)</i> 3. Only Known Source Justification <p>Enter a PD Document for the recommended vendor.</p> <p>*Purchase Authority (final approval): Purchasing</p>
<p align="center">Purchases \$25,001 - \$49,999</p>	<p>Requires one of the following:</p> <ol style="list-style-type: none"> 1. Cooperative Contract Quote 2. Only Known Source Justification 3. Informal Bid Process administered by Purchasing. <p>*Purchase Authority (final approval): City Manager has designated Finance Department Approval (Purchasing Division Manager, Accounting, Financial Planning and Finance Director)</p>
<p align="center">Purchases \$50,000 and greater</p>	<p>Requires one of the following:</p> <ol style="list-style-type: none"> 1. Cooperative Contract Quote 2. Only Known Source Justification 3. Formal Bid/RFP process <p>*Purchase Authority (final approval): City Council</p>

File Attachments for Item:

5. 1st Reading- An ordinance amending Section 2-298(b) of the Columbus Code to allow members of the Liberty Theatre & Cultural Arts Center Advisory Board to serve on more than one Council appointed board; and for other purposes. (Councilor Thomas)

AN ORDINANCE

NO.

An Ordinance amending Section 2-298(b) of the Columbus Code to allow members of the Liberty Theatre & Cultural Arts Center Advisory Board to serve on more than one Council appointed board; and for other purposes.

SECTION 1.

Section 2-298(b) of the Columbus Code is hereby amended by striking current paragraph (b) of that Code Section and inserting a new Section 2-298(b) which shall read as follows:

“Sec. 2-298. Board duties.

(b) The seat of any member of the Liberty Theatre and Cultural Arts Center Advisory Board shall be declared vacant if such member misses three consecutive meetings. Any board vacancies shall be filled as provided in section 2-296 of this Code. Notwithstanding any other provision of this Code, any member of the Liberty Theatre and Cultural Arts Center Advisory Board may accept appointment to or continue serving on another board appointed by council.”

SECTION 2.

All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Introduced at a regular meeting of the Council of Columbus, Georgia held on the 10th day of September, 2024; introduced a second time at a regular meeting of said Council held on the ____ day of _____, 2024 and adopted at said meeting by the affirmative vote of ____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____
- Councilor Hickey voting _____
- Councilor Huff voting _____
- Councilor Thomas voting _____
- Councilor Tucker voting _____

Sandra T Davis
Clerk of Council

B. H. “Skip” Henderson, III
Mayor

Sec. 2-298. Board duties.

- (a) The board shall perform duties including, but not limited to:
- (1) The board shall meet at least bimonthly (six times per year) with the director of the civic center and shall elect a chairperson to preside at its meetings;
 - (2) The board shall prepare minutes of its meetings with assistance from civic center personnel and shall transmit a copy of the same to the mayor, council, city manager and clerk of council;
 - (3) The board shall provide written recommendations to the mayor, council, city manager and clerk of council when deemed necessary by the board concerning the operations and programs of the Liberty Theatre and Cultural Arts Center;
 - (4) The board shall review financial statements of the Liberty Theatre and Cultural Arts Center with a representative from the finance department at least on an annual basis, and the board chair and civic center director or their designees shall report to council on the results of the review;
 - (5) The board shall inspect and conduct site visits to the facilities of the Liberty Theatre and Cultural Arts Center at least quarterly, and the board chair and civic center director or their designees shall report quarterly to council on the results of the site visit;
 - (6) The board shall review the policies and procedures which pertain to the operations of the Liberty Theatre and Cultural Arts Center at least once a year and make any recommendations for amendments as deemed necessary by the board;
 - (7) Perform any other activities or duties as requested by the Columbus Council.
- (b) The seat of any member of the Liberty Theatre and Cultural Arts Center Advisory Board shall be declared vacant if such member misses three consecutive meetings. Any board vacancies shall be filled as provided in section 2-296 of this Code. Notwithstanding any other provision of this Code, any member of the Liberty Theatre and Cultural Arts Center Advisory Board may accept appointment to or continue serving on another board appointed by council

File Attachments for Item:

6. A resolution authorizing execution of Federal Aviation Administration Grant Airport Improvement Program (AIP) runway improvement. GRANT NO. 3-13-0035-062-2024 (Request of Columbus Airport Commission)

RESOLUTION
NO. _____

**RESOLUTION AUTHORIZING EXECUTION OF
FEDERAL AVIATION ADMINISTRATION GRANT
AIRPORT IMPROVEMENT PROGRAM (AIP)
GRANT NO. 3-13-0035-062-2024**

A Resolution authorizing, approving and ratifying the execution of a Grant Agreement by and among United States of America, acting through the Federal Aviation Administration (hereinafter called “FAA”), the Columbus Airport Commission and Columbus, Georgia, a Consolidated Government.

WHEREAS, the Columbus Airport Commission on August 29, 2024 submitted an application pursuant to the Airport Improvement Program (AIP) to the FAA to assist with the reconstruction of the Airport’s runways; and

WHEREAS, by a proposed Grant Agreement, a form of which is attached hereto, the FAA has offered the sum of \$24,472,527.00; and

WHEREAS, because this is an Airport Improvement Project grant, the FAA is obligated to contribute up to ninety percent (90%) of the funding thereunder, the remaining ten percent (10%) being paid by the Columbus Airport Commission and the Georgia Department of Transportation with the Columbus Airport Commission being responsible for 6.63% of such share and the Georgia Department of Transportation being responsible for 3.37%; and

WHEREAS, Columbus, Georgia, a Consolidated Government, is co-sponsor with the Columbus Airport Commission for this FAA grant and the execution of such Grant Agreement by Columbus, Georgia is necessary for the Columbus Airport Commission to receive the funding anticipated from the FAA; and

WHEREAS, the Columbus Airport Commission by resolution passed at a regular meeting thereof held on August 28, 2024 has formally agreed to accept the offer of such grant from the FAA and has caused the Grant Agreement to be executed by its duly authorized officers; and

WHEREAS, the Columbus Airport Commission has agreed in a separate Memorandum of Understanding with Columbus, Georgia that it will be responsible for performing all responsibilities

assumed by all Sponsors signing the Grant Agreement and to indemnify and hold Columbus harmless for any liabilities associated with failure to perform the Sponsor Obligations under the Grant Agreement; and

WHEREAS, Columbus, Georgia, deems it in the best interest of Columbus, Georgia, and the Columbus Airport Commission to accept the FAA's offer of funding; and

WHEREAS, said Grant Agreement must be accepted and executed by Columbus, Georgia, and the Columbus Airport Commission and returned to the FAA on or before September 16, 2024.

NOW, THEREFORE, be it resolved by the Council of Columbus, Georgia, and it is hereby resolved:

1. That Columbus, Georgia, a Consolidated Government, hereby authorizes the acceptance of the offer of a grant proposed by the FAA and hereby authorizes, approves, and ratifies the execution of the Grant Agreement among the FAA and the Columbus Airport Commission and Columbus, Georgia, a Consolidated Government, as co-sponsors of the Columbus Airport, in the form presented to Council and made a part hereof by this specific reference; and

2. That the execution of the Grant Agreement referred to hereinabove, on behalf of said Columbus, Georgia, a Consolidated Government, by the Honorable Skip Henderson, as Mayor, and the Honorable Sandra T. Davis, as Clerk, and the impression of the official seal of Columbus, Georgia, a Consolidated Government, which shall be electronic pursuant to FAA execution requirements, is hereby authorized, adopted, approved, accepted, and ratified.

3. That Mayor is also authorized to enter into a Memorandum of Understanding with the Columbus Airport Commission in accordance with the terms attached hereto.

Remainder of page intentionally left blank. Signatures appear on next page.

Introduced at a regular meeting of the Council of Columbus, Georgia, held on the _____ day of September, 2024, and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Cogle voting _____.
- Councilor Chambers voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor Hickey voting _____.
- Councilor Huff voting _____.
- Councilor Thomas voting _____.
- Councilor Tucker voting _____.

SANDRA T. DAVIS,
CLERK OF COUNCIL

B. H. "SKIP" HENDERSON, III,
MAYOR

MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE COLUMBUS
AIRPORT COMMISSION AND COLUMBUS, GEORGIA, A CONSOLIDATED
GOVERNMENT

WHEREAS, the FAA has offered a grant pursuant to the Airport Improvement Program to the Columbus Airport (No. 3-13-0035-062-2024); and

WHEREAS, by Grant Agreement No. 3-13-0035-062-2024 dated September __, 2024, a copy of which is attached hereto, the FAA has offered the sum of \$24,472,527.00; and

WHEREAS, ten percent (10%) of such grant amount is due from the Columbus Airport Commission and the Georgia Department of Transportation; and

WHEREAS, Columbus, Georgia, a Consolidated Government, is required to be named as a co-equal sponsor with the Columbus Airport Commission for this FAA grant and the execution of such Grant Agreements by Columbus, Georgia is necessary for the Columbus Airport Commission to receive the funding anticipated from the FAA; and

WHEREAS, the Columbus Airport Commission by resolution has formally agreed to accept the offer of such grants from the FAA and has caused the Grant Agreements to be executed by its duly authorized officers; and

WHEREAS, the Columbus Council has authorized Mayor B.H. "Skip" Henderson III to sign the attached Grant Agreements based upon the assurance that all Sponsor responsibilities as outlined in the Grant Agreements will be performed and carryout out by or at the direction of the Columbus Airport Commission and that Columbus, Georgia will not perform any Sponsor responsibilities and not suffer any risk or financial liability and a result of signing the Grant Agreements as a Sponsor;

THE PARTIES HEREBY MUTUALLY AGREE AS FOLLOWS:

In consideration for the Columbus Council’s authorization for the Mayor to sign the Grant Agreements and facilitate the receipt of the FAA Grant by the Airport Commission, the Airport Commission hereby agrees as follows:

1. The Columbus Airport Commission agrees that as between the two parties designated as Sponsor to the Grant Agreements, it shall act as the Grant recipient and perform and assume all responsibilities financial and otherwise which a Sponsor may be obligated to carry out under the Grant Agreements.
2. The Columbus Airport Commission will indemnify and hold the Columbus, Georgia consolidated government or any officer, official, agent or employee thereof, harmless against any and all financial obligations of either Sponsor under the Grant Agreements and for claims brought against it resulting from the Project or the Columbus Airport Commission’s obligations under the Grant Agreements.

ENTERED INTO THIS ____ day of September, 2024.

Columbus Airport Commission

Columbus, Georgia Consolidated Govt.

By: Dannell Mastrean Marks
Title: Chair

By: B.H. “Skip” Henderson, III
Mayor

REQUEST FOR RESOLUTION

The Columbus Airport Commission (the “Commission”) has applied for a grant pursuant to the Airport Improvement Program to assist with the Airport’s runway reconstruction.

The funds from the proposed grant will be used to assist in the runway’s reconstruction. The FAA has agreed to fund ninety percent (90%) of all allowable costs. The remaining ten percent (10%) will be paid by the Commission and the Georgia Department of Transportation with the Commission being responsible for 6.63% of such share and the Georgia Department of Transportation being responsible for 3.37%.

This resolution and explanation prepared by:

Alston E. Auten, Esq.
Morgan & Auten, P.C.
Attorneys for Columbus Airport Commission
Post Office Box 2056
Columbus, Georgia 31902

File Attachments for Item:

7. A resolution authorizing execution of Federal Aviation Administration Grant Airport Improvement Program (AIP) equipment. GRANT NO. 3-13-0035-061-2024 (Request of Columbus Airport Commission)

RESOLUTION
NO. _____

**RESOLUTION AUTHORIZING EXECUTION OF
FEDERAL AVIATION ADMINISTRATION GRANT
AIRPORT IMPROVEMENT PROGRAM (AIP)
GRANT NO. 3-13-0035-061-2024**

A Resolution authorizing, approving and ratifying the execution of a Grant Agreement by and among United States of America, acting through the Federal Aviation Administration (hereinafter called “FAA”), the Columbus Airport Commission and Columbus, Georgia, a Consolidated Government.

WHEREAS, the Columbus Airport Commission on June 10, 2024 submitted an application pursuant to the Airport Improvement Program (AIP) to the FAA to assist with the purchase of an aircraft rescue and fire fighting vehicle (Class 4 – 1,500 gallon); and

WHEREAS, by a proposed Grant Agreement, a form of which is attached hereto, the FAA has offered the sum of \$880,191.00; and

WHEREAS, because this is an Airport Improvement Project grant, the FAA is obligated to contribute up to ninety percent (90%) of the funding thereunder, the remaining ten percent (10%) being paid by the Columbus Airport Commission; and

WHEREAS, Columbus, Georgia, a Consolidated Government, is co-sponsor with the Columbus Airport Commission for this FAA grant and the execution of such Grant Agreement by Columbus, Georgia is necessary for the Columbus Airport Commission to receive the funding anticipated from the FAA; and

WHEREAS, the Columbus Airport Commission by resolution passed at a regular meeting thereof held on August 28, 2024 has formally agreed to accept the offer of such grant from the FAA and has caused the Grant Agreement to be executed by its duly authorized officers; and

WHEREAS, the Columbus Airport Commission has agreed in a separate Memorandum of Understanding with Columbus, Georgia that it will be responsible for performing all responsibilities assumed by all Sponsors signing the Grant Agreement and to indemnify and hold Columbus harmless for any liabilities associated with failure to perform the Sponsor Obligations under the Grant Agreement;

and

WHEREAS, Columbus, Georgia, deems it in the best interest of Columbus, Georgia, and the Columbus Airport Commission to accept the FAA's offer of funding; and

WHEREAS, said Grant Agreement must be accepted and executed by Columbus, Georgia, and the Columbus Airport Commission and returned to the FAA on or before September 16, 2024.

NOW, THEREFORE, be it resolved by the Council of Columbus, Georgia, and it is hereby resolved:

1. That Columbus, Georgia, a Consolidated Government, hereby authorizes the acceptance of the offer of a grant proposed by the FAA and hereby authorizes, approves, and ratifies the execution of the Grant Agreement among the FAA and the Columbus Airport Commission and Columbus, Georgia, a Consolidated Government, as co-sponsors of the Columbus Airport, in the form presented to Council and made a part hereof by this specific reference; and

2. That the execution of the Grant Agreement referred to hereinabove, on behalf of said Columbus, Georgia, a Consolidated Government, by the Honorable Skip Henderson, as Mayor, and the Honorable Sandra T. Davis, as Clerk, and the impression of the official seal of Columbus, Georgia, a Consolidated Government, which shall be electronic pursuant to FAA execution requirements, is hereby authorized, adopted, approved, accepted, and ratified.

3. That Mayor is also authorized to enter into a Memorandum of Understanding with the Columbus Airport Commission in accordance with the terms attached.

Remainder of page intentionally left blank. Signatures appear on next page.

Introduced at a regular meeting of the Council of Columbus, Georgia, held on the _____ day of September, 2024, and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Cogle voting _____.
- Councilor Chambers voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor Hickey voting _____.
- Councilor Huff voting _____.
- Councilor Thomas voting _____.
- Councilor Tucker voting _____.

SANDRA T. DAVIS,
CLERK OF COUNCIL

B. H. "SKIP" HENDERSON, III,
MAYOR

MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE COLUMBUS
AIRPORT COMMISSION AND COLUMBUS, GEORGIA, A CONSOLIDATED
GOVERNMENT

WHEREAS, the FAA has offered a grant pursuant to the Airport Improvement Program to the Columbus Airport (No. 3-13-0035-061-2024); and

WHEREAS, by Grant Agreement No. 3-13-0035-061-2024 dated September __, 2024, a copy of which is attached hereto, the FAA has offered the sum of \$880,191.00; and

WHEREAS, ten percent (10%) of such grant amount is due from the Columbus Airport Commission; and

WHEREAS, Columbus, Georgia, a Consolidated Government, is required to be named as a co-equal sponsor with the Columbus Airport Commission for this FAA grant and the execution of such Grant Agreements by Columbus, Georgia is necessary for the Columbus Airport Commission to receive the funding anticipated from the FAA; and

WHEREAS, the Columbus Airport Commission by resolution has formally agreed to accept the offer of such grants from the FAA and has caused the Grant Agreements to be executed by its duly authorized officers; and

WHEREAS, the Columbus Council has authorized Mayor B.H. "Skip" Henderson III to sign the attached Grant Agreements based upon the assurance that all Sponsor responsibilities as outlined in the Grant Agreements will be performed and carryout out by or at the direction of the Columbus Airport Commission and that Columbus, Georgia will not perform any Sponsor responsibilities and not suffer any risk or financial liability and a result of signing the Grant Agreements as a Sponsor;

THE PARTIES HEREBY MUTUALLY AGREE AS FOLLOWS:

In consideration for the Columbus Council’s authorization for the Mayor to sign the Grant Agreements and facilitate the receipt of the FAA Grant by the Airport Commission, the Airport Commission hereby agrees as follows:

1. The Columbus Airport Commission agrees that as between the two parties designated as Sponsor to the Grant Agreements, it shall act as the Grant recipient and perform and assume all responsibilities financial and otherwise which a Sponsor may be obligated to carry out under the Grant Agreements.
2. The Columbus Airport Commission will indemnify and hold the Columbus, Georgia consolidated government or any officer, official, agent or employee thereof, harmless against any and all financial obligations of either Sponsor under the Grant Agreements and for claims brought against it resulting from the Project or the Columbus Airport Commission’s obligations under the Grant Agreements.

ENTERED INTO THIS ____ day of September, 2024.

Columbus Airport Commission

Columbus, Georgia Consolidated Govt.

By: Dannell Mastrean Marks
Title: Chair

By: B.H. “Skip” Henderson, III
Mayor

EXPLANATION OF RESOLUTION

The Columbus Airport Commission (the “Commission”) has applied for a grant pursuant to the Airport Improvement Program to assist with the purchase of an aircraft rescue and fire fighting vehicle (Class 4 – 1,500 gallon).

The funds from the proposed grant will be used to assist in the purchase of an aircraft rescue and fire fighting vehicle (Class 4 – 1,500 gallon). The FAA has agreed to fund ninety percent (90%) of all allowable costs. The remaining ten percent (10%) will be paid by the Commission.

This resolution and explanation prepared by:

Alston E. Auten, Esq.
Morgan & Auten, P.C.
Attorneys for Columbus Airport Commission
Post Office Box 2056
Columbus, Georgia 31902

File Attachments for Item:

8. A resolution approving a Mutual Aid Agreement between the Columbus Fire and EMS Department and the Columbus Airport Commission for the provision of emergency services. (Request of the Columbus Airport Commission)

RESOLUTION

NO. _____

A RESOLUTION APPROVING A MUTUAL AID AGREEMENT BETWEEN THE COLUMBUS FIRE AND EMS DEPARTMENT AND THE COLUMBUS AIRPORT COMMISSION FOR THE PROVISION OF EMERGENCY SERVICES.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA HEREBY RESOLVES AS FOLLOWS:

This Council authorizes the Chief of the Department of Fire and Emergency Medical Services to enter into the attached Mutual Aid agreement with the Columbus Airport Commission.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the 10th day of September 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Hickey voting _____
- Councilor Garrett voting _____
- Councilor Huff voting _____
- Councilor Thomas voting _____
- Councilor Tucker voting _____

Sandra T. Davis
Clerk of Council

B.H. "Skip" Henderson, III
Mayor

MUTUAL AID AGREEMENT

This Mutual Aid Agreement (the “Agreement”) is made and entered into this ____ day of August, 2024 by and between the Columbus Airport Commission (the “Commission”), a body corporate and politic, and the Columbus, Georgia, Fire and Emergency Medical Services (“CFEMS”) (each, a “Party” or collectively, the “Parties”).

RECITALS

The Commission operates the Columbus Airport, a commercial airport located in Columbus, Georgia (the “Airport”);

CFEMS is a department of Columbus, GA, a consolidated city-county government which provides Fire and Emergency Services through Columbus, GA/Muscogee County.

The Commission and CFEMS desire to memorialize the Parties’ mutual aid efforts to one another as it relates to emergency medical services.

AGREEMENT

Now, therefore, in consideration of the mutual promises and other good and valuable consideration in hand paid, the Parties hereby agree as follows:

1. Introduction and Purpose.

The purpose of this Agreement is to ensure the continuation of necessary emergency medical resources in the event a Party requests aid to assist in its provision of emergency fire and medical services. Such a request may seek the use of a Party’s equipment, employees, processes, consultation, and other services or property, or any combination of the above, and is not limited to this list of possible resources.

By way of more specific example, and not limitation, the Parties hereto may engage the other or others for the provision of employees, equipment, or property as related to fire and emergency medical services, and such other services, employees, or property as the parties shall agree to in writing part of this Agreement or in an Addendum or Exhibit to this Agreement.

Further, CFEMS serves as a first responder providing trauma and medical care, to include air carrier accident/incident response, arising from an assistance and/or 911 call from the Columbus Airport Public Safety and/or any 911 call for assistance with a reasonable response time.

In furtherance of this purpose, this Agreement provides a framework through which the Parties to this Agreement may assist one another in times of need. Each Party to this Agreement recognizes that it may need to call upon another party to assist in its own need to provide ongoing services, to respond to catastrophes, emergencies, natural disasters, or the

like. Each Party further recognizes that non-emergency and emergency cooperation remains in the long-term interests of the parties, and therefore enters into this Agreement to ensure a consistent, coordinated and timely response in providing mutual aid. By signing below, each Party agrees to be bound by all the terms contained herein.

2. DEFINITIONS

a. "Assistance" shall mean all acts of the Assisting Party conducted for or on behalf of a Requesting Party as related to the performance of services referenced in Section 1, including but not limited to travel to and from the site of the emergency, incurring of Expenses and all activities conducted from the time employees of Assisting Party begin travel to the site of the emergency until travel from the site of the emergency to the headquarters of Assisting Party is complete.

b. "Assisting Party" shall mean a Party which has determined to provide assistance as set forth in Section 3, below, and which actually provides Assistance to a Requesting Party. Employees of Assisting Party shall at all times during Assistance continue to be employees of Assisting Party and shall not be deemed to be employees of Requesting Party for any purpose.

c. "Expenses" shall include any material used in the Assistance process not provided by the Requesting Party, including but not limited to specialty fire retardant foam or medical devices and materials and other miscellaneous costs not specifically referenced and not provided by the Requesting Party.

d. "Excluded Expenses" shall mean all administrative and general, direct and indirect labor, and overhead expenses incurred by the Assisting Party.

e. "Requesting Party" shall mean a Party which requests Assistance from another Party.

3. REQUESTS FOR ASSISTANCE

To request Assistance, a Party shall contact the respective department heads of another Party to request assistance under this Agreement. In the event a department head is unavailable, the Requesting Party shall next contact the authorized person within each department chain of command. In the event the next in the chain of command is unavailable, the Requesting Party shall next contact any member of the requesting department to request assistance. The Parties expressly understand that a Party requested to provide assistance shall not be obligated to do so until authorized by the appropriate internal party, and the decision to do so shall be in the sole discretion of the Party to which the request has been made.

For purposes of this Agreement, the current department heads are as listed below. Should such department heads change, such Party shall notify the other Party in a reasonable amount of time.

Department Head for the Commission: Amber Clark
aclark@flycolumbusga.com
(706) 324-2449

Department Head for the City: Chief Scarpa
[email]
[phone]

Once a Party assumes the responsibilities of the Assisting Party, it shall be obligated to provide Assistance in accordance with this Agreement. Notwithstanding the foregoing, the Assisting Party shall retain the authority to instruct its employees to return to its headquarters or offices whenever management of Assisting Party deems it to be necessary or desirable. This Agreement is non-exclusive, and nothing in this Agreement shall be construed as prohibiting a Party from directly arranging for Assistance on its own with other municipalities, agencies, or organizations outside the parameters of this Agreement.

Notwithstanding the foregoing, should the Commission request the CFEMS's Assistance as it relates to trauma or medical care related to an air carrier accident or incident response or pursuant to a 911 call from the Airport or anyone on Airport property, then the City shall provide Assistance with a reasonable response time, and the City agrees that it shall be the first responder to such incidents unless demand requires that the 911 call be forwarded to a private ambulance company. In that case, CFEMS assumes no responsibility under this agreement with respect to the responding private ambulance company's response or charges made by the private ambulance company. .

4. OBLIGATIONS OF REQUESTING PARTY

In connection with emergency assistance, a Requesting Party shall have the following obligations with regard to the Assisting Party:

- a. To provide its best estimate of the type and amount of equipment needed, the number and types of employees requested, and the estimated duration of the Assistance;
- b. To provide the Assisting Party accurate directions to where Assisting Party employees will report for assignment, and the name, title and telephone number of the representative of Requesting Party that will direct employees of Assisting Party;
- c. To designate a person to work with each employee or group of employees of Assisting Party who is familiar with Requesting Party's systems or methods of work, and who has direct access to Requesting Party's computer networks or communication system, if applicable;
- d. To provide a description of the Requesting Party's systems or operational plan, applicable standard operating procedures, standing directives, and other useful

information, as applicable;

- e. To release all employees of Assisting Party once Assistance is no longer necessary or desirable provided that the Assisting Party is satisfied that the emergency situation has been adequately dealt with (unless such employees are earlier recalled by the Assisting Party);
- f. Promptly reimburse Expenses incurred by Assisting Party, but no later than forty-five days after receipt of an invoice; and
- g. If the requesting party is the Airport, it will maintain insurance in amounts and coverages typically maintained for such operations of similar size providing service in the state of Georgia, and as may be required by applicable law. Insurances shall include Commercial General Liability, Workers' Compensation/Employer's Liability, Automobile Liability, and such other coverages as may reasonably be requested by Assisting Party, which proof of such insurance shall be provided upon request by Assisting Party.

5. OBLIGATIONS OF ASSISTING PARTY

Assisting Party shall do the following:

- a. Maintain work records for its employees providing Assistance. At a minimum, the work records shall include the names of the Requesting Party and the Assisting Party, the names and job titles or classifications of all personnel from the Assisting Party who provided Assistance, the names or descriptions or identifying numbers of all equipment used by the Assisting Party, as well as the applicable rate for use of such equipment. In the absence of any adopted rates for the use of such equipment, the Assisting Party shall charge the municipal rates set forth under State of Georgia guidelines, if available, and in the absence of any State of Georgia guidelines, the Assisting Party shall charge the rates set forth in the FEMA Schedule of Equipment Rates.
- b. Assisting Party shall submit an invoice for Expenses to Requesting Party within thirty days after Assistance has been terminated. At a minimum, the invoice shall include the names of the Requesting Party and the Assisting Party, contact information for the Assisting Party, all time sheets associated with such assistance, all Expenses as defined in Section 2(d), and the date the invoice is due.
- c. Assisting Party shall adhere to its own applicable personnel policies or labor agreements in connection with its provision of Assistance hereunder.
- d. Assisting Party shall maintain insurance in amounts and coverages typically maintained for such operations of similar size in the State of Georgia and as may be required by applicable law, unless other amounts shall be agreed to.

Insurances shall include Commercial General Liability, Workers' Compensation/Employer's Liability, Automobile Liability, and such other coverages as may reasonably be requested by Requesting Party. Proof of such insurance shall be provided upon request by the Requesting Party.

6. JOINT RESPONSIBILITIES

It shall be the responsibility of each Participating Party to do the following:

- a. Identify potential hazards that could affect the Parties and their personnel;
- b. Conduct joint planning, intelligence sharing and threat assessment development, and conduct a joint meeting and training at least biennially (or as otherwise agreed by the Parties);
- c. Identify and inventory the current services, equipment, supplies, personnel and other resources related to planning, prevention, mitigation, response and recovery activities of the Parties; and
- d. Adopt and put into practice a jointly-agreed standardized incident management system, as needed.

7. LIMITATIONS

A Party may withhold resources to the extent necessary to provide reasonable protection and services for its own jurisdiction, agency, or organization. In the event of a response hereunder, the Assisting Party's personnel shall continue to be under the command and control of the Assisting Party, to include standard operating procedures and medical protocols, but shall be under the Requesting Party's operational control. Assets and equipment of the Assisting Party shall remain under its ultimate control, but shall be under the Requesting Party's operational control during the time of any response hereunder.

8. TERM

This Agreement shall continue in force and effect for a period of one (1) year and shall automatically renew for up to four(4) additional one (1)-year periods until such time as one of the Parties withdraws its participation, upon no less than sixty (60) days' written notice.

9. INDEMNIFICATION

To the extent permitted by law, and except to the extent of Assisting Party's gross negligence or intentional misconduct, the Airport shall indemnify, defend and hold harmless the CFEMS, its officers, Commissioners, employees, contractors, and agents from and against any and all claims, demands, suits, liability, causes of action, fines, penalties, court costs, losses, damages and expenses ("Covered Losses"), including such claims asserted by

third parties, arising out of, or resulting from, occasioned by or in connection with the rendering of Assistance under this Agreement or the performance or non-performance of its obligations under this Agreement, on account of any damages, loss or destruction of property or personal injury, including death, to any person or persons, which result from facilitating or furnishing Assistance pursuant to this Agreement (“Covered Claims”). Under no circumstances shall either party be entitled to special, indirect, punitive, or consequential damages, lost profits, or business interruption damages whether in contract, tort, warranty, strict liability or otherwise.

For removal of doubt, payments in connection with workers' compensation or disability or pension benefits, or increases in such costs, whether due to increases in premiums as a result of a Claim or contributions, are not included in Covered Losses, and each Party's employees shall be construed as employees of the actual employer and not of the Requesting Party. Any claim for attorney's fees shall be excluded hereunder.

CFEMS shall promptly notify Airport in writing of any Covered Claim for which it seeks indemnification hereunder, and in no case, more than fifteen (15) days after it receives notice of such Covered Claim. Airport shall have no liability for failing to provide indemnification for any Claim for which it has not received notice. Notwithstanding the foregoing, the CFEMS shall have the right, at any times, to participate in or assume control of the defense of the Covered Claim with counsel of its choice, which counsel must be reasonably acceptable to Airport. Airport agrees to fully cooperate with CFEMS. If CFEMS assumes control of any third-party Covered Claim, Airport shall have the right to participate in the defense at its own expense. If CFEMS does not assume control or otherwise participate in the defense of the Covered Claim, CFEMS shall be bound by the results obtained by Requesting Party. If CFEMS assumes defense of a third party Covered Claim, then in no event shall Airport admit any liability with respect to, or settle, compromise or discharge, any such third-party Covered Claim without Indemnitee's prior written consent.

10. APPLICABLE LAW

This Agreement is adopted under the laws of the State of Georgia and shall be interpreted, governed by, and construed in accordance with the laws of the State of Georgia, without regard to conflict of laws rules of another state.

11. SEVERABILITY

All the provisions of this Participation Agreement shall be considered as separate terms and Conditions. In the event that any provision hereof is determined to be invalid, prohibited, or unenforceable by a court or other body of competent jurisdiction, this Participation Agreement shall be construed as if such invalid, prohibited, or unenforceable provision had been more narrowly drawn so as not to be invalid, prohibited, or unenforceable. Notwithstanding the foregoing two sentences, in the event that any of the provisions of this Participation Agreement should be determined to be invalid, prohibited or unenforceable, the validity, legality and enforceability of the remaining provisions contained in this Participation Agreement shall not in any way be affected or impaired thereby.

12. ASSIGNMENT

Neither Party may assign its interest in this Agreement without the prior written consent of the other.

13. NO WAIVER

No failure to exercise, and no delay in exercising any right, power, or remedy hereunder or under any document delivered pursuant hereto shall impair any right, power, or remedy which the Parties hereto may have, nor shall any such delay be construed to be a waiver of any of such rights, powers, or remedies, or an acquiescence in any breach or default under this Agreement, nor shall any waiver of any breach or default of any party hereunder be deemed a waiver of any default or breach subsequently occurring.

14. NOTICE

Any required notice or other communication to be given hereunder shall be in writing and mailed, certified with return receipt requested, or e-mailed, or sent by facsimile, or sent by nationally recognized overnight courier (e.g., Federal Express) to such party at the address or number set forth below:

Columbus Airport Commission
Attn: Chief of Public Safety
3250 W. Britt David Road
Columbus, Georgia 31901

Columbus Fire & EMS
Attn: Fire Chief
510 10th Street 2nd floor
Columbus, Georgia 31901

15. JOINT DRAFTING

The Parties agree that this Agreement was jointly drafted, and that they both had opportunity to negotiate terms and to obtain assistance of counsel in reviewing terms prior to execution. This Agreement shall be construed neither against nor in favor of either party but shall be construed in a neutral manner.

16. ENTIRE AGREEMENT

This Agreement embodies the entire agreement and understanding between the Parties relating to the subject matter hereof and there are no covenants, promises, agreements, conditions or understandings, oral or written, except as herein set forth.

17. SUCCESSORS AND ASSIGNS

This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns.

18. AGREEMENT AND COUNTERPARTS

This Agreement may be executed in any number of counterparts, and each executed counterpart shall have the same force and effect as an original instrument and as if all the parties to all of the counterparts had signed the same instrument. Any signature page of this Agreement may be detached from any counterpart of the Agreement without impairing the legal effect of any signatures thereon, and may be attached to another counterpart of this Agreement identical in form hereto but having attached to it one or more signature pages. By signing below, each Party agrees and acknowledges that the foregoing terms and conditions shall apply to any request and rendering of Assistance, as of the date written below. This Agreement supersedes any previous agreements.

Remainder of page intentionally left blank. Signatures appear on next page.

IN WITNESS WHEREOF, the Parties hereunto set their hands and seals as of the date set forth above.

Columbus Airport Commission

By: _____
Amber Clark, Airport Director

Attest: _____

Name: _____

Its: _____

Columbus Fire and EMS, a Department of Columbus, Georgia

By: _____
Chief Salvatore Scarpa

File Attachments for Item:

1. FY 2025 Georgia Department of Transportation – Transportation Planning Contract

Approval is requested to execute a contract with the Georgia Department of Transportation for Financial Assistance to carry out the FY 2025 Transportation Planning Work Activities of the Columbus-Phenix City Transportation Study (C-PCTS) and to amend the Multi- Governmental Fund by the amount of the contract and local match. This is an annual contract with the Georgia Department of Transportation and the Federal Highway Administration which will require a 20% match of 84,787.30.

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	FY 2025 Georgia Department of Transportation – Transportation Planning Contract
AGENDA SUMMARY:	Approval is requested to execute a contract with the Georgia Department of Transportation for Financial Assistance to carry out the FY 2025 Transportation Planning Work Activities of the Columbus-Phenix City Transportation Study (C-PCTS) and to amend the Multi-Governmental Fund by the amount of the contract and local match. This is an annual contract with the Georgia Department of Transportation and the Federal Highway Administration which will require a 20% match of 84,787.30.
INITIATED BY:	Planning Department

Recommendation: Approval is requested to execute a contract with the Georgia Department of Transportation for Financial Assistance to carry out the FY 2025 Transportation Planning Work Activities of the Columbus-Phenix City Transportation Study (C-PCTS) and to amend the Multi-Governmental Fund by the amount of the contract and local match. This is an annual contract with the Georgia Department of Transportation and the Federal Highway Administration which will require a 20% match of 84,787.30.

Background: During the first quarter of the fiscal year, the Metropolitan Planning Organization (MPO) receives a contract on behalf of the City from the Georgia Department of Transportation (GDOT) for Federal Highway Administration (FHWA) Section 112 Funds to perform multi-modal transportation planning activities identified in the Columbus-Phenix City Unified Planning Work Program (UPWP). The Transportation Planning Division, which is housed within the MPO, performs the planning work that includes items such as the Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), Congestion Management Process (CMP), Site Impact Analysis, Traffic Modeling Networks, and additional planning activities. The City is required to provide the 20% local match for \$84,787.30 to receive the Federal Funds.

Analysis: The Columbus-Phenix City Transportation Study (C-PCTS) serves as the Metropolitan Planning Organization (MPO) for the urban area. The Transportation Planning Division is the designated MPO recipient and project administrator of Section 112 Transportation Planning Funds. The Transportation Planning Funds are designated for the Columbus-Phenix City MPO for the performance of multi-modal transportation activities.

Financial Considerations: Transportation planning funds in the amount of \$339,149.30 is requested in the form of a contract with the Georgia Department of Transportation. This is an annual contract with the Georgia Department of Transportation and the Federal Highway Administration, which will require a 20% match. The following is a breakdown of funding sources.

FHWA – H.R. 3684 – Section 11206 Funds		
FHWA	80%	\$339,149.21
Local Match	20%	\$84,787.30
Total GDOT Contract	100%	\$423,936.51
	TOTAL	\$423,936.51

The City’s 20% match of \$84,787.30 is budgeted in the FY 2025 Budget, General Fund.

Legal Considerations: The Columbus-Phenix City Transportation Study is in compliance with all applicable planning requirements and certifications necessary in order to receive the federal funds.

Recommendation/Action: Approval is requested to execute a contract with the Georgia Department of Transportation for Financial Assistance to carry out the FY 2025 Transportation Planning Work Activities of the Columbus-Phenix City Transportation Study (C-PCTS) and to amend the Multi- Governmental Fund by the amount of the contract and local match. This is an annual contract with the Georgia Department of Transportation and the Federal Highway Administration which will require a 20% match of 84,787.30.

A RESOLUTION**NO.**

A RESOLUTION OF THE COUNCIL OF COLUMBUS, GEORGIA, AUTHORIZING THE EXECUTION OF A CONTRACT WITH THE GEORGIA DEPARTMENT OF TRANSPORTATION ON BEHALF ON THE CITY FOR FINANCIAL ASSISTANCE TO CARRY OUT THE FY 2024 TRANSPORTATION PLANNING ACTIVITIES OF THE COLUMBUS-PHENIX CITY TRANSPORTATION STUDY (C-PCTS) METROPOLITAN PLANNING ORGANIZATION (MPO) AND TO AMEND THE MULTIGOVERNMENTAL FUND BY THE AMOUNT OF THE CONTRACT AND LOCAL FUNDS.

WHEREAS, the FY 2025 Unified Planning Work Program (UPWP) of the Columbus-Phenix City Transportation Study has been reviewed and approved by the United States Department of Transportation (FHWA) and the Georgia Department of Transportation (GDOT); and,

WHEREAS, the FY 2025 UPWP indicates the amount of Section 112 Transportation Planning Funds to be provided by GDOT to be \$339,149.21; and,

WHEREAS, there is a local match of \$84,787.30 to receive the Section 112 Funds.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF COLUMBUS, GEORGIA, AS FOLLOWS:

- (1) That the Mayor, City Manager or designee is hereby authorized to execute said contract on behalf of the Consolidated Government of Columbus, Georgia and receive an amount up to \$339,149.21 as may be necessary to carry out said contract; and,
- (2) That the City gives assurance that, should said contract be executed, it is the intent of the Council to commit \$84,787.30 for the local match of planning expenses; and
- (3) That the City Manager is authorized to execute (or to delegate to the Metropolitan Planning Organization) the execution of and file with such application and assurance, or other documents required by GDOT in connection with the application, and to requisition state funds to reimburse the City for eligible expenses under any resulting grant contracts.

Introduced at a regular meeting of the Council of Columbus, Georgia held on the _____ day of _____ 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Chambers voting _____.
- Councilor Cogle voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor Hickey voting _____.
- Councilor Huff voting _____.
- Councilor Thomas voting _____.
- Councilor Tucker voting _____.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

**METROPOLITAN TRANSPORTATION
PLANNING SERVICES CONTRACT
FY 2025**

**COLUMBUS CONSOLIDATED GOVERNMENT AS DESIGNATED
METROPOLITAN PLANNING ORGANIZATION RESPONSIBLE FOR THE
COLUMBUS-PHENIX CITY MPO**

FHWA METROPOLITAN PLANNING PROGRAM

Planning Services (PL) Contract

**CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER 20.205
FEDERAL-AID PARTICIPATING PROJECT
PI Number: 0020230
Contract ID: 48400-415-IGDPL2500402**

Federal Share 80%	\$ 339,149.21
<u>Local Match Share 20%</u>	<u>\$ 84,787.30</u>
Total Contract Cost	\$423,936.51

**Agreement By and Between the
GEORGIA DEPARTMENT OF TRANSPORTATION
ONE GEORGIA CENTER, 600 WEST PEACHTREE STREET NW
ATLANTA, GEORGIA 30308**

and the

**COLUMBUS CONSOLIDATED GOVERNMENT AS DESIGNATED METROPOLITAN
PLANNING ORGANIZATION RESPONSIBLE FOR THE COLUMBUS-PHENIX CITY
MPO**

THIS AGREEMENT is made and entered into this _____ day of _____, 2024, by and between the GEORGIA DEPARTMENT OF TRANSPORTATION, an agency of the State of Georgia, hereinafter called the "DEPARTMENT", and the Columbus Consolidated Government as Designated Metropolitan Planning Organization Responsible for the Columbus-Phenix City, organized and existing under the laws of the State of Georgia, hereinafter called the "DESIGNATED AGENCY".

WHEREAS, the DEPARTMENT is recognized by the United States Department of Transportation as the agency responsible for cooperative, comprehensive, continuing transportation planning pursuant to the provisions of Fixing America's Surface Transportation Act (FAST Act) of 2015, 23 U. S. C. Section 134, the Federal Transit Act, 49 U.S.C. Section 5303; and relevant amendments and subsequent legislation pertaining thereto; and

WHEREAS, the DEPARTMENT is authorized under O.C.G.A. § 32-2-2(7) to "accept and use federal funds...; and to do all things necessary, proper, or expedient to achieve compliance with the provision and requirements of all applicable federal-aid acts and programs"; and

WHEREAS, the DESIGNATED AGENCY is an approved metropolitan planning organization responsible for carrying out the transportation planning process in its urbanized area in accordance with 23 U.S.C. § 134; and

WHEREAS, the DEPARTMENT desires to participate jointly with the DESIGNATED AGENCY to perform certain services which will consist of providing the DESIGNATED AGENCY with information for the continuing transportation planning process as set forth in **Exhibit D, "Fiscal Year 2025"**, (hereinafter referred to as the "PROJECT").

NOW THEREFORE, for and in consideration of the mutual promises, covenants and contracts contained herein, and other good and valuable consideration as set out hereinafter, it is agreed by and between the DEPARTMENT and the DESIGNATED AGENCY that:

ARTICLE I SCOPE AND PROCEDURES

The scope and procedure of the PROJECT shall be that stated in the Scope of Work, which is affixed to this Agreement under the label of **Exhibit D**, entitled "**Fiscal Year 2025**", the same as if fully set forth herein.

The DESIGNATED AGENCY shall perform or cause to be performed the services to accomplish the PROJECT, the work for which is set forth in the aforementioned **Exhibit D, "Fiscal Year 2025,"**.

The DESIGNATED AGENCY shall perform the PROJECT activities and shall do so under such control and supervision by the DEPARTMENT as the DEPARTMENT may deem appropriate.

The DEPARTMENT shall perform the services incumbent upon it as stated in **Exhibit D, "Fiscal Year 2025,"**.

ARTICLE II EMPLOYMENT OF DEPARTMENT'S PERSONNEL

The DESIGNATED AGENCY shall not employ any person or persons in the employ of the DEPARTMENT for any work required by the terms of this Agreement, without the written permission of the DEPARTMENT except as may otherwise be provided for herein.

ARTICLE III REVIEW OF WORK

Authorized representatives for the DEPARTMENT and Federal Government may at all reasonable times review and inspect the PROJECT activities and data collected under this Agreement and amendments thereto. All reports, drawings, studies, specifications, estimates, maps, and computations, prepared by or for the DESIGNATED AGENCY, shall be made available to authorized representatives of the DEPARTMENT and representatives of the Federal Government for inspection

and review at all reasonable times. Acceptance shall not relieve the DESIGNATED AGENCY of its professional obligation to correct, at its own expense, any of its errors in the work.

ARTICLE IV

AUTHORIZATION AND APPROVAL

TIME IS OF THE ESSENCE TO THIS AGREEMENT. The DESIGNATED AGENCY shall initiate the work called for in the Scope of Work on July 1, 2024. The work outlined therein shall be completed no later than June 30, 2025. The work shall be carried on expeditiously and in accordance with the work schedule as set forth in **Exhibit F, "Schedule"**, attached hereto and incorporated by reference.

ARTICLE V

RESPONSIBILITY FOR CLAIMS AND LIABILITY

The DESIGNATED AGENCY shall be responsible for any and all damages to property or persons and shall save harmless the DEPARTMENT, its officers, agents and employees from all suits, claims, actions, or damages of any nature whatsoever resulting from the negligence of the DESIGNATED AGENCY in the performance of work under this Agreement.

ARTICLE VI

COMPENSATION

A. Total Cost

1. The DEPARTMENT and the DESIGNATED AGENCY agree that the total estimated allowable cost, as shown in **Exhibit E, "Budget Estimate for Federal Fiscal Year 2025"**, attached hereto and incorporated herein by reference, for completion of the PROJECT is Four Hundred and Twenty-Three Thousand, Nine Hundred and Thirty-Six Dollars and Fifty-One Cents. (\$423,936.51). It is agreed that the amount which the DEPARTMENT shall be obligated to pay is Eighty Percent (80%) of total cost which represents the Federal Share of the cost of the PROJECT up to Three Hundred and Thirty-Nine Thousand, One Hundred and Forty-Nine Dollars and Twenty-One Cents (\$339,149.21). However, if the sum total of the allowable cost for the PROJECT is less than the total estimated allowable cost, then it is further agreed that the DEPARTMENT shall be obligated to pay only the 80% Federal Share of the allowable cost incurred. In no event shall the DEPARTMENT

- be obligated to pay more than the maximum Federal Share of Three Hundred and Thirty-Nine Thousand, One Hundred and Forty-Nine Dollars and Twenty-One Cents (\$339,149.21). In no event shall the DEPARTMENT be required to pay the Federal Share, if the Federal Share is not provided to the DEPARTMENT by the Federal Highway Administration.
2. The DESIGNATED AGENCY shall be obligated to pay Twenty (20%) of the total allowable cost, which represents the Local Match rate of the cost of the PROJECT up to Eighty-Four Thousand, Seven Hundred and Eighty-Seven Dollars and Thirty Cents (\$84,787.30). However, if the sum total of the actual allowable cost for the PROJECT is less than the total estimated allowable cost, the DESIGNATED AGENCY shall pay a 20% Local Match rate of the actual allowable cost incurred. In no event shall the DESIGNATED AGENCY be obligated to pay more than the maximum Local Match of the Federal Share (\$84,787.30).

B. Allowable Costs

Allowable costs shall include both direct and indirect costs incurred by the DESIGNATED AGENCY, which is provided in **Exhibit E**, “Budget Estimate for Federal Fiscal Year 2025”, and subject to the maximum limitation prescribed in Subsection A of Article VI and the limitations outlined below:

1. Direct Cost

The DEPARTMENT shall pay to the DESIGNATED AGENCY for the performance of this Agreement an amount equal to such direct costs as are incurred by the DESIGNATED AGENCY and are chargeable to the PROJECT under generally accepted accounting principles and as allowed in 2 C.F.R. Part 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”, and not prohibited by the laws of the State of Georgia, including salaries and wages, and the cost of travel, and other miscellaneous direct costs incurred by the DESIGNATED AGENCY. As specified in Article X, the validity of the direct costs may be verified from the cost records of the DESIGNATED AGENCY by authorized representatives of the DEPARTMENT and the Federal Government as the work progresses, and in any event, before final settlement of the DESIGNATED AGENCY’S costs under the terms of this Agreement or amendments hereto.

The cost of any nonexpendable tools, instruments, or equipment used in the execution and performance of the PROJECT shall not be an allowable direct cost when such items are of the nature and kind of tools, instruments or equipment normally and generally used in an office or laboratory, provided however that the cost of data processing equipment shall be an allowable expense when such expenditure complies with the provisions of 2 C.F.R. § 200 (“Uniform Grant Guidance”) and is specifically detailed in **Exhibit D, ”Work Program, Fiscal Year 2025”** and **Exhibit E, “Budget Estimate for Federal Fiscal Year 2025”** of this Agreement. If at anytime during the duration of the useful life of the PROJECT’s data processing equipment the DESIGNATED AGENCY fails to utilize such equipment for the purpose of accomplishing the PROJECT the DEPARTMENT at its discretion may require the DESIGNATED AGENCY to remit to the DEPARTMENT 100% of the DEPARTMENT’S Federal and State Share of the fair market value, if any, of such equipment. For the purpose of this Article, the fair market value shall be deemed to be the value of the equipment as determined by an appraisal conducted as soon as feasible after such withdrawal or misuse occurs or the actual proceeds from the public sale of such equipment, whichever is approved by the DEPARTMENT.

The rate of compensation for work performed on the PROJECT by a professional staff member or employee of the DESIGNATED AGENCY shall not exceed the salary rate that is applicable to said person's other activities for the DESIGNATED AGENCY. Charges for salaries and wages of the individuals will be supported by time and attendance and payroll distribution records. Premiums pay for overtime, extra-pay shifts, and multi-shift work are not reimbursable under this Agreement unless such costs are included in the budget estimate in **Exhibit E, “Budget Estimate for Federal Fiscal Year 2025”**, or unless such costs have been given prior written approval by the DEPARTMENT.

No expense for travel outside the State of Georgia shall be an allowable direct cost under this Agreement unless such travel is listed in the budget estimate in **Exhibit E, “Budget Estimate for Federal Fiscal Year 2025”**, or approved in advance by the DEPARTMENT. Staff from the DESIGNATED AGENCY seeking travel approval should submit the details for the requested travel expenses to the DEPARTMENT in advance and must include information on how the travel request will benefit the transportation planning process of the DESIGNATED AGENCY. In addition, all expenses for food, fuel, mileage, and

lodging accommodations incurred from travel within or outside of the State of Georgia shall be limited to the currently approved amounts posted on the United States General Services Administration (GSA) website for the corresponding geographic location.

2. Indirect Costs

The DEPARTMENT shall reimburse the DESIGNATED AGENCY for such indirect costs as are properly chargeable to the PROJECT under generally accepted accounting principles and as allowed in 2 C.F.R. Part 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”, and not prohibited by the laws of the State of Georgia. Fringe benefits shall be reimbursed at a provisional overhead rate of 24.64% of the amount paid as direct salaries and wages to persons employed by the DESIGNATED AGENCY on the PROJECT. Indirect Personnel cost shall be reimbursed at a provisional overhead rate of 4.6% of the amount paid as direct salaries, wages and fringe benefits to persons employed by the DESIGNATED AGENCY that are chargeable to the PROJECT. Upon completion of the PROJECT, the DEPARTMENT will determine final payment for indirect costs by audit of the DESIGNATED AGENCY’S accounts to establish the actual allowable overhead rate experienced during the period of performance of this Agreement. The DESIGNATED AGENCY understands and agrees that the DEPARTMENT may accept, in lieu of its own audit, a federal audit or an audit by an independent accountant or accounting firm. The audit of an independent accountant or accounting firm shall be made and reported in accordance with audit requirements, 2 CFR Part 200. The DESIGNATED AGENCY shall ensure that the independent accountant or accounting firm shall make available upon request to authorized representatives of the DEPARTMENT all audit work papers pertaining to this AGREEMENT to determine said final payment for indirect costs.

In the event the DESIGNATED AGENCY’S actual allowable overhead rate during the period of this Agreement is less than the provisional overhead rate established herein, the DESIGNATED AGENCY shall reimburse the DEPARTMENT the difference between the indirect cost actually paid and the actual allowable indirect cost as determined by the final audit in accordance with the provisions of this Article.

The DESIGNATED AGENCY further agrees that the decision of the DEPARTMENT in the establishment of the actual allowable overhead rate for final payment of indirect costs shall be final.

The validity of these indirect cost payments may be verified from the indirect cost records of the DESIGNATED AGENCY by authorized representatives of the DEPARTMENT and the Federal Government as the work progresses and in any event before final settlement of the DESIGNATED AGENCY'S costs under this Agreement, or amendments hereto.

ARTICLE VII SUBSTANTIAL CHANGES

If, prior to the satisfactory completion of the services, under this Agreement, the DEPARTMENT materially changes the scope, character, complexity, or duration of the services from those required under the basic Agreement, a supplemental agreement may be executed between the parties. Minor changes that do not involve compensation in the Scope and Procedure, extension of the term, or changes in the goals and objectives of the PROJECT may be made by written notification of such change by either party with written approval of the other party.

ARTICLE VIII PARTIAL PAYMENT

The DESIGNATED AGENCY shall submit to the DEPARTMENT itemized vouchers showing, in reasonable detail, the actual allowable costs per work element, incurred by the DESIGNATED AGENCY on the PROJECT for the voucher period. A summary of the cost breakdown and work progress for each work element shall accompany each voucher. Upon the basis of its review of such vouchers, the DEPARTMENT may, at the request of the DESIGNATED AGENCY, make payment to the DESIGNATED AGENCY as the work progresses but not more often than four times during the fiscal year. The vouchers shall be numbered consecutively and subsequent vouchers shall be submitted every three months, but no later than forty-five (45) days after the end of each quarter, until the PROJECT is completed. Payment shall be made in the amount of sums earned less previous partial payments.

ARTICLE IX
FINAL PAYMENT

IT IS FURTHER AGREED that upon satisfactory completion by the DESIGNATED AGENCY and acceptance by the DEPARTMENT of the work described in Article I of this Agreement, the DESIGNATED AGENCY shall submit to the DEPARTMENT a written submission for final payment not more than forty-five (45) days after the completion date of the project. Upon receipt of any final written submission by the DESIGNATED AGENCY, the DEPARTMENT shall pay the DESIGNATED AGENCY a sum equal to one hundred percent (100%) of the allowable cost set forth herein less the total of all previous partial payments, paid or in the process of payment.

The DESIGNATED AGENCY agrees that acceptance of this final payment shall be in full and final settlement of all claims arising against the DEPARTMENT for work done, materials furnished, costs incurred, or otherwise arising out of the Agreement and shall release the DEPARTMENT from any and all further claims of whatever nature, whether known or unknown for and on account of said Agreement, and for any and all work done, and labor and materials furnished, in connection with same.

ARTICLE X
MAINTENANCE OF CONTRACT COST RECORDS

The DESIGNATED AGENCY shall maintain all books, documents, papers, accounting records, and other evidence pertaining to costs incurred on the PROJECT and shall make material available at all reasonable times during this period of the Agreement, and for three years from the date of final payment under the Agreement, for inspection by the DEPARTMENT, and the Federal Highway Administration and any reviewing agencies, and copies thereof shall be furnished upon request.

The DESIGNATED AGENCY shall certify that items of equipment included in direct costs have been excluded from the indirect costs.

The DESIGNATED AGENCY agrees that the provisions of this Article shall be included in any contracts it may make with any subcontractor, assignee, or transferee.

ARTICLE XI
SUBCONTRACTS, ASSIGNMENT, OR TRANSFER

It is understood by the parties to this Agreement that the work of the DESIGNATED AGENCY is considered personal by the DEPARTMENT. The DESIGNATED AGENCY agrees not to assign, sublet, or transfer any or all of its interest in the Agreement without prior written approval of the DEPARTMENT and the Federal Highway Administration. The DESIGNATED AGENCY also agrees that all subcontracts shall be subject to the provisions contained in this Agreement. The DESIGNATED AGENCY also agrees that any subcontracts exceeding \$10,000 in cost shall contain all the required provisions of this Agreement. All consultants hired by the DESIGNATED AGENCY shall be on the DEPARTMENT'S pre-qualified consultants list.

ARTICLE XII
USE OF DOCUMENTS

The DESIGNATED AGENCY agrees that all reports, drawings, studies, specifications, estimates, maps, computations, and other data, prepared by or for it under the terms of this Agreement shall be made available to the DEPARTMENT and the Federal Highway Administration at all reasonable times during the period of the Agreement and upon termination or completion of the work. The DEPARTMENT shall have the right to use same without restriction or limitation and without compensation to the DESIGNATED AGENCY other than that provided for in this Agreement.

ARTICLE XIII
TERMINATION

The DEPARTMENT reserves the right to terminate this Agreement at any time for just cause, or for any cause, upon 30 days written notice to the DESIGNATED AGENCY, notwithstanding any just claims by the DESIGNATED AGENCY for payment of services rendered prior to the date of termination.

Should the work under this Agreement be terminated by the DEPARTMENT pursuant to this Article, final payment to the DESIGNATED AGENCY shall be made in the amount of sums earned, less previous partial payments. Any work elements that are incomplete by the termination date shall be reimbursed based upon the percentage of work completed for said work element(s).

ARTICLE XIV
PUBLISHED REPORTS

It is agreed that articles, papers, bulletins, data, studies, statistics, interim or final reports, oral transmittals or any other materials reporting the plans, progress, analyses, results, or findings of work conducted under this Agreement shall not be presented publicly or published without prior written approval by the DEPARTMENT.

It is further agreed that all published reports shall include a disclaimer provision on the cover or title page in the following form:

"The opinions, findings, and conclusions in this publication are those of the author(s) and not necessarily reflect the official views or policies of those of the Department of Transportation, State of Georgia, or the Federal Highway Administration. This publication does not constitute a standard, specification, or regulation."

All reports published by the DESIGNATED AGENCY shall contain a credit reference to the Federal Highway Administration such as: "Prepared in cooperation with the Department of Transportation, State of Georgia, and the Federal Highway Administration."

It is further agreed that any information concerning the PROJECT, its conduct, results or data gathered or processed shall not be released other than as required under the Georgia Open Records Act, O.C.G.A. § 50-18-70, et seq. Any request directed to the DESIGNATED AGENCY pursuant to the Georgia Open Records Act, for documents or information that are either received or maintained by the DESIGNATED AGENCY in the performance of the work under this Contract, for or on behalf of the DEPARTMENT, shall be released pursuant to the provisions of the Act. Further, the DESIGNATED AGENCY agrees to consult with the DEPARTMENT prior to releasing the requested documents, where required by the DEPARTMENT.

ARTICLE XV COPYRIGHTING

The DESIGNATED AGENCY shall be free to copyright material developed under this Agreement with the provisions that the DEPARTMENT and the Federal Highway Administration reserve a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, the work for government purposes.

ARTICLE XVI COVENANT AGAINST CONTINGENT FEES

The DESIGNATED AGENCY shall comply with all relevant federal, state and local laws. The DESIGNATED AGENCY warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the DESIGNATED AGENCY, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the DESIGNATED AGENCY, any fee, commission, percentage, brokerage fee, gifts or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the DEPARTMENT shall have the right to annul this Agreement without liability or, at 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.

ARTICLE XVII
CONTRACT DISPUTES

This Agreement shall be deemed to have been executed in Fulton County, Georgia, and all questions of interpretation and construction shall be governed by the laws of the State of Georgia.

ARTICLE XVIII
COMPLIANCE WITH APPLICABLE LAW

- A. The undersigned certify that the provisions of the Official Code of Georgia Annotated (“O.C.G.A.”), Sections 45-10-20 through 45-10-28, relating to conflict of interest, have been complied with in full.
- B. It is further agreed that the DESIGNATED AGENCY shall comply with and shall require its subcontractors to comply with the regulations for compliance with Title VI of the Civil Rights Act of 1964 as amended, and 23 C.F.R. Part 200 as stated in **Appendix A, “Notice of Contractors, Compliance with Title VI of the Civil Rights Act of 1964”**, of this Agreement.
- C. It is further agreed that and certified by the DESIGNATED AGENCY that neither it nor any of its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any State or Federal department or agency, and is eligible to receive the Federal funding assistance provided for in this Agreement, as provided for in **Appendix B, “Certification Regarding Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters”**.
- D. It is further agreed that and certified by the DESIGNATED AGENCY that the provisions of the O.C.G.A §§ 50-24-1 through 50-24-6, relating to the "Drug-Free Workplace Act", have been complied with in full as stated in **Appendix C, “Drug-Free Workplace Certificate”**.
- E. It is further agreed that and certified by the DESIGNATED AGENCY that the provisions of the O.C.G.A § 13-10-91, relating to the “Georgia Security and Immigration Compliance Act” have been complied with in full as stated in **Appendix D, “Georgia Security and Immigration Compliance Act Affidavit”**.
- F. It is further agreed and certified that, pursuant to O.C.G.A § 50-5-85, the DESIGNATED AGENCY is not currently engaged in and agrees that for the duration of this Agreement, it will not engage in a boycott of Israel.
- G. The covenants herein contained, shall except as otherwise provided, accrue to the benefit

of and be binding upon the successors and assigns of the parties hereto.

ARTICLE XIX
AUDITS OF COST RECORDS

The DEPARTMENT shall have the right to perform an audit of all documents and records pertaining to costs incurred on this PROJECT for a period of three (3) years after the final payment under Article IX is made by the DEPARTMENT to the DESIGNATED AGENCY under this Agreement. If requested, the DESIGNATED AGENCY shall assist in making the result of the audit performed pursuant to 2 C.F.R. Part 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” available to the DEPARTMENT. To the extent such audit is applicable, the DEPARTMENT, in its sole discretion, may agree to accept the Single Audit in lieu of its audit as herein allowed. Further, the DESIGNATED AGENCY agrees to reimburse the DEPARTMENT for the DEPARTMENT's share of any and all costs disallowed as a result of either the Single Audit or by the audit allowed hereunder by the DEPARTMENT.

ARTICLE XX
INSURANCE

The DESIGNATED AGENCY shall provide insurance under this Agreement as follows:

1. It is understood that the DESIGNATED AGENCY (*complete the applicable statement*):

shall, obtain coverage from DESIGNATED AGENCY’s private insurance company or cause DESIGNATED AGENCY’S consultant/contractor to obtain coverage.

OR

is self-insured.

Prior to beginning the work, DESIGNATED AGENCY shall furnish to the DEPARTMENT, a copy of the certificates and the endorsement page for the minimum amounts of insurance indicated below in this Article XX (Insurance) of the Agreement.

2. Minimum Amounts. The following minimum amount of insurance from insurers rated at least A– by A. M. Best’s and registered to do business in the State of Georgia:
- a) Commercial General Liability Insurance of at least \$1,000,000 per occurrence \$3,000,000 aggregate, including Automobile Comprehensive Liability Coverage with bodily injury in the minimum amount of \$1,000,000 combined single limits each occurrence. DEPARTMENT shall be named as an additional insured and a copy of the policy endorsement shall be provided with the insurance certificate.
 - b) Workmen's Compensation Insurance, in accordance with the laws of the State of Georgia.
 - c) Professional Liability (Errors and Omissions) Insurance with limits of at least:
 - i. For Professionals – \$1,000,000 per claim and \$1,000,000 in aggregate coverage;
 - ii. For Sub-consultant Engineers and Architects – \$1,000,000 per claim and \$1,000,000 in aggregate coverage;
 - iii. For Other Consultants – \$1,000,000 per claim and \$1,000,000 in aggregate coverage.
 - iv. Professional liability insurance that shall be either a practice policy or project-specific coverage. Professional liability insurance shall contain prior acts coverage for services performed for this PROJECT. If project-specific coverage is used, these requirements shall be continued in effect for two years following final completion for the PROJECT.
- A. The above-listed insurance coverages shall be maintained in full force and effect for the entire term of the Agreement.
- B. The insurance certificate must provide the following:
- i. Name, address, signature and telephone number of authorized agents.
 - ii. Name and address of insured.
 - iii. Name of Insurance Company.
 - iv. Description of coverage in standard terminology.
 - v. Policy number, policy period and limits of liability.
 - vi. Name and address of DEPARTMENT as certificate holder.
 - vii. Thirty (30) day notice of cancellation.
 - viii. Details of any special policy exclusions.

- C. Waiver of Subrogation: There is no waiver of subrogation rights by either party with respect to insurance.
- D. If and to the extent such damage or loss (including costs and expenses) as covered by this indemnification set forth herein is paid by the State Tort Claims Trust Fund, the State Authority Liability Trust Fund, the State Employee Broad Form Liability Fund, the State Insurance and Hazard Reserve Fund, and other self-insured funds established and maintained by the State of Georgia Department of Administrative Services Risk Management Division or any successor agency (all such funds hereinafter collectively referred to as the “Funds”), in satisfaction of any liability, whether established by judgment or settlement, the DESIGNATED AGENCY and its consultant/contractor agrees to reimburse the Funds for such monies paid out by the Funds.

IN WITNESS WHEREOF, said parties have hereunto set their hands and affixed their seals the day and year above first written.

**GEORGIA DEPARTMENT OF
TRANSPORTATION**

**Columbus Consolidated Government as
Designated Metropolitan Planning
Organization Responsible for the
Columbus-Phenix City**

Commissioner

Executive Director

ATTEST:

IN THE PRESENCE OF:

Treasurer

Witness

Signed, Sealed and Delivered

This ____ day of _____,
in the presence of:

NOTARY PUBLIC

I attest that the corporate seal attached to this Document is in fact the seal of the Corporation executing this Document does in fact occupy the official position indicated and is duly authorized to execute such document on behalf of this Corporation.

ATTEST:

Federal Employee Tax No.

**EXHIBIT A
CERTIFICATION OF DESIGNATED AGENCY**

I hereby certify that I am the _____ and duly authorized representative of the Columbus Consolidated Government as Designated Metropolitan Planning Organization Responsible for the Columbus-Phenix City, whose address **P.O. Box 1340, Columbus Georgia, 31902 -1340**, and that neither I nor the entity I here represent has:

- (a) Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above commission to solicit or secure the Agreement.
- (b) Agreed, as an express or implied condition for obtaining this Agreement, to employ or retain the services of any firm or person in connection with carrying out the Agreement, or
- (c) paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above commission) any fee, contribution, donation, or consideration of any kind, or in connection with, procuring or carrying out the Agreement; except as here expressly stated (if any):

I acknowledge that this certificate is to be furnished to the Georgia Department of Transportation and the Federal Highway Administration, U.S. Department of Transportation, in connection with the Agreement involving participation of Federal-Aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

(Date)

Signature of Authorized Representative

Type or Print Name

**EXHIBIT B
CERTIFICATION OF DEPARTMENT OF TRANSPORTATION
STATE OF GEORGIA**

I hereby certify that I am the COMMISSIONER of the Department of Transportation of the State of Georgia, and that the above Columbus Consolidated Government as Designated Metropolitan Planning Organization Responsible for the Columbus-Phenix City **in Exhibit A**, or its representative has not been required, directly, or indirectly, as an express or implied condition in connection with obtaining or carrying out this Agreement to:

- (a) Employ or retain, or agree to employ or retain, any firm or person, or
- (b) pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as here expressly stated (if any):

I acknowledge that this certificate is to be furnished the Federal Highway Administration, U. S. Department of Transportation, in connection with this Agreement involving participation of Federal-Aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

(Date)

Commissioner

EXHIBIT C
Federal Award Identification
Required Elements

Federal Award Identification:

1. Sub-recipient Name: COLUMBUS CONSOLIDATED GOVERNMENT AS DESIGNATED METROPOLITAN PLANNING ORGANIZATION RESPONSIBLE FOR THE COLUMBUS-PHENIX CITY MPO
2. Sub-recipient's DUNS Number (Data Universal Numbering System, required under 2 CFR § 200.32):
3. Federal Award Identification Number: 0020230
4. Federal Award Date (2 CFR 200.39, date when the federal award is signed by the federal awarding agency): 06/27/2024
5. Sub-award Period of Performance start and end date: 07/01/2024 to 06/30/2025
6. Amount of federal funds obligated by this action: **\$ 339,149.21**
7. Total amount of the federal funds obligated to sub-recipient: **\$ 339,149.21**
8. Total Amount of the federal award: **\$ 339,149.21**
9. Federal Award Project Description (as required under the Federal Funding Accountability and Transparency Act): METROPOLITAN TRANSPORTATION PLANNING SERVICES CONTACT for Columbus-Phenix City Metropolitan Planning Organization – **FY 25**
10. Name of Federal Awarding Agency: Federal Highway Administration, Pass through entity: Georgia Department of Transportation's Office of Planning, contact information for the awarding official: FHWA Georgia Division, 61 Forsyth Street, Suite 17T100., Atlanta, GA 30303
11. CFDA Number and Name: 20.205
12. Is this a Research and Development Project? No
13. Indirect cost rate if used (2C.F.R. § 200.414): 4.68%

EXHIBIT D

Work Program,

Fiscal Year 2025

Columbus-Phenix City
Unified Planning Work Program
FY 2025



Prepared By
The Columbus – Phenix City Metropolitan Planning Organization
In Cooperation With
Federal Highway Administration
Federal Transit Administration
Georgia Department of Transportation
Alabama Department of Transportation

The contents of this document do not necessarily reflect the official views or policy of the U.S. Department of Transportation

**COLUMBUS-PHENIX CITY
METROPOLITAN PLANNING ORGANIZATION (MPO)**

**FY 2025
UNIFIED PLANNING WORK PROGRAM**

View this document at <http://www.columbusga.org/Planning>

For Information regarding this document, please contact
Michael Mixen, Transportation Planner
Columbus-Phenix City Transportation Study
420 10th Street, 2nd Floor
P.O. Box 1340
Columbus, Georgia 31902
Telephone: 706-225-3938
Email: borkat.bailey@columbusga.org

Date adopted: June 25, 2024

The FY 2025 Unified Planning Work Program (UPWP) was prepared as a cooperative effort of the U.S. Department of Transportation, Federal Highway Administration, Federal Transit Administration, the Alabama Department of Transportation, the Georgia Department of Transportation, and local participating governments, in partial fulfillment of requirements in Title 23 USC 134 and 135, amended by the Infrastructure, Investment & Jobs Act Sections 1201 and 1202, December 2015. The contents of this document do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

The Columbus-Phenix City MPO complies with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), which states that “no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected VI, there are other Nondiscrimination statutes that afford legal protection. These statutes include the following: Section 162 (a) of the Federal-Aid Highway Act of 1973 (23 USC 324) (sex), Age Discrimination Act of 1975 (age), and Section 504 of the Rehabilitation Act of 1973/Americans with Disabilities Act of 1990 (disability).

**RESOLUTION
COLUMBUS-PHENIX CITY TRANSPORTATION STUDY
POLICY COMMITTEE**

FISCAL YEAR 2025 UNIFIED PLANNING WORK PROGRAM

WHEREAS the Columbus-Phenix City Metropolitan Planning Organization (MPO) has been designated by the Governors of the States of Alabama and Georgia as the recipient of Columbus-Phenix City Urbanized Area (UZA) and Metropolitan Planning Area (MPA) funds, and who is responsible, together with the States of Alabama and Georgia, for implementing the applicable provisions of 23 USC 134 and 135 (amended by the Infrastructure Investment & Jobs Act – IIJA), Sections 1201 and 1202, November 2021); 42 USC 2000d-1, 7401; 23 CFR 450 and 500; 40 CFR Parts 51, and 93; and

WHEREAS the U.S. Department of Transportation requires all urbanized areas, as established by the U.S. Bureau of the Census, doing area-wide urban transportation planning, to submit a Unified Planning Work Program (UPWP) as a condition for meeting the provisions by Title 23 USC 134 and the relevant citations above, and that the draft UPWP will be subject to UZA and MPA boundary changes required by the U.S. 2020 Census: and

WHEREAS the UPWP is consistent with all plans, goals, and objectives of the MPO, and reflects changes in program emphasis and funding availability; and

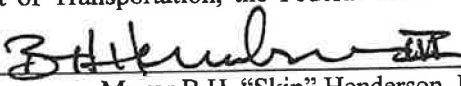
WHEREAS the MPO has made efforts (as required by Federal Transit Administration) to obtain the participation of private transit operators in the development and implementation of transit-related projects in the UPWP; and

WHEREAS a UPWP that is developed with funds provided by 23 USC 134 must be consistent with all applicable provisions of 23 CFR 450.104 and 308; and

WHEREAS the Columbus Department of Planning, the Georgia Department of Transportation, and the Alabama Department of Transportation have reviewed the organization and activities of the planning process and found them to be in conformance with the requirements of the laws and regulations; now

THEREFORE, BE IT RESOLVED that the Columbus-Phenix City Transportation Study (C-PCTS) Policy Committee endorses the Unified Planning Work Program (UPWP) for Fiscal Year 2025; and

BE IT FURTHER RESOLVED that the C-PCTS Policy Committee finds that the requirements of Title 23 USC 134 and 23 CFR 450 regarding urban transportation planning have been met and authorizes its chairman to execute a joint certification of this fact with the Georgia Department of Transportation, the Alabama Department of Transportation, the Federal Transit Administration, and the Federal Highway Administration.



Mayor B.H. "Skip" Henderson, III, Chairman
Policy Committee

June 25, 2024
Date

Attest



Will Johnson, MPO/Planning Director

METROPOLITAN PLANNING ORGANIZATION COMMITTEES

POLICY COMMITTEE

VOTING: Mayor B.H. “Skip” Henderson, III, Columbus – Chair
 Mayor Eddie Lowe, Phenix City – Vice-Chair
 Charles Coffey, Chairman, Cusseta-Chattahoochee (Georgia) Commission
 Mayor Richard Cooley, Smiths Station, Alabama
 Rod Costello, Chairman, Russell County (Alabama) Commission
 Bill English, Chairman, Lee County (Alabama) Commission
 Rosa Evans, Director of METRA, Columbus
 Steve Graben, Southeast Regional Engineer, Alabama DOT
 Will Johnson, Director of Planning/MPO
 Cathy Williams, Georgia State Transportation Board
 Jannine Miller, Director of Planning, Georgia DOT
 Lisa Sandt, Lee Russell County of Governments, PEX

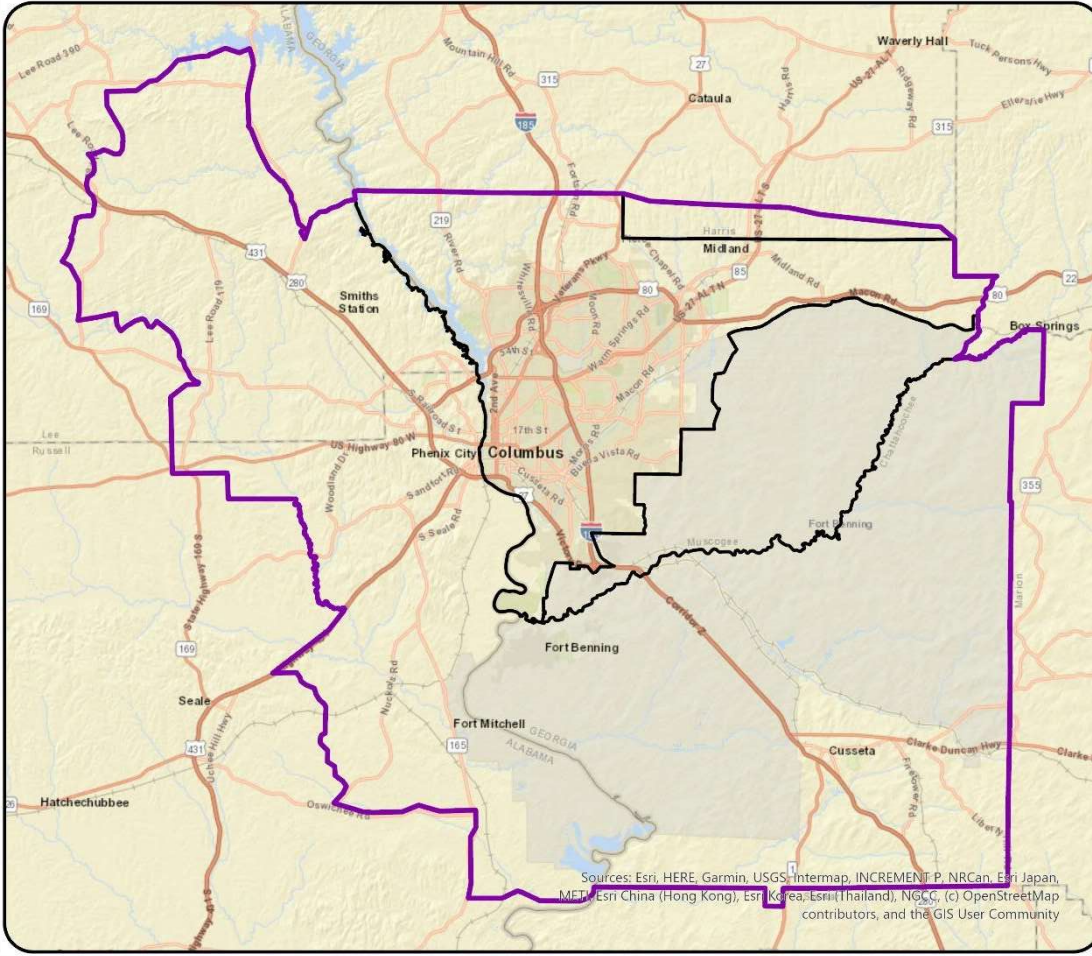
ADVISORY: Mark D. Bartlett, PE, Division Administrator, FHWA, Alabama
 Bradley B. Lindsey, PE, State Local Transportation Engineer – Alabama DOT
 Sabrina David, PE, Division Administrator, FHWA, Georgia
 Tyler Peak, PE, District Engineer, Georgia DOT

TECHNICAL COORDINATING COMMITTEE

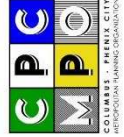
VOTING: Will Johnson, Director of Planning, Columbus, Chair
 Vacant, Master Planner, Fort Moore
 Vance Beck, PE, Assistant Director of Engineering, Columbus
 Shawn Blakeney, PE, Russell County Engineer
 Cooper Calhoun, PE, Montgomery Area Traffic Engineer, Alabama DOT
 Amber Clark, Director, Columbus Airport
 Dylan Evans, Transportation Planning Specialist, Georgia DOT
 Felton Grant, Transportation Planning ROW Coordinator, Columbus
 Tiffany Grier, METRA, Columbus
 Justin Hardee, PE, Lee County Engineer
 Pam Hodge, Deputy City Manager, Columbus
 Wallace Hunter, City Manager, Phenix City
 Matt Leverette, PE, Division Pre-Construction Engineer, Alabama DOT
 Jim Livingston, Executive Director, River Valley Regional Commission
 Angel Moore, City Engineer, Phenix City
 Adam Smith, Pre-Construction Engineer, Georgia DOT
 Andrew Swicegood, City Engineer, Smiths Station
 Thomas Weaver, County Manager, Chattahoochee County

ADVISORY: Larry Alexander, Federal Highway Administration, Alabama
Carol Comer, Multi-Modal Planning Division, Georgia DOT
Anne Marie Day, Planning Team Leader, FHWA, Georgia
Robert B. Dees, PE, Planning Engineer, Local Transportation Bureau, ALDOT
Josh Kervin, PE, Southeast Region Pre-Construction Engineer, ALDOT
Olivia Lewis, Federal Highway Administration, Georgia
Harland Smith, District Planning & Programming Coordinator, GDOT
Brandon Oliver, Federal Transit Administration, Georgia
Tim Toomy, PE, Area Engineering, GDOT
Courtney Roberts, Community Planner, FTA Alabama
Daniel Wyatt, Fort Moore
Shontrill Lowe, Federal Highway Administration, Alabama
Aviance Webb, FTA Planner, Georgia
Yvette Taylor, PHD, FTA Region 4 Administrator, Alabama

Columbus - Phenix City Metropolitan Planning Organization



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Ireland), NGCC, (c) OpenStreetMap contributors, and the GIS User Community



This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.



INTRODUCTION

A. OVERVIEW OF THE TRANSPORTATION PLANNING PROCESS

As the Metropolitan Planning Organization (MPO) for the Columbus-Phenix City Metropolitan Area, Columbus-Phenix City Transportation Study (C-PCTS) is the lead agency responsible for administering and coordinating the activities of participants carrying out the required tasks of the transportation planning process. Participants in the transportation planning process include the C-PCTS, the Policy Coordinating Committee (PCC), the Technical Coordinating Committee (TCC), public transit operators including METRA and PEX, counties, local officials, private citizens, and the U.S. Department of Transportation (U.S.DOT).

B. PUBLIC INVOLVEMENT

In the Infrastructure, Investment, and Jobs Act, the metropolitan and statewide transportation planning processes are continued and enhanced to incorporate performance goals, measures, and targets into the process of identifying needed transportation improvements and project selection. Public involvement remains a hallmark of the planning process. Transportation planning must also comply with the Americans with Disabilities Act (ADA). MPO Staff along with Columbus' Engineering Department will update the ADA Transition Plan as needed. To provide a framework through which the citizens of the community can participate in an advisory capacity in the planning and programming of transportation, citizen participation is required.

"As recipients of Section 5307, the public involvement requirements for METRA and PEX are met through the MPO's Public Involvement Process"

The MPO will be cognizant of the needs of the public outreach by following these guidelines:

- There will be a 30-day comment period before planning documents are adopted.
- There will be a one-week notice given before public meetings to approve the Transportation Plan and the Transportation Improvement Program (TIP) using the Local Government television channel, local newspaper ads, advertising, mailings and posted signs.
- A comprehensive public involvement document will be produced, which will be available to the public along with all planning documents.
- Public involvement will be reviewed using various statistical evaluations.

C. METROPOLITAN PLANNING PROCESS

In 1964, the State Governors of Georgia and Alabama appointed the Columbus Department of Planning as the Metropolitan Planning Organization (MPO) for the Columbus-Phenix City Metropolitan Area. The Columbus-Phenix City MPO is a Transportation Management Area (TMA) with a population of greater than 200,000 based on Census Information. Map 1 identifies the urban area served by the MPO.

The Transportation Planning Division, which is located within the Department of Planning, serves as the planning and technical staff for the MPO. The MPO carries out its work activities by utilizing two committees: the Technical Coordinating Committee (TCC), and the Policy Coordinating Committee (PCC). All transportation-planning activities identified in the UPWP address concerns and comments received from committee representatives during the document development and review process to ensure that transportation planning accomplishes the goals and objectives established for the area.

The Alabama Highway Department was re-designated as the Alabama Department of Transportation (ALDOT) in 1993 to provide a balanced and coordinated multi-modal transportation program and system for the state. ALDOT is responsible for the development of the state transportation plan, and coordinates statewide rail, waterway, highway, bikeway, and transit planning activities.

The Georgia Department of Transportation (GDOT) was formed by legislature in 1973 to serve all of the citizens of Georgia through the efficient design, construction and maintenance of the state's transportation system. GDOT is organized into nine divisions: Administration, Local Grants, Engineering, Intermodal, Construction, Permits & Operations, P3/Program Delivery, Finance, and Planning.

D. COMMITTEE POLICIES

The Policy Committee is at the top of the organization, provides policy guidelines, and approves the work of the other committees. The Technical Coordinating Committee provides technical support and guidelines.

The Transportation Planning Division is the staff to the MPO committees. This Division collects information, analyzes it, and presents it to all the committees. Outlined below are the functions of each committee.

The **Policy Coordinating Committee (PCC)** performs the following duties for transportation planning.

1. Formulates goals and objectives for transportation planning in the Columbus-Phenix City urbanized area.
2. Provides governmental support to planning programs and assures cooperation between different offices.
3. Reviews, amends, and adopts transportation plans and programs.
4. Evaluates progress towards implementation of projects and, if needed, reschedules priorities.
5. Approves the Unified Planning Work Program.

The **Technical Coordinating Committee (TCC)** is a committee of public and private sector transportation specialists. This committee deals with the technical activities necessary in the transportation planning process.

1. Collects, maintains, and analyzes data for transportation planning.
2. Prepares transportation plan and advises the Policy Committee on changes in the plan and programs.
3. Evaluates transportation system improvements and recommends changes to decision makers in the government.
4. Prepares the Unified Planning Work Program and the Transportation Improvement Program with the MPO staff.

E. ENVIRONMENTAL JUSTICE

Recent federal guidelines on environmental justice have focused attention on the need to incorporate environmental justice principals into transportation planning processes and products. In 1994, *Executive Order 12898: Federal Actions to Address Environmental Justice (EJ) in Minority Populations and Low-Income Populations* recognized that the impacts of federal programs and activities may raise questions of fairness to affected groups. The Executive Order requires any agency receiving federal funding to:

“conduct its programs, policies, and activities that substantially affect human health or the environment, in a manner that ensures that such programs, policies, and activities do not have the effect of excluding persons (including populations) from participation in, denying persons (including populations) the benefits of, or subjecting persons (including populations) to discrimination under such programs, policies, and activities, because of their race, color, or national origin.”

The Executive Order supports a longstanding policy to actively ensure nondiscrimination and avoid negative environmental impacts in federally funded activities. Title VI of the Civil Rights Act of 1964 prohibits discriminatory practices in programs receiving federal funds. The National Environmental Policy Act (NEPA) requires the disclosure of the environmental effects of proposed federal actions that significantly affect the quality of human health. The 1994 Executive Order on Environmental Justice reinforces and focuses these two laws by requiring the disclosure of the environmental benefits and burdens of federal actions on those groups protected under Title VI. In 1997, the U. S. Department of Transportation issued its *DOT Order to Address Environmental Justice in Minority Populations and Low-Income Populations* to summarize and expand upon the requirements of the Executive Order.

According to the federal guidance, the groups that must be addressed as part of the environmental justice include African Americans, Hispanics, Asian Americans, Native American Indians, and persons whose household income is at or below the U.S. poverty guidelines. The Infrastructure, Investment, and Jobs Act (IIJA) transportation bill also requires that statewide planning processes be consistent with Title VI.

Executive Order 12898, Sec. 2-2

The Columbus-Phenix City MPO will comply with all requirements of Title VI programs, processes, and procedures.

The MPO completed the Title VI Plan in 2020 and the document will be updated as needed.
www.columbusga.gov/Planning/pdfs/TitleVI.pdf

The City of Columbus completed a Title VI Plan for the City in January 2022.

METRA updated the Title VI Plan in 2022: www.columbusga.gov/pdfs/FTA-TitleVI.pdf

INFRASTRUCTURE INVESTMENT AND JOBS ACT (IIJA Act)

On November 15, 2021, President Joe Biden signed the Infrastructure Investment and Jobs Act, or “IIJA” into law, the largest federal investment bill in United States history. The \$1.2 trillion package includes a five-year allocation of \$440 billion in federal investments in American’s infrastructure to upgrade highways and major roads, bridges, airports, ports, and water systems. Additional investments cover expansions and improvements to the nation’s broadband access, public transportation systems, and energy grid infrastructure. Almost 80% of the \$550 billion in new spending will go to projects funded entirely or primarily by grants. Program feasibility guidelines will extend funding accessibility for all states, regions, and localities. The Infrastructure Bill is classified into 12 programs to summarize the core objectives while highlighting the primary funding agencies and provide a representative sample of affected programs within each program’s category. The IIJA Act transportation programs are outlined below:

ROADS, BRIDGES, & MAJOR PROJECTS - \$110 Billion:

- Reauthorize surface transportation programs.
- Invest in additional funding to repair roads and bridges and support major transformational projects.

PUBLIC TRANSPORTATION - \$39 Billion

- Repair public transit infrastructure (i.e., buses, railcars, stations and track, signals, and power systems)
- Replace deficient transit vehicles, including buses with clean, zero-emission vehicles.
- Invest in modernizing transit to reduce greenhouse emissions.

PASSENGER & FREIGHT RAIL - \$66 Billion

- Eliminate Amtrak maintenance.
- Modernize the Northeast Corridor
- Bring reliable rail service to areas outside the northeast and mid-Atlantic.

AIRPORTS - \$25 Billion

- Repair airports and reduce maintenance backlogs.
- Reduce congestion and emissions near airports and drive electrification and other low carbon technologies.

PORTS AND WATERWAYS - \$16 Billion

- Upgrade port infrastructure and waterways
- Reduce congestion and emissions near ports and waterways and drive electrification and other low carbon technologies.

ELECTRIC VEHICLES, BUSES, AND FERRIES - \$15 Billion

- Build and expand a national network of EV chargers.
- Provide funding for deploying chargers along highway corridors.
- Reduce emissions and improve air quality.

SAFETY - \$11 Billion

- Invest in the safety of transit system, including highways, pedestrians, vehicles, and trucks.
- Enhance crash avoidance and drunk driving prevention technologies.

Planning Factors

The MPO develops the UPWP to provide comprehensive, cooperative, and continuing transportation planning (known as the “3-C Process”) for the Columbus-Phenix City area. The IJA requires that the metropolitan planning process consider and analyze the following ten factors for each planning activity. *The ten planning activity factors with C-PCTS’s associated goals and objectives are shown below and are integrated into the UPWP task elements.*

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency while promoting consistency among transportation improvements and state and local planning growth and economic development patterns.

Goal: A globally competitive, diversified economy that protects and enhances our natural environment:

Metrics:

- Number of demolished structures during construction of transportation projects. *TIA Project – Cusseta Road / Old Cusseta Road (10 Structures) and Buena Vista DDI (16 Structures)*
 - Acres of agricultural land or vacant properties converted to another use. *285.616 acres of vacant properties that were converted to another use.*
 - Number of rezoning cases that negatively affect the transportation network. *Staff completed thirty (30) traffic analyses for the rezoning cases with one (1) case that will affect the transportation network.*
 - Objective 1: Emphasize public/private partnership resulting in increased regional investment.
 - Objective 2: Accentuate the utilization and expansion of our existing transportation and infrastructure advantages.
 - Objective 3: Promote growth that protects and enhances the environment.
2. Increase the safety of the transportation system for motorized and non-motorized users. On October 17, 2023, the Columbus-Phenix City Transportation Study (C-PCTS) MPO Policy Committee adopted the Georgia Department of Transportation (GDOT) Safety Performance Management Targets for 2024. On October 17, 2023, the Columbus-Phenix City Transportation Study (C-PCTS) MPO Policy Committee adopted the Alabama Department of Transportation (ALDOT) Safety Performance management Targets for 2024. The Safety Targets are adopted on a yearly basis.

Goal: A safe transportation system:

Metrics:

- Number of automobile collisions per year - *(January 1, 2023 to December 31, 2023 Georgia) – 11,505 with 26 fatalities. Data received from GEARS, Columbus Police Department.*
- Number of bike fatalities per year – *(2023 Georgia) – 16 bicycle crashes with zero (0) fatalities. Data received from GEARS & the Columbus Police Department.*
- Number of pedestrian fatalities per year. *January 1, 2023 to December 31, 2023 (Georgia) – 6 fatalities. Data received from GEARS & the Columbus Police Department. There is no data available for Harris County as they have a disclaimer on their website: “Please note that the 2020 Data is incomplete for some agencies and therefore is not recommended to be including for crash analysis”.*
 - Objective 1: Locate the top five (5) most dangerous intersections. *MPO Staff continues to work with the Law Enforcement Offices and the Engineering Departments of the counties/cities within the MPO region to locate the top five*

most dangerous intersections. Funding to improve these intersections can be MPO or local funds.

- Objective 2: Continue to educate drivers and bicyclists-pedestrians about safely sharing the road.
- Objective 3: *MPO Staff will work with the Transit agencies on incorporating incident data for Safety Planning*

3. Increase the security of the transportation system for motorized and non-motorized users.

Goal: A secure transportation system:

Metrics:

- Improve the safety of transit facilities including stops and vehicles. *METRA currently has cameras on all buses and is currently discussing ways to improve security on the bus stops. METRA will utilize FTA 5307 funding to add amenities along METRA's 10 fixed bus routes and the dial-a-ride routes. These amenities will include new benches, shelters, concrete slabs under shelters, and trash receptacles. Future improvements will include lightening installed around the bus stops/shelters.*
 - Support the development of regional preparedness and evacuation planning.
4. Increase the accessibility and mobility of people and for freight. *MPO is utilizing GAMPO PL Funds to develop the 2050 MTP with a Freight Plan component and the 2023 Congestion Management Process (CMP). Both of these documents are under development.*

Goal: An accessible transportation system:

Metrics:

- Dial-A-Ride ridership per year. *METRA transports 667,340 riders annually (about 2,600 per day) for the dial-a-ride and fixed routes. (Ridership is measured by FTA in Unlinked Passenger Trips (UPTs). Every time someone gets on a bus to go somewhere they are counted. One (1) person may be counted multiple times if they have more than one trip. It determines the frequency of usage as opposed to the number of customers using transit).*
- Average Truck Speed on the National Highway System.
 - Objective 1: Strive to integrate local, regional, and national transportation systems to facilitate movement of people and freight between modes. *A Freight Plan is included in the development of the 2050 MTP and the development of the Congestion Management Process will be completed during calendar year 2024.*
 - Objective 2: Support Freight facilities connecting the region to national and global markets. *The development of a Freight Plan is underway and will be completed during calendar year 2024.*
 - Objective 3: Enhance connectivity between housing, jobs, services, and educational facilities.
 - Objective 4: Continue to improve system accessibility for people with special transportation needs, including persons with disabilities, the elderly, and the young and low-income populations. Increase ADA compliance with intersection improvements. *MPO Staff continues to work with the Cities of Columbus (Georgia) and Phenix City (Alabama) on implementing projects identified in the ADA Compliance Documents for each city.*
 - Objective 5: Encourage land use policy that supports access for disabled persons, efficient mass transit, and non-motorized travel.
 - Objective 6: Number of projects that comply with Complete Streets. (A complete street is a safe, accessible, and convenient street for all users regardless of transportation mode, age, or physical ability. Complete streets adequately provide for bicyclists, pedestrians, transit riders, and motorists. Complete streets promote

healthy communities and reductions in traffic congestion by offering viable alternatives to driving). *The Complete Streets Policy will be included in all transportation projects. We currently have seven (7) projects that are either under design or under construction.*

5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and Local planned growth and economic development patterns.

Goal: A sustainable transportation system:

Metrics:

- Percentage of workers commuting by bus
 - Percentage of workers commuting by bicycle
 - Percentage of workers commuting by walking
 - Objective 1: Continue to collect data on bicyclists using mobile app and compiling data into annual report. *MPO Staff will utilize the Safety Targets to educate commuters on safety measures. MPO Staff will continue to attend Bicycle / Pedestrian related meetings.*
 - Objective 2: Create inventory of bike lane mileages and types as a shape file. *Please click on this link for updated bike lanes / multi-use trails. <http://arcgis/115XvW>*
 - Objective 3: Update inventory of sidewalk mileage and type as shape file. *The MPO included a Multi-Use Trail/Sidewalk Study in the 2024-2027 TIP.*
 - Objective 4: Continue to add bicycle-pedestrian infrastructure to the network. *MPO Staff is working with the Dragonfly Organization to add bicycle-pedestrian infrastructure throughout the MPO urbanized boundaries. Dragonfly applied on behalf of the City of Columbus to utilize Y230 funds for a trail that will expand from Muscogee County into the portion of Harris County that is within our boundaries. The 2024-2027 TIP and the 2045 MTP was amended on May 21, 2024, to include this project.*
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.

Goal: An integrated transportation system:

Metrics:

- Survey count of Park and Ride users. *MPO Staff continues to work with the transit agencies to promote the use of Park and Ride locations. METRA recently completed the construction of a Park & Ride next to their transfer station.*
- Percentage of workers commuting by bus.
- Percentage of workers commuting from other counties.
 - Objective 1: Reduce congestion on major freight and passenger routes. *MPO Staff are in the process of conducting a freight study along with the 2050 MTP and the 2024 CMP. MPO staff continues working with the cities/counties within the MPO boundaries to address congestion on our major corridors and local streets.*
 - Objective 2: Improve the internal connectivity of the transportation network.
 - Objective 3: Increase access, expansion and improve the reliability of public mass transit.

7. Promote efficient system management and operation.

Goal: An efficient transportation system:

Metrics:

- Level of Travel Time Reliability (LTTR)
- Peak Hour Travel Time Ratio (PHTR)
- Truck Travel Time Reliability (TTTR)
 - Objective 1: *On May 16, 2023, the Columbus-Phenix City Transportation Study (C-PCTS) MPO Policy Committee adopted the Georgia Department of Transportation (GDOT) Travel Time Targets and the Alabama Department of Transportation's Travel Time Targets*

8. Emphasize the preservation of the existing transportation system.

Goal: Maximize transportation system:

Metrics:

- Number of rezoning cases (changes in land use) that do not have a negative impact on the transportation system. *Staff completed thirty (30) traffic analyses for the rezoning cases with one (1) case that effect the transportation network.*
- Number of completed projects that increase capacity without widening the road.
 - Objective 1: Promote projects that increase capacity and safety without widening the road. *The Buena Vista Road Diverging Diamond Interchange (TIA) project will increase capacity and safety without widening the roadway / bridge and it is under construction. The Bradley Park Drive and J.R. Allen / US 80 diverging diamond interchange is currently under construction.*
 - Objective 2: Promote multi-modal transportation that diverts travel demand off single occupancy automobile trips.

9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of the surface transportation.

Metrics:

- Gallons of storm water diverted off roadways and land use changes.
 - Staff will assist the firms contracted to design projects on reducing storm water impacts for all road projects. Creating watersheds, detention ponds, etc., can control storm water. *Staff continue to work with the engineering firm (Heath-Linebeck) on the design for the Infantry Road / Follow Me Trail Extension and the Military Drive on watersheds located along the new roads.*

10. Enhance travel and tourism.

Metrics:

- Number of visitors to Columbus and surrounding counties/cities.
 - Objective 1: Encourage the use of the Fall Line Trace. *The MPO Staff is working with the City of Columbus and the Dragonfly Organization on extending the Fall Line Trace trail to our MPO boundaries (Muscogee / Harris County).*
 - Objective 4: Congestion Mitigation during events.
 - Objective 5: Identify funds for the Environmental Impact Study for the High-Speed Rail Project.
 - Objective 6: *Completion of Mott's Green Plaza – The construction on this project is underway.*
 - Objective 7: *Completion of the Dragonfly Trails – The TAP project – Multiuse trail along Cherokee Avenue is under design. The City of Columbus / Dragonfly Organization submitted a Y230 call for projects application in February of 2024 to extend the Fall Line Trace from Psalmond Road to the MPO boundaries in*

Harris County. The 2024-2027 TIP and the 2045 MTP was amended on May 21, 2024, to include this project.

The IIJA Act also requires federally funded transportation projects to support national goals for the nation's transportation system by focusing on projects that:

- Achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- Maintain the “highway infrastructure asset system” in a state of good repair.
- Achieve a significant reduction in congestion on the National Highway System.
- Improve the efficiency of the surface transportation network.
- Improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- Enhance the performance of the transportation system while protecting and enhancing the natural environment.
- Reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices (23 U.S. Code § 150).

PLANNING FACTORS MATRIX

METROPOLITAN PLANNING FACTORS TO BE CONSIDERED IN THE 2025 UPWP

TASK	WORK ELEMENT	METROPOLITAN PLANNING FACTORS																		
		1	2	3	4	5	6	7	8	9	10									
1.0	PROGRAM SUPPORT AND ADMINISTRATION																			
1.1	Program Coordination																			
1.2	Operations and Administration																			
1.3	Employee Training and Development							X	X	X										
1.4	Equipment and Supplies																			
1.5	Contracts/Grants																			
1.6	Unified Planning Work Program	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.0	PUBLIC INVOLVEMENT																			
2.1	Community Outreach/Education	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.2	Environmental Justice/Title VI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2.3	Participation Plan	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3.0	DATA COLLECTION																			
3.1	Socio-Economic Data	X			X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3.2	Land Use Monitoring	X					X	X	X	X	X	X	X	X	X	X	X	X	X	X
3.3	Air Quality Management								X											
3.4	Transportation Surveys, Models, and Analysis	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3.5	System Monitoring		X					X	X	X	X	X	X	X	X	X	X	X	X	X
4.0	SYSTEM PLANNING																			
4.1	Congestion Management		X				X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.2	Transit/Paratransit																			
4.3	Intermodal Planning																			
4.4	Air Quality Planning																			
4.5	Bike/Ped	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.6	Model Development and Applications																			
4.7	GIS Development and Applications	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.8	Highway Planning																			
4.9	ITS		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.10	Freight Planning								X											
4.11	Long Range Plan	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.12	Transportation Improvement Program	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.13	Special Studies	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

Planning Emphasis Areas – FHWA

The Federal Highway Administration and Federal Transit Administration has encouraged the inclusion of the three Planning Emphasis Areas (PEAs) in the UPWP as these are considered U.S. DOT Secretarial priorities and avenues for continuous improvement for Metropolitan Transportation Planning.

With continued focus on transportation planning the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) Offices of Planning have jointly issued updated Planning Emphasis Areas (PEAs) to include eight new PEAs.

The Columbus-Phenix City MPO is making it a priority to focus on connectivity and the need for a truly multimodal system. The MPO Staff is working with local groups on new multi-use trails that are being constructed in Columbus.

The performance measures align with the FAST Act goal areas and evaluate projects by purpose and scale. The Columbus-Phenix City MPO is currently establishing additional performance targets and will work with ALDOT, GDOT and FHWA (Georgia & Alabama).

1. Performance Based Planning and Programming: The development and implementation of a performance management approach to transportation planning and programming that supports the achievement of the performance outcomes of the transportation system.

Performance measures and indicators will be developed and tracked as the plans are updated.

- *On October 17, 2023, Columbus-Phenix City MPO adopted the ALDOT and GDOT Safety Performance management targets. The Safety Targets are adopted on a yearly basis.*
- *On May 16, 2023, the MPO Policy Committee adopted GDOT's and ALDOT's Bridge and Pavement Targets. New targets are expected to be adopted in January of 2023.*
- *On May 16, 2023, the MPO Policy Committee adopted GDOT's and ALDOT's Travel Time Performance Targets.*

a. Land Use and Preservation:

- The City of Columbus adopted the complete streets criteria. MPO staff will collaborate with the city to ensure compliance.
- Acres of agricultural land or vacant property converted to another use. *There were thirty rezoning cases with 285.616 acres of agricultural land and vacant property converted to another use.*
- MPO staff is currently tracking the number of converted properties that negatively affect the transportation network. *Staff have completed thirty (30) traffic analysis for the rezoning cases with one (1) case that will affect the transportation network.*
- Vacant or blighted buildings demolished due to MPO projects. MPO staff is currently tracking the number of demolishing due to MPO or City projects. *The Buena Vista Road DDI (16 demolished properties) and Cusseta / Old Cusseta Road Interchange (10 demolished properties). Both projects are TIA funded locally.*

b. Pedestrian and Bicycle System:

- Number of pedestrian/bicycle improvement projects completed (safe street crossings, pedestrian signals). *There are three (2 in Columbus and 1 in Phenix City) City / MPO projects that will improve pedestrian/bicycle facilities and are currently under design.*

- Linkages to existing or planned public transit nodes. Number of projects that incorporate existing bus stops as a component of the design. *The MPO will incorporate bus stops into all transportation improvement projects during the design phase.*
- Miles of on street bike lanes created (tracked by GIS Division for the City of Columbus). *Currently the City of Columbus has a little over six (6) miles of street bike lanes.*
- Miles of sidewalks created (currently tracked by GIS Division). *The MPO Staff added a sidewalk/multiuse path study in the 2024-2027 TIP to see where sidewalks/paths exist or those that need to be repaired. This study will also inform staff where sidewalks need to be added.*
- Percentage of workers commuting by bike (Data Source: American Community Survey).
- Percentage of workers commuting by walking (Data Source: American Community Survey).

c. Road Safety: *MPO Staff will utilize GEARS on determining where to improve and / or add road / pedestrian / bicycle facilities.*

- Traffic crash data to include number of injuries, fatalities.
- Intersection improvements based on crash data.
- Number of bike fatalities per year.
- Number of pedestrian fatalities per year.

Data to be collected from Georgia Electronic Accident Reporting System (GEARS) and the Critical Analysis Reporting Environment (CARE).

2. Models of Regional Planning Cooperation: Promote cooperation and coordination across MPO Boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning.
 - Define which seats/members cooperating agencies and subcommittees must fill. The subcommittees must constitute representatives within the MPO boundaries and shall be key stakeholders from each region.
 - To ensure regional access, MPO committee meetings to be conducted at different locations within the MPO.
 - Identify funds for the Environmental Impact Study for the High-Speed Rail Project.
3. Access to Essential Services/Ladders of Opportunity: Access to essential services in which the transportation planning process identifies transportation connectivity gaps and solutions to address those gaps.
 - a. Sidewalks / Multi-Use Paths
 - Identify funds and locations to construct sidewalks that will connect neighborhoods and public places. Staff is working with local community groups on new sidewalks / multiuse paths. *Staff included a sidewalk/multiuse path study to determine where sidewalks are located and where they are needed or repaired.*
 - Implement projects identified in the Alternative Transportation Plan.

December 15, 2021 – FHWA advised MPO’s that there are eight (8) new PEA’s (see below). The MTP Development will focus on “equity, resiliency, climate change, complete streets, and freight”. C-PCTS will amend / update documents once more guidance is received from FHWA.

4. Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future: To ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change.
5. Equity and Justice in Transportation Planning: Ensure that public involvement in the planning process and that plans, and strategies reflect various perspectives, concerns, and priorities from impacted areas. Encourage the use of strategies that:
 - Improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities.
 - Plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management.
 - Reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors.
 - Offer reduced public transportation fares as appropriate
 - Target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services
 - Consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.
6. Complete Streets: FHWA and FTA assist Federal aid recipients to plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers for all ages and abilities, including those from marginalized communities facing historic disinvestment.
 - *The City of Columbus and the Columbus-Phenix City MPO implemented a Complete Streets Policy in 2018 and all transportation projects will include this policy.*
7. Public Involvement: Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. FHWA Division and FTA regional offices encourage MPOs, State DOTs, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices.
8. Strategic Highway Network (STRAHNET) / U.S. Department of Defense (DOD) Coordination: FHWA Division and FTA Regional offices encourage MPOs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities.
 - *A representative from Fort Benning, Georgia is an advisory member on the PCC and a voting member on the TCC.*

9. Federal Land Management Agency (FLMA) Coordination: FHWA Division and FTA regional offices encourage MPOs and State DOTs to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands.
10. Planning and Environment Linkages (PEL): FHWA Division and FTA regional offices encourage State DOTs, MPOs, and Public Transportation Agencies to implement PEL as part of the transportation planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process.
11. Data in Transportation Planning: FHWA Division and FTA regional offices should encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs.

23 CFR 450.104 Subpart A – Transportation Planning & Programming – Definition

Unified Planning Work Program (UPWP) means a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds.

23 CFR 450.308 Funding for Transportation Planning and Unified Planning Work Programs

- (a) Funding provided under 23 U.S.C. 104(f), 49 U.S.C. 5305(d), 49 U.S.C. 5307, and 49 U.S.C. 5339 are available to MPO's to accomplish activities in this subpart. At the State's option, funds provided under 23 U.S.C. 104(b)(1) and (b)(3) and 23 U.S.C. 105 may also be provided to MPO's for metropolitan transportation planning. In addition, an MPO serving an urbanized area with a population over 200,000, as designated by the Bureau of the Census, may at its discretion use funds sub-allocated under 23 U.S.C. 133(d)(3)(E) for metropolitan transportation planning activities.
- (b) Metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title U.S.C. Chapter 53 shall be documented in a Unified Planning Work Program (UPWP) or simplified statement of work in accordance with the provisions of this section and 23 CFR part 420.
- (c) Except as provided in paragraph (d) of this section, each MPO, in cooperation with the State(s) and public transportation operator(s), shall develop a UPWP that includes a discussion of the planning priorities facing the MPO. The UPWP shall identify work proposed for the next one or two-year period by major activity and task (including activities that address the planning factors in 450.306(a)), in sufficient detail to indicate who (e.g., MPO, State, public transportation operator, local government, or consultant) will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds.
- (d) With the prior approval of the State and the FHWA, and the FTA, an MPO in an area not designated as a TMA may prepare a simplified statement of work, in cooperation with the State(s) and the public transportation operator(s), in lieu of a UPWP. A simplified statement of work would include a description of the major activities to be performed during the next one or two-year period, who (e.g., State, MPO, public transportation operator, local government, or consultant) will perform the work, the resulting products, and a summary of the total amounts and sources of Federal and matching funds. If a simplified statement of work is used, it may be submitted as part of the State(s) planning work program, in accordance with 23 CFR part 420.
- (e) Arrangements may be made with the FHWA and the FTA to combine the UPWP or simplified statement of work with the work program(s) for other Federal planning funds.
- (f) Administrative requirements for UPWP's and simplified statements of work are contained in 23 CFR part 420 and FTA Circular C8100.1B (Program Guidance and Application Instructions for Metropolitan Planning Grants).

FISCAL YEAR 2025 UNIFIED PLANNING WORK PROGRAM

The Unified Planning Work Program (UPWP) is the document that describes urban transportation planning activities to be undertaken in FY 2025. The report also identifies the funding source, budget amount, and time frame for the various planning activities. The UPWP organizes the work elements into five sections, which are described below.

Administration

- 1.2 Operations and Administration
- 1.3 Training and Employee Education
- 1.6 Unified Planning Work Program (UPWP)
- 1.7 Quarterly and Annual Reports for PL Funds

Public Involvement

- 2.1 Community Outreach and Education
- 2.2 Environmental Justice/Title VI
- 2.3 Public Participation Plan

Data Collection

- 3.1 Socio-Economic Data
- 3.4 Transportation Analysis, Models, and Surveys

System Planning

- 4.1 Congestion Management Process
- 4.4 Air Quality Technical Studies
- 4.5 Bike / Pedestrian Planning
- 4.7 Geographic Information System Development
- 4.11 Metropolitan Transportation Plan
- 4.12 Transportation Improvement Program
- 4.13 Special Transportation Studies and Projects

Transit Service Planning Activities

- 5.1 Preparation and Administration of Transit Grants
- 5.2 Disadvantaged Business Enterprise (DBE) Program
- 5.3 Transit Planning and Management Information System (MIS)
- 5.4 Training and Transit Conferences
- 5.5 Phenix City Transit Planning (LRCOG)

Complete Streets (Y410)

- 6.1 Safe & Accessible Transportation Options

PL Funding Studies

2050 MTP with a Freight Plan Component and the 2023 CMP

1-0 ADMINISTRATION

TASK # 1.2**Sub-element: Operations and Administration****OBJECTIVE**

To administer and operate the MPO transportation planning process by properly coordinating MPO functions with the Georgia and Alabama Departments of Transportation, and with the cities/counties within the MPO Urbanized Boundaries.

PREVIOUS WORK

Staff attended and took notes for the following C-PCTS MPO meetings: The TCC met on January 12, March 17, May 11, August 10, September 14, and October 12, 2023, and January 16, 2024. The PCC met on January 17, March 21, May 16, August 15, September 19, October 17, 2023, and January 23, 2024. MPO Staff recorded the meetings and transcribed the minutes. MPO/TIA project invoices were paid and submitted for reimbursement from GDOT monthly. These invoices include PE, purchases for ROW, and Construction.

PROJECT DESCRIPTION

Provide staff support for all MPO meetings. This includes agendas, minutes, and mailings. MPO staff will monitor the TCC and PCC committee list/emails to make sure voting/non-voting members are current. MPO staff will review/pay invoices and send them to GDOT for reimbursement. These invoices include those projects that are funded with MPO funds and TSLOST funds. MPO Staff will attend monthly project meetings with the consultants/contractors assigned to the projects outlined in the TIP and to attend project status meetings for the projects that are funded with local funds. MPO staff will meet with our planning partners in Georgia to make sure they are LAP certified.

PRODUCT

Reports and documentation of meetings are available to GDOT and ALDOT if requested. MPO Staff will maintain all documents and website.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	-------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$100,163.66
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 25,040.90
TOTAL (Georgia)	\$125,204.56
FHWA (Alabama)	\$ 46,487.25
PHENIX CITY	\$ 11,622.46
TOTAL (Alabama)	\$ 58,109.71
TOTAL	\$183,314.27

TASK # 1.3**Sub-element: Training and Employee Education****OBJECTIVE**

The purpose of this task is to develop and maintain the technical proficiency of the MPO staff. The goal of the task is to have a knowledgeable MPO staff that can provide proper guidance to the planning process.

PREVIOUS WORK

Staff attended the following webinars / workshops:

- Carbon Reduction Strategy MPO Meeting #1 – ALDOT – July 12, 2023
- Bicycle & Pedestrian Planning, Program, and Project Development Guide – Virtual – July 13, 2023
- Annual GDOT Transit Subrecipient Workshop – Virtual – July 25 & 26, 2023
- Carbon Reduction Strategy MPO Meeting #2 – ALDOT – August 22, 2023
- Carbon Reduction Strategy MPO Meeting #3 – ALDOT – October 4, 2023
- MPO/RPO Planner’s Conference – ALDOT – TEAMS – October 25, 2023
- GAMPO – Macon, Georgia – November 6 & 7, 2023
- SS4A Community of Practice Kick-Off Meeting – Virtual – November 29, 2023
- USDOT Navigator December - Webinar – December 5, 2023
- Active Transportation Q4 Meeting – Webinar – December 7, 2023
- How to measure and reduce transportation emissions with data – December 14, 2023
- Human Transit: How Clearer Thinking about Public Transit Can Enrich Our Communities and Our Lives, Maryland Dept of Planning Webinar series – March 3, 2024
- Beyond Greenways: The Next Step for City Trails and Walking Routes - Maryland Dept of Planning Webinar series – April 15, 2024
- Walkinar 2: Infrastructure & Safety, Maryland Dept of Planning Webinar series – April 15, 2024
- Nat. Perspective on Walking and Pedestrian Safety: Where We Are and How We Move Forward - Maryland Dept of Planning Webinar series – April 17, 2024
- Equity and Walkability: Improving Pedestrian Infrastructure in Underserved Neighborhoods - Maryland Dept of Planning Webinar series – April 17, 2024

PROJECT DESCRIPTION

MPO Staff will attend transportation planning related webinars, seminars, conferences, and meetings as opportunities arise. Participate in educational opportunities such as GDOT/ALDOT Training classes, the annual GAMPO conference and work session as well as ALDOT’s Monthly MPO/RPO Planner’s Conference, the annual American Planning Association (APA) Conference, the annual Alabama Transportation Planners Association Conference, and other training opportunities that will arise.

PRODUCT

Staff will continue to improve education to ensure a complete planning process. Attendance at training opportunities, meetings, and conferences. Travel documentation, trip reports, and training materials

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	-------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 10,851.20
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 2,712.80
TOTAL (Georgia)	\$ 13,564.00
FHWA (Alabama)	\$ 3,055.00
PHENIX CITY	\$ 763.75
TOTAL (Alabama)	\$ 3,818.75
TOTAL	\$ 17,382.75

TASK # 1.6

Sub-element: Unified Planning Work Program (UPWP)

OBJECTIVE

Develop an annual planning work program for C-PCTS that meets local, federal, and state requirements.

PREVIOUS WORK

MPO Staff presented the draft 2024 UPWP to the MPO Committees in February of 2023. After a 30-day comment period, the PCC Committee adopted the final document on March 21, 2023. MPO staff began work on the draft FY 2025 UPWP during the 1st and 2nd Quarter of FY 2024. The 2024 UPWP was amended on August 15, 2023, to include a PL Funded Study for the City of Phenix City to conduct an Intersection Study on Opelika Road at Dobbs Drive & Lakewood Drive.

PROJECT DESCRIPTION

The UPWP document includes short descriptions of task elements, work products, responsible participants, and an identification of funding sources. Monitor the activities and progress identified in the UPWP to ensure compliance with the approved tasks.

PRODUCT

Amend Fiscal Year 2025 UPWP Budget as needed and Develop Fiscal Year 2026 UPWP (Draft and Final Document).

TARGET START AND END DATES	The 2026 Draft UPWP document will be generated in the 2 nd Quarter of the 2025 Fiscal Year with the final document adopted in 3rd Quarter of Fiscal year 2025.	LEAD AGENCY	C-PCTS
-----------------------------------	---	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 10,851.20
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 2,712.80
TOTAL (Georgia)	\$ 13,564.00
FHWA (Alabama)	\$ 5,554.00
PHENIX CITY	\$ 1,288.50
TOTAL (Alabama)	\$ 6,842.50
TOTAL	\$ 20,406.50

TASK # 1.7
Sub-element: Quarterly and Annual Reports for PL Funds

OBJECTIVE

Provide adequate administrative support to prepare, process, and track annual and quarterly grant documentation in support of the MPO’s operating budget.

PREVIOUS WORK

This is a continuing annual activity. The 1st, 2nd, and 3rd Quarterly Reimbursement Reports were completed for FY 2024 and submitted to GDOT, ALDOT, and FHWA. The MPO 4th Quarter Reimbursement Report and the Annual MPO Report for FY 2024 were completed in August 2024 and submitted to GDOT and FHWA. The FY 2023 4th Quarter Reimbursement Request and the Annual MPO Report for ALDOT was completed in December 2023.

PROJECT DESCRIPTION

The MPO will prepare the quarterly reports in a timely fashion and submit reimbursement requests to GDOT and ALDOT. The quarterly reports will describe the work completed during each ninety-day period. The 2023 Annual Performance Reports will discuss the goals of each work element and describe the budgeted verses actual expenditures for the year.

PRODUCT

Routine annual and quarterly progress reports and reimbursement requests.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	-------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 6,507.50
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 1,626.88
TOTAL (Georgia)	\$ 8,134.38
FHWA (Alabama)	\$ 1,527.00
PHENIX CITY	\$ 381.75
TOTAL (Alabama)	\$ 1,908.75
TOTAL	\$ 10,043.13

2-0 PUBLIC INVOLVEMENT

TASK # 2.1**Sub-element: Community Outreach and Education****OBJECTIVE**

To provide information to the public about the transportation planning process, to respond to requests for information from the public, and to foster meaningful public input into all transportation planning plans, programs, and projects. Community outreach will be included in the planning factors.

PREVIOUS WORK

Staff attended the following community events:

The Spooktacular event on October 25, 2023.

River Valley Regional Commission Transportation Summit – July 26, 2023

Comprehensive Plan Update Public Meetings in Columbus, GA – August 28, 29, 31, 2023

Steam Mill Road Public Meeting – GDOT (TIA Project) – October 23, 2023

Lakebottom Multi-Use Trail Public Meeting – Columbus/Dragonfly – November 28, 2023

PROJECT DESCRIPTION

The MPO will continue to use Facebook (3,900 followers), Instagram (370 followers), Twitter (5 followers) and the program Constant Contact - In-Touch (1,422 email addresses) to send out transportation related materials and information. The MPO will continue to meet with community leaders, freight shippers, providers of freight transportation services and other interested parties with a reasonable opportunity to comment on the MPO's documents. MPO documents are available on the website after approval from the Policy Committee and are available in the local libraries and government buildings. The MPO Staff will participate in community events to engage the community on transportation issues. Staff will utilize the City's Television Channel to advertise meetings and documents. Staff will distribute comment cards at all public meetings for feedback on transportation issues. Staff will utilize ADA accessible public building to hold public meetings. Staff identifies census tracts that have vulnerable populations and take special steps to meet the needs of these identified within these census tracts. Staff will implement all the Performance Targets that apply in community outreach programs/meetings. MPO staff will utilize the restructured CAC to provide regular feedback on issues and concerns.

PRODUCT

Ongoing community outreach and education, an updated mailing list, an updated e-mail list, and continue to utilize social media platforms like Instagram and Facebook. A maintained and updated website, and a revised public participation plan (if needed). The Citizens Advisory Committee will be restructured to create a more engaging CAC.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	-------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 5,036.48
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 1,259.13
TOTAL (Georgia)	\$ 6,295.61
FHWA (Alabama)	\$ 0.00
PHENIX CITY	\$ 0.00
TOTAL (Alabama)	\$ 0.00
TOTAL	\$ 6,295.61

TASK # 2.2

Sub-element: Environmental Justice / Title VI

OBJECTIVE

This task will include work efforts, which will help ensure the full, and fair participation by all potentially affected communities in the transportation decision-making process and prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations. Staff will incorporate the planning factors that could affect EJ communities.

PREVIOUS WORK

Staff worked on the FY 2020 Title VI document for the 2024 TMA Certification Review. Staff began developing the 2024 Title VI document including the Title VI Assurance.

PROJECT DESCRIPTION

MPO representatives will be involved in as many community events as staff resources permit. MPO staff will make every effort to include the underserved communities in all transportation related projects. The use of unconventional public meetings and activities are examples of possible strategies to include these groups. MPO staff will continue to monitor land use on a regular basis to update EJ locations as needed. Staff will amend and update the ADA Transition Plan and Title VI Plan as needed. Staff will attend required Environmental Justice / Title VI meetings and certification requirements conducted by FHWA. Staff will continue to monitor and update Title VI / EJ Locations.

PRODUCT

Update Title VI locations identify traditionally underserved groups and involve them in the transportation planning process. MPO Staff will develop a 2024 Title VI document during FY 2025.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	-------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 3,036.48
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 759.12
TOTAL (Georgia)	\$ 3,795.60
FHWA (Alabama)	\$ 0.00
PHENIX CITY	\$ 0.00
TOTAL (Alabama)	\$ 0.00
TOTAL	\$ 3,795.60

TASK # 2.3**Sub-element: Participation Plan****OBJECTIVE**

Maintain and periodically update the Participation Plan. Evaluate the effectiveness of the Participation Plan and document the associated results in the Participation Plan.

PREVIOUS WORK

Staff completed the 2023-2026 Participation Plan. The final document was presented to the TCC on October 12, 2023, for review and the PCC approved the adoption on October 17, 2023, after a 45-day comment period.

PROJECT DESCRIPTION

MPO Staff will continue to engage in community activities as to amend the 2023-2026 Participation Plan as needed. Future amendments to the plan will be reviewed by C-PCTS TCC, PCC, GDOT, FHWA, FTA, and the public as necessary.

PRODUCT

MPO Staff will continue to engage in community activities as to amend the 2023-2026 Public Participation Plan as needed. Staff will develop a Participation Plan that will include additional means to engage the community in transportation related activities. This include developing a Citizens Advisory Committee that will participate in the development of transportation plans and projects.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	-------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 9,116.16
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 2,279.04
TOTAL (Georgia)	\$ 11,395.20
FHWA (Alabama)	\$ 1,550.00
PHENIX CITY	\$ 387.50
TOTAL (Alabama)	\$ 1,937.50
TOTAL	\$ 13,332.70

3-0 DATA COLLECTION

TASK # 3.1**Sub-element: Socio-Economic Data****OBJECTIVE**

Maintain a comprehensive, up-to-date socio-economic database for the transportation planning process. This work element will focus on maintaining and updating the socio-economic data needed for the travel demand model.

PREVIOUS WORK

Staff reviewed the Traffic Analysis Zones based on the 2020 Census results. MPO Staff assisted GDOT on the SE data for the Traffic Demand Model.

PROJECT DESCRIPTION

The MPO is responsible for the review and evaluation of the basic economic and demographic data and analysis of the present plan projections. These analyses consider socio-economic data, transit surveillance data, land use data, and street and highway data. The forecasted socio-economic data will be developed with cooperation from the TCC/CAC using various planning tools, current land use, aerial photographs, land use plans, comprehensive plans, economic trends, socioeconomic trends, and other sources deemed necessary.

PRODUCT

Detailed demographic information necessary to evaluate the planning process and to develop an updated MTP and current Transportation Improvement Program. The cooperative local database programs will result in highly accurate four-year land use inventories for use in planning updates.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	
-----------------------------------	-------------------------------	--------------------	--

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 3,036.48
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 759.12
TOTAL (Georgia)	\$ 3,795.60
FHWA (Alabama)	\$ 1,550.00
PHENIX CITY	\$ 387.50
TOTAL (Alabama)	\$ 1,937.50
TOTAL	\$ 5,733.10

TASK # 3.4**Sub-element: Transportation Analysis, Models, and Surveys****OBJECTIVE**

Continue a program of collecting, synthesizing, organizing, and storing a variety of useful community data that are technically sound and relevant to the transportation process.

PREVIOUS WORK

Staff completed the traffic analysis for 30 rezoning cases for FY 2024:

- REZN – 01-23-0036 – 2925 Manchester Expressway
- REZN – 01-23-0037 – 810 & 840 Pembroke Drive
- REZN – 02-23-0213 – 4128 Forrest Road
- REZN – 02-23-0214 – 5763 & 5747 Veterans Parkway
- REZN – 02-23-0215 – 3019 5th Avenue
- REZN – 02-23-0216 – 5436 Forrest Road
- REZN – 02-23-0353 – 3937 Joyce Street
- REZN – 03-23-0473 – 9423, 9443, 9463 Macon Road
- REZN – 03-23-0514 – Milgen Court & Masterbuilt Court
- REZN – 03-23-0515 – 6395 Psalmound Road
- REZN – 04-23-0630 – 910 Talbotton Road
- REZN – 04-23-0714 – 6700 & 6708 Green Island Drive
- REZN – 05-23-0878 – 8151 Fortson Road
- REZN – 05-23-0895 – 7150 Schomburg Road
- REZN – 06-23-0111 – 119 Bascom Court
- REZN – 06-23-0160 – 3610 & 3744 Woodruff Road
- REZN – 08-23-0159 – 3617 2nd Avenue
- REZN – 09-23-0171 – 301 42nd Street
- REZN – 10-23-1964 – 4070 Macon Road
- REZN – 10-23-1988 – 4228 3rd Avenue
- REZN – 10-23-1989 – 3914 & 3922 Buena Vista Road
- REZN – 10-23-1996 – Part of 5674 Whittlesey Boulevard
- REZN – 10-23-2056 – 3300 6th Avenue
- REZN – 11-23-2304 – 1323 Munro Avenue
- REZN – 12-23-2400 – 7505 Veterans Parkway
- EXCP – 01-23-0039 – 2312 Ellen Avenue
- EXCP – 02-23-0217 – 151 30th Avenue
- EXCP – 02-23-0219 – 1300 5th Avenue
- EXCP – 05-23-0881 – 4361 Weems Road
- EXCP – 05-23-1008 – 221 9th Street
- REZN – 03-24-0628 – 5716 Eastside Drive
- REZN – 03-24-0630 – 3711 Hamilton Road
- REZN – 03-24-0635 – 8877 Veteran’s Parkway
- REZN – 04-24-0767 – 5470 Schatulga Road
- REZN – 04-24-0772 – Forrest Road & Courtland Avenue

Staff is monitoring the number of land use changes that affect the transportation network. There were 285.616 acres of agricultural / vacant properties that were converted to another use. Staff has completed 35 traffic analysis for the rezoning cases with one (1) case (8151 Fortson Road) that will make a negative effect on the transportation network.

PROJECT DESCRIPTION

Staff will monitor bicycle traffic to determine the major routes that cyclists use within the transportation network and to identify possible bike lanes. Staff will track changes in housing units, school enrollment, employment and population, significant land use changes through the review of zoning cases, site plans, and subdivision plans. The traffic analysis is required to determine the impact on the transportation network due to a change in land use. The MPO will collect multiple data from federal, state and local agencies and other sources in order to maintain and develop GIS, traffic modeling, and transportation databases. Activity under this work element focuses on the socio-economic database needed to operate the GDOT traffic generation model. Staff will implement Performance Targets when conducting the traffic analysis for land use changes.

PRODUCT

Maps, traffic analysis for rezoning cases and other documents will be prepared as needed.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	-------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 21,614.70
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 5,403.67
TOTAL (Georgia)	\$ 27,018.37
FHWA (Alabama)	\$ 3,055.20
PHENIX CITY	\$ 763.80
TOTAL (Alabama)	\$ 3,819.00
TOTAL	\$ 30,837.37

4-0 SYSTEM PLANNING

TASK # 4.1**Sub-element: Congestion Management Process****OBJECTIVE**

To maintain a Congestion Management Process (CMP) that provides for effective management of new and existing transportation facilities using travel demand reduction and operational management strategies; in addition, examine travel patterns and system performance data in the Columbus-Phenix City urbanized area and develop, prioritize, and recommend effective and achievable strategies to increase mobility within corridors and sub-areas.

PREVIOUS WORK

Staff continue to monitor the corridors outlined in the 2016 CMP to see if traffic patterns have changed due to new developments and changes in land use. MPO received an executed contract for the GAMPO PL Funds in November of 2023 to develop the 2023 CMP. The RFP was advertised in December. The evaluation process to select the consultant to develop the document began in the 3rd Quarter of FY 2024.

PROJECT DESCRIPTION

The MPO is responsible for the development of CMP. The MPO staff uses the CMP to identify congestion on major arterials throughout the urban study area. Process performance monitoring and proposed strategies will be integrated into the C-PCTS transportation planning process using the management systems and the data generated by them to create a feedback loop that will aid in the evaluation of the transportation planning process. These areas of congestion may need some type of transportation improvements depending on the type of congestion. Staff will monitor the transportation network due to changes in land use. The Performance Targets adopted by the MPO will be utilized during the Congestion Management Update. MPO Staff will work with the consultant on developing the 2023 Congestion Management document.

PRODUCT

Optimize the efficiency of the existing transportation facilities. Final Congestion Management Process.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	Columbus MPO
-----------------------------------	-------------------------------	--------------------	--------------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 18,168.96
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 4,542.24
TOTAL (Georgia)	\$ 22,711.20
FHWA (Alabama)	\$ 1,528.00
PHENIX CITY	\$ 382.00
TOTAL (Alabama)	\$ 1,910.00
TOTAL	\$ 24,621.20

TASK # 4.4

Sub-element: Air Quality Technical Studies

OBJECTIVE

The MPO staff will coordinate with EPA and EPD concerning Federal Air Quality Requirements.

PREVIOUS WORK

MPO Staff removed all funding for this work element, however, will continue to monitor the standards.

PROJECT DESCRIPTION

The MPO staff will monitor changes and / or updates from EPA, EPD, and interagency committees concerning PM 2.5 and ozone. An Air Quality Conformity Report will be prepared if needed and required.

PRODUCT

The MPO will develop plans and programs to ensure that transportation activities do not worsen air quality.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	-------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$0.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$0.00
TOTAL (Georgia)	\$0.00
FHWA (Alabama)	\$0.00
PHENIX CITY	\$0.00
TOTAL (Alabama)	\$0.00
TOTAL	\$0.00

TASK # 4.5**Sub-element: Bicycle – Pedestrian Planning****OBJECTIVE**

Continue to promote bicycling and pedestrian use in the community. Partner with other community departments to host Bicycle/Pedestrian Safety classes and bike maintenance / repair events. The MPO will setup annual walk/bike audits that include input and assistance from residents, elected officials/governmental staff, and other partnering organizations. Develop / create a Bicycle/Pedestrian Plan.

PREVIOUS WORK

Staff attended Bicycle Columbus monthly meetings. Staff attended conference calls with the consultant on the TAP Project for Columbus – P.I. 0018352 – Cherokee Avenue Multiuse Trail.

Staff worked with the City of Phenix City on the following TAP Project:

P.I. 100075862 – Improvements along 14th Street between 9th Avenue and 12th Avenue. The improvements will include correcting some ADA deficiencies such as sidewalks, ramps, and crosswalks, creation of a bicycle lane, hardscape improvements, and limited landscaping.

Staff received a Y230 application to continue the Fall Line Trace Trail from Psalmond Road to the Harris County MPO’s urbanized boundaries. The application was reviewed by the MPO’s committees in March and will be advertised for 30-days prior to amending the TIP and MTP to include the project.

PROJECT DESCRIPTION

Promote bicycling and walking within the MPO communities. Create and promote a safe and secure environment for all modes of transportation to include bicyclist and pedestrian facilities. Staff will implement the Performance Management Targets while promoting Bicycle / Pedestrian Planning. Staff will continue to work with local organizations and governments on new facilities.

“The Bicycle Friendly Community program provides a roadmap to improving conditions for bicycling and guidance to help make your community's vision for a better, bike-able community a reality.”
<http://bikeleague.org/community>

The MPO uses this designation and framework to advance its goals regarding multimodal transportation, travel and tourism, community engagement, and economic development.

MPO Staff will develop / create a Bicycle/Pedestrian Plan during FY 2025.

PRODUCT

Amend and update MPO Plans to include bicycle and pedestrian trails and bike lanes along with the development of a Bicycle / Pedestrian Plan.

TARGET START AND END DATES	July 1, 2024 – June 30, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 24,432.17
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 6,108.04
TOTAL (Georgia)	\$ 30,540.21
FHWA (Alabama)	\$ 6,665.20
PHENIX CITY	\$ 1,666.30
TOTAL (Alabama)	\$ 8,331.50
TOTAL	\$ 38,871.71

TASK # 4.7**Sub-element: Geographic Information System Development****OBJECTIVE**

Maintain and update future and existing land use in GIS format. Further development of GIS systems regarding the C-PCTS.

PREVIOUS WORK

The MPO staff continued to update land use, accident data, and traffic count data (GA & AL) that staff will use in MPO planning documents and the C-PCTS mapping system. Staff created zoning maps for the thirty-five (35) cases referenced in Work Element 3.4. Staff continued to update the transportation map on any changes to the funding, timetable, and updates on the progress of the project. Project Maps were created for new projects outlined in the 2024-2027 TIP.

PROJECT DESCRIPTION

Under this work element, the MPO will continue to make use of GIS and develop compatible data layers (e.g. land use, and traffic volume map) for use in transportation planning. The MPO will also continue to update computer hardware and software for use in the C-PCTS related GIS and administrative applications.

PRODUCT

Staff will incorporate land use changes, traffic volume maps and accident data that will affect the transportation network.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	-------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 22,873.90
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 5,718.48
TOTAL (Georgia)	\$ 28,592.38
FHWA (Alabama)	\$ 4,665.20
PHENIX CITY	\$ 1,166.30
TOTAL (Alabama)	\$ 5,831.50
TOTAL	\$ 34,423.88

TASK # 4.11**Sub-element: Metropolitan Transportation Plan****OBJECTIVE**

To update, maintain and implement the Metropolitan Transportation Plan (MTP) and to ensure its full compliance with IJA requirements including performance-based planning & programming. The implementation of the MTP also includes the Transportation Improvement Program (TIP) which is a subset of the MTP. The long-term goals and strategies of the MTP will be consistent with the Unified Planning Work Program (UPWP) for the MPO. The MTP covers a planning horizon of 20 years.

PREVIOUS WORK

- Staff amended the 2045 MTP to include a project for ALDOT – Bridge replacement on CR-245 over Peters Creek on January 23, 2024.
- MPO received an executed contract for the GAMPO PL Funds in November of 2023 to develop the 2050 MTP. The RFP was advertised in December. The evaluation process to select the consultant to develop the document began in the 3rd Quarter of FY 2024.
- Staff amended the 2045 MTP to include a project for ALDOT - Pavement Rehab along SR-8 (US-80) and Bridge raising (BIN 13896) from the Intersection of SR-1 (US-431) to the Georgia state line BIN #009027 on March 19, 2024.
- Staff amended the 2045 MTP to include a project for ALDOT - Intersection Improvements at SR-8 (US-80) and SR-1 (US-280) in Phenix City including an additional southbound left turn lane from SR-8 (US-80) onto SR-1 (US-280) SB and an additional SB left turn lane from SR-1 (US-280) onto SR-8 (US-80) NB on March 19, 2024.
- Staff amended the 2045 MTP to delete the Opelika Road resurfacing project from SR 38 (US 280) to the Phenix City City Limits and the Seale Road resurfacing project the city limits to 5th Street South. from SR 38 (US 280) to the Phenix City City Limits on April 16, 2024.
- Staff amended the 2045 MTP on April 16, 2024 to include the combined projects for Phenix City: Site 1: Resurfacing on 4th Avenue from Idle Hour Drive to 16th Street – Site 2: Resurfacing on Opelika Road from SR 38 (US 280) to the Phenix City City Limits, Site 3: Resurfacing on Seale Road from the City Limits to 5th Street South.
- Staff amended the 2045 MTP to increase the CST funds for the Infantry Road & Follow Me Trail Extension on May 21, 2024.
- Staff amended the 2045 MTP on May 21, 2024 to include a Recreational Trails Program (RTP) grant from FHWA Project # NRT 24(14), FY 2024 Recreational Trails DNR Project for \$200,000.00.
- Staff amended the 2045 MTP to include the following project for the City of Columbus - The extension of the Fall Line Trace from the existing Fall Line Trace Trailhead (7324 Psalmond Road, Midland, GA 31820), and follow along Psalmond Road to Warm Springs Road and along Warm Springs Road to Grey Rock Road and continues on Grey Rock Road, to the Muscogee / Harris County line on May 21, 2024.

PROJECT DESCRIPTION

Staff will amend the plan as needed and required. Any recommended plan changes will be presented to the MPO committees for their approval. Staff will consider planning strategies, such as safety, security, and freight movement as well as bicycle and pedestrian planning when adding new projects. The adopted

Performance Targets will be implemented in the MTP update. Performance based measures and indicators will be set to evaluate C-PCTS planning efforts for both empirical measures such as reduction in accident severity and subjective measures such as progress made towards sustainability. Staff will work with the consultant on the development of the 2050 MTP.

PRODUCT

Amend the 2045 MTP as needed and develop the MTP for 2050.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	-------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 41,527.60
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 10,381.90
TOTAL (Georgia)	\$ 51,909.50
FHWA (Alabama)	\$ 2,284.55
PHENIX CITY	\$ 571.13
TOTAL (Alabama)	\$ 2,855.68
TOTAL	\$ 54,765.18

Task 4.12

Sub-element: Transportation Improvement Program (TIP)

OBJECTIVE

To maintain the existing FY 2024–2027 TIP 4-year capital improvement plan by programming projects identified in the Metropolitan Transportation Plan, and preparing to develop the TIP for the next 4 year planning period (FY 2027-FY 2030).

PREVIOUS WORK

- The Draft 2024-2027 TIP was presented and approved by the PCC Committee on August 15, 2023. After a 30-day public comment period, the PCC Committee approved and adopted the final 2024-2027 TIP on September 19, 2023.
- Staff amended the 2024-2027 TIP to include a project for ALDOT – Bridge replacement on CR-245 over Peters Creek on January 23, 2024.
- Staff amended the 2024-2027 TIP to include a project for ALDOT - Pavement Rehab along SR-8 (US-80) and Bridge raising (BIN 13896) from the Intersection of SR-1 (US-431) to the Georgia state line BIN #009027 on March 19, 2024.
- Staff amended the 2024-2027 TIP to include a project for ALDOT - Intersection Improvements at SR-8 (US-80) and SR-1 (US-280) in Phenix City including an additional southbound left turn lane from SR-8 (US-80) onto SR-1 (US-280) SB and an additional SB left turn lane from SR-1 (US-280) onto SR-8 (US-80) NB on March 19, 2024.
- Staff amended the 2024-2027 TIP to delete the Opelika Road resurfacing project from SR 38 (US 280) to the Phenix City City Limits and the Seale Road resurfacing project the city limits to 5th Street South. from SR 38 (US 280) to the Phenix City City Limits on April 16, 2024.
- Staff amended the 2024-2027 TIP on April 16, 2024 to include the combined projects for Phenix City: Site 1: Resurfacing on 4th Avenue from Idle Hour Drive to 16th Street – Site 2: Resurfacing on Opelika Road from SR 38 (US 280) to the Phenix City City Limits, Site 3: Resurfacing on Seale Road from the City Limits to 5th Street South.
- Staff amended the Transit section of the 2024-2027 Transportation Improvement Program (TIP) to include the 5339 FY 25 Capital Purchases on April 16, 2024.
- Staff amended the 2024-2027 TIP to increase the CST funds for the Infantry Road & Follow Me Trail Extension on May 21, 2024.
- Staff amended the 2024-2027 TIP on May 21, 2024 to include a Recreational Trails Program (RTP) grant from FHWA Project # NRT 24(14), FY 2024 Recreational Trails DNR Project for \$200,000.00.
- Staff amended the 2024-2027 TIP to include the following project for the City of Columbus - The extension of the Fall Line Trace from the existing Fall Line Trace Trailhead (7324 Psalmound Road, Midland, GA 31820), and follow along Psalmound Road to Warm Springs Road and along Warm Springs Road to Grey Rock Road and continues on Grey Rock Road, to the Muscogee / Harris County line on May 21, 2024.

PROJECT DESCRIPTION

The MPO will collect multi-modal transportation data and prepare a four-year implementation program. The program will be financially constrained and include public involvement throughout. Projects identified within the TIP will include the planning factors. The adopted Performance Management Targets will be applied on new projects.

PRODUCT

Amend the FY 2024-2027 TIP as necessary.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	-------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 37,688.79
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 9,422.19
TOTAL (Georgia)	\$ 47,110.98
FHWA (Alabama)	\$ 10,533.60
PHENIX CITY	\$ 2,733.41
TOTAL (Alabama)	\$ 13,267.01
TOTAL	\$ 60,377.99

TASK # 4.13

Sub-element: Special Transportation Studies & Projects

OBJECTIVE

To allow the MPO to respond to unanticipated requests from citizens, study committees, and local governmental entities for the purpose of analyzing transportation problems and recommending solutions.

PREVIOUS WORK

Staff included these studies in the 2024-2027 Transportation Improvement Program that was adopted by the PCC Committee on September 19, 2023: Master Study for Trails/Sidewalks, School Traffic Impact Study, and Edgewood Road Corridor Study. These studies are for the City of Columbus/Muscogee County. The MPO Policy Committee and MPO Staff amended the 2024 UPWP on August 15, 2023 to include a study on Opelika Road at Lakewood Drive and Dobbs Drive for the City of Phenix City.

PROJECT DESCRIPTION

The MPO will conduct transportation studies as needed to address unanticipated or technically complex problems not otherwise addressed in the routine work program. MPO Staff will amend documents to include new studies. Transportation studies may require consultants to perform the work. Studies and Special projects will include the adopted Performance Management Targets. MPO Staff will perform special transportation studies to include intersection studies, collect turn movements, and traffic counts for the Columbus/Phenix City urban area.

PRODUCT

The MPO staff will perform special transportation related studies and projects as needed.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	-------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 24,243.92
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 6,060.99
TOTAL (Georgia)	\$ 30,304.91
FHWA (Alabama)	\$ 20,000.00
PHENIX CITY	\$ 5,000.00
TOTAL (Alabama)	\$ 25,000.00
TOTAL	\$ 55,304.92

5-0 TRANSIT SERVICE PLANNING

TASK # 5.1

Sub-element: Preparation and Administration of Transit Grants

OBJECTIVE

Apply for transit planning and capital grants with the Federal Transit Administration (FTA), Georgia Department of Transportation (GDOT) and other transit funding sources. Coordinate transportation planning activities with the Metropolitan Planning Organization (MPO), Georgia Department of Transportation (GDOT), Federal Transit Administration (FTA), user agencies and transit stakeholders. Prepare and implement next year’s UPWP, TIP, POP, and other program requirements that support transit in Columbus. Prepare special transit reports and programs that will enhance the quality of transit services in Columbus/Muscogee County service area.

PREVIOUS WORK

Prepared 5307 grant contracts with FTA and GDOT. Submitted FTA quarterly reports of activities to TrAMS. Submitted quarterly drawdowns to ECHO. Revised the Transit section of the TIP and UPWP. Participated in the Senior-Disabled Transportation Program, coordinated with the Homeless Task Force, Regional Roundtable, Georgia Department of Labor, and DFACS. Planned transit enhancement activities.

PROJECT DESCRIPTION

When METRA received 49 USC Section 5307 allocations, the grant applications are prepared and submitted to FTA and GDOT for capital, planning, and operating funds. Programmed activities will be managed, reported and at year-end closed out for audits. Transit planning work element activities will be carried out as described. Prepare and maintain monthly and quarterly records of activities and expenditures of transit planning activities, community outreach, community involvement, capital procurement, transit information and transit education. Implement the UPWP and the TIP (i.e., bus replacement schedule, financial plan, capital schedule, and annual element). Address transit-planning activities for the urbanized area of Columbus, Georgia. Perform other required activities to maintain METRA’s eligibility for public grants and contracts (i.e., enhancements, safety and security, energy conservation). When appropriate, apply for supplemental transit grants that support public transit needs and programs.

PRODUCT

Section 5307 financial reports of capital, planning, and operation activities. Transit sections of the TIP and UPWP. Quarterly activity reports. Area wide cooperative and collaborative transit planning activities. Coordination with the MPO, GDOT, FTA, and other community agencies with transportation interests.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	METRA
FUNDING SOURCE		AMOUNT	
FTA 5307		\$151,200.00	
COLUMBUS CONSOLIDATED GOVERNMENT		\$ 37,800.00	
GDOT		\$ 0.00	
TOTAL		\$189,000.00	

TASK # 5.2**Sub-element: Disadvantaged Business Enterprise (DBE) Program****OBJECTIVE**

To afford Disadvantaged Business Enterprises (DBE's) the opportunity to participate in the procurement contracts financed in whole or in part with federal and state funds. The DBE Bi-Annual update was completed in November 2023. The next update will be submitted in May 2024. The Title VI triennial update was completed in September 2022; the next update to be submitted is October 2025.

PREVIOUS WORK

Administered FY24 DBE Program. Developed and advertised the FY23 DBE program update. Participated in the Unified DBE Program. Title VI program activities and monitoring as required.

PROJECT DESCRIPTION

METRA will monitor the FY24 DBE program to ensure that the required participation or good faith efforts are achieved in all FTA contracts. We will update and advertise the DBE program as needed. We will coordinate DBE applications through GDOT as designated by the Unified DBE Program. METRA will monitor Title VI transit activities to ensure compliance with the regulations. Title VI and DBE activities will be updated, advertised for comments, and printed as needed. METRA will also monitor the Small Business Component of the DBE Program.

PRODUCT

Bi-annual DBE Update Reports. DBE Program Update. Computation of the DBE share in the USDOT funded procurement. Monitor contracts for Title VI compliance.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	METRA
-----------------------------------	-------------------------------	--------------------	-------

FUNDING SOURCE	AMOUNT
FTA 5307	\$12,600.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 3,150.00
GDOT	\$ 0.00
TOTAL	\$15,750.00

TASK # 5.3**Sub-element: Transit Planning and Management Information System****OBJECTIVE**

Maintain and update the long and short-range transit planning objectives and strategies. Maintain transit and para-transit data that may be needed. Work with the MPO and other transit-related agencies in Columbus/Muscogee County area. Maintain financial, operating, and capital data and reports. Develop and utilize report data to analyze the effectiveness of service delivery, existing and proposed routes, and to plan for future transit needs. Maintain transit demographic, survey, historical, and anecdotal data. Provide data for route adjustments as needed to improve operations. Provide transit planning information and project development support in transportation planning meetings. Encourage welfare to work and reverse commute activities. Encourage energy conservation. Encourage the use of public transit in the community. Increase public awareness of advantages of public transit. Utilize Intelligent Transit System (ITS) and other emerging technologies to improve system efficiency.

PREVIOUS WORK

Collected fare-box information data (revenue and ridership), completed NTD Section 15 reports, Georgia Transit Fact Book reports, Long Range Transportation Plan, TIP, and other reports and special projects as needed. Participated in community forums, information sessions, public engagement activities, community meetings, and school events. Communicated with agencies that are stakeholders in public transportation. Developed the Anti-Idling Resolution for heavy-duty vehicles and research on alternative cleaner fuels such as hybrid buses.

PROJECT DESCRIPTION

Compilation of daily, weekly, monthly, quarterly, and annual reports of route performance and revenue. Preparation for the next FTA Triennial Review, assist during MPO Certification, MIS reports, NTD report data, and other reports required to maintain public transit services. Coordination with the MPO report data, and other reports required to maintain the efficiency of the public transportation services. Coordination with the MPO on allocation, reports, project selection/prioritization. Participation in public meetings and forums. Continue dialogues with area agencies and community groups to provide information on transit routes and programs, identify deficiencies, and outline service changes as needed. Continue participation in the Clean Air Task Force. Participate in the process of reviewing and rewriting the City's Hazard Mitigation Plan, which is required by FEMA to continue to make our city eligible for federal disaster reimbursement funding as well as future funding. Bike-to-work day and other alternative transportation initiatives will be coordinated. Support programs that encourage biking, walking, and transit use. Community wide transit information and coordination (i.e., Communities in Motion Day). Daily review of GFI information for consistency and effectiveness. Participation in the long and short-range transportation planning to secure a seamless system of transportation – inclusive of all modes of transportation. Provide park and ride location that benefit public transportation. Work with groups with Limited English Proficiency. Coordinated public transit and high need focus (i.e., homeless, battered abused individuals, rehabilitated offenders, and disabled military personnel in Public Partnership. METRA will continue a comprehensive review of services to ensure transit facilities remain positive and viable. METRA has collaborated with the State Clean Air Campaign to promote a sustainable clean environment. Implement facets of the Transit Assessment system analysis looking at current and future transit needs funded by TSPLOST – GDOT.

PRODUCT

Transit MIS reports, Bus Route Analysis, Revenue and Rider-ship Analysis, GFI reports, NTD Monthly Safety Report, Section 15 NTD Annual Data Report, quarterly 5307 Federal Financial Report, Quarterly 5307 Milestone Report.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	METRA
-----------------------------------	-------------------------------	--------------------	-------

FUNDING SOURCE	AMOUNT
FTA 5307	\$ 75,600.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 18,900.00
GDOT	\$ 0.00
TOTAL	\$ 94,500.00

(5303 Funding is shown on Page 58)

TASK # 5.4

Sub-element: Training and Transit Conferences

OBJECTIVE

To keep the staff knowledgeable and aware of the current transit technologies, information, transit activities, regulations, and the required guidelines.

PREVIOUS WORK

Staff attended professional training sessions, workshops, and conferences (i.e., NTD Section 15, Transportation Planning, DBE and, PSR Workshop, Contracts and Procurement, TrAMS). METRA Staff attended the following webinars/meetings:

- ADA Executive Board Meetings – Mayor’s Commission for Persons w/Disability – February 21, March 21, April 18, May 16, June 20, August 15, October 17, and November 21, 2023.
- Transit Day at the Capitol 2023, March 20, 2023
- 2023 Transit Bus Summit – February 20-22, 2023
- Survive and Thrive CTAA Expo – May 22, 2023
- Basic Public Information Officer (PIO) Training – June 26-27, 2023
- Identifying FTA-funded Procurements and Their Impact on Other Oversight Programs – July 7, 2023
- GDOT Transit Subrecipient Workshop – July 25-26, 2023
- ArcGIS Online: Choosing the Right App – July 28, 2023’s SUN 2023 Conference – August 8-11, 2023
- ArcGIS Survey 123: Basics – August 4, 2023
- CTAA’s SUN 2023 Conference – August 8-11, 2023
- ECHO-Web Grantee Training – August 24, 2023
- 2023 GDOT PTASP Update Information Session #1 – September 26, 2023
- LGBTQ+ Rights in the Workplace Training – November 2, 2023
- Drug-Free Workplace Act Training – December 1, 2023
- Georgia Transit Association 2023 Conference – December 6-8, 2023
- METRA PTASP Safety Committee Meeting – December 27, 2023

PROJECT DESCRIPTION

METRA staff will attend professional transit meetings and other mandated meetings for professional development and improvement. Staff will participate in relevant transit and air quality training to keep abreast of the latest technical information. Staff will keep abreast of the newest developments in equipment, service delivery, safety and security, transit amenities, enhancement activities, fuel-efficient vehicles, contracts, regulations, and public information, and information that enhances the ability to communicate with special needs populations (i.e., disabled customers, ESL English as Second Language persons).

PRODUCT

Study guides, handouts, pertinent workshops or training course materials, innovative work strategies, and ways to improve service delivery. Training is continuous and ongoing.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	METRA
-----------------------------------	-------------------------------	--------------------	-------

FUNDING SOURCE	AMOUNT
FTA 5307	\$12,600.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 3,150.00
GDOT	\$ 0.00
TOTAL	\$15,750.00

TASK # 5.5**Sub-element: Phenix City Transit Planning (LRCOG)****OBJECTIVE**

To apply for and administer Federal transit grants for capital and operating expenses. Administration will cover monthly and quarterly analysis and reporting of expenditures, revenues, capital procurement, to maintain eligibility for federal grants. Alternate sources of revenues will be identified. The coordination / consolidation of services in the community will be maximized with emphasis placed on developing services to meet the needs of transportation consumers. The development and maintenance of public / private partnership will continue to provide efficient delivery of services in a cost-efficient manner.

PREVIOUS WORK

Administration of Federal Transit Grants to Provide Transit Service for Phenix City, Alabama.

PROJECT DESCRIPTION

Grant and reports will be completed in a timely manner with continued review of alternate funding sources. The coordination / consolidation of services will continue to be a priority. Technical assistance and marketing services will be provided to the public for increased awareness and maximum services.

PRODUCT

Financial reports of monthly expenditure on capital, operating, and planning projects.

TARGET START AND END DATES	July 1, 2024 to June 30, 2025	LEAD AGENCY	Phenix City, Lee/Russell Council of Governments
-----------------------------------	-------------------------------	--------------------	---

FUNDING SOURCE	AMOUNT
PL-FHWA/FTA	\$31,751.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 0.00
PHENIX CITY	\$ 7,938.00
TOTAL	\$39,689.00

TRANSIT SERVICE PLANNING
Georgia Section

TASK # 5.3 Transit Planning and Management Information System

Sub-element: 44.21.00: Program Support and Administration

OBJECTIVE

Coordinate transportation-planning activities with local, state, and federal entities such as the Metropolitan Planning Organization (MPO), Georgia Department of Transportation (GDOT), Federal Transit Administration (FTA), user agencies and transit stakeholders. METRA will prepare the Unified Planning Work Program (UPWP), planning grants, other program requirements that support transit in Columbus, GA. Prepare special transit reports and programs that will enhance the quality of transit services in Columbus/Muscogee County. Coordinated activities with the Department of Human Resources, for the purpose of providing public transportation to customers. Apply for transit planning grants with, Georgia Department of Transportation (GDOT), and other transit funding sources.

PREVIOUS WORK

METRA was in attendance and took notes in the following meetings:

- FY 2025 5303 GDOT Planning Contracts. METRA is participating in GDOT's Group TAM plan mandated by FTA.
- METRA works annually with GDOT to update the PTASP (Public Transportation Agency Safety Plan) and staff attended a virtual meeting on September 26, 2023.
- METRA staff attended the virtual 2023 Subrecipient Workshop presented by GDOT on July 25, 2023 and July 26, 2023.
- METRA Staff attended the MPO Meetings – Policy Coordinating Committee (PCC) met on January 17, February 21, March 21, April 18, May 16, June 20 August 22, September 19, 2023. Technical Coordinating Committee (TCC) met on January 10, February 14, March 14, April 11, May 9, June 13, August 15, September 12, 2023.

PROJECT DESCRIPTION

Develop Georgia Section of the UPWP, which was approved by the MPO committee, (Policy Coordinating Committee (PCC)). Develop planning and program documents in coordination with the MPO and transit related agencies. *METRA will prepare and submit the grant applications to FTA and GDOT requesting capital and planning funds. Program activities will be managed, reported and closed out at end of fiscal year. Transit planning work element activities will be carried out as described. Prepare and maintain monthly and quarterly records of activities and expenditures of transit planning activities, capital procurement, transit information and education. Implement the UPWP elements and the TIP (i.e., bus replacement schedule, financial plan, capital schedule, and annual element). Address transit-planning activities for the urbanized area of Columbus, Georgia. Perform other required activities to maintain METRA's eligibility for public grants and contracts. Implement supplemental transit grants that support public transit needs and programs (i.e., TIA State Transit Program). *METRA staff will implement the performance targets for transit.

PRODUCT

FY 2024 Georgia POP, UPWP, and TIP other reports and contracts that support transit services.

Coordinated transportation with other transportation providers, Night transportation funded by TSPLOST grant.

TARGET START AND END DATES	July 1, 2024 – June 30, 2025	LEAD AGENCY	METRA Transit System Columbus, Georgia
-----------------------------------	------------------------------	--------------------	---

FUNDING SOURCE	AMOUNT
FTA 5303	\$90,133.00
STATE 5303 MATCH	\$11,267.00
LOCAL	\$11,267.00
TOTAL	\$112,667.00

TASK # 5.3 Transit Planning and Management Information System

Sub-element: 44.24.00: Short Range Transportation Planning

OBJECTIVE

Transit planning activities and reports that relate to the direct implementation of transit efficiency. This may include but is not limited to adjusting routes, enhancing current service, meeting with community groups, public forums and other activities that impact service delivery within 0-3 years. To conduct local surveys, provide revenue and ridership reports, and other required data reports to be used by management, maintenance, and operations of transit services.

PREVIOUS WORK

Collected and analyzed customer and public transit survey. Responded to transit comments and information request. Attended Citywide meetings with citizen groups to discuss transit needs and other public services. Met with students to provide public transit education. Prepared the FY 2022 National Transportation Data Section 15 Report GTA information, and ridership surveys. Communities in Motion Day Surveys, Daily General Farebox Information (GFI) Reports, Limited English Proficiency (LEP) implementation, Wounded Warrior, Homeless Task Force program, Career Days at area schools, and Hispanic Outreach, Mayor's Commission for Unity, Prosperity and Diversity, Mayor's Commission for Persons with Disabilities and Youth Advisory Council. METRA will be providing shuttle services to extend from METRA Transfer Center to the new VA Hospital on Mobley Road to provide service for VA Veteran's. Services began in the summer of 2022. METRA has an Adopt-A-Stop Sign program that allows citizens to adopt a stop to maintain the beautification of the bus stop. METRA partners with the community to allow non-profit organizations to be involved in keeping the bus areas cleaned via a signed agreement.

PROJECT DESCRIPTION

Garner information from citizens, agencies, and internal data from General Farebox Information (GFI), for the purpose of ensuring that transit services remain viable and short-term changes are developed for review, approval, and upgrading as trends are available. METRA will develop local surveys, revenue reports, ridership reports and other data provided by Operations to include Customer Surveys, GFI Revenue and Ridership Reports.

PRODUCT

Meetings with public groups, schools, public agencies, with special interest group (e.g., Hispanic Outreach, Mayor's Commission for Unity, Mayor's Commission for Prosperity and Diversity (MCUPD), Commission for Persons with Disabilities, and senior citizen's homes. General Farebox Information (GFI) revenue, ridership, National Transportation Data Section 15 reports, special projects, and Transit Assessment Final Reports. METRA staff will participate 54 in Community forums, information sessions, public speaking, and interactions with agencies that are stakeholders in public transit. METRA is a voting member of the MPO, Technical Coordinating Committee (TCC), Policy Coordinating Committee (PCC) and a non-voting member of the Citizen Advisory Committee.

TARGET START AND END DATES	July 1, 2024 – June 30, 2025	LEAD AGENCY	METRA Transit System Columbus, Georgia
-----------------------------------	------------------------------	--------------------	---

FUNDING SOURCE	AMOUNT
FTA 5303	\$38,827.00
STATE 5303 MATCH	\$ 4,853.00
LOCAL	\$ 4,853.00
TOTAL	\$48,533.00

TASK # 5.3 Transit Planning and Management Information System
Sub-element: 44.25.00: Transportation Improvement Program (TIP) Georgia Transit Section

OBJECTIVE

Develop the TIP data and report based on allocation, local matching funds, state matching funds, and local requirements. The TIP is a prioritized listing/program of transportation projects covering a period of four years that is developed and formally adopted by the MPO as part of the metropolitan transportation planning process, consistent with the Metropolitan Transportation Plan (MTP), and required for projects to be eligible for funding under Title 23 of the U.S. Code and 49 U.S.C. Chapter 53.

PREVIOUS WORK

FY 2024-2027 Georgia Section of the TIP and Financial Plan.

PROJECT DESCRIPTION

Submit the Georgia Transit section of the TIP and the Financial Plan to the full MPO for approval. METRA will collect data through Connetics Transportation Group to show our bus route changes as necessary. Documents will be amended by the MPO committee.

PRODUCT

FY2024 TIP, Financial Plan, and all supporting documentation.

TARGET START AND END DATES	Develop the Georgia Section of the FY 2024 TIP.	LEAD AGENCY	METRA Transit System Columbus, Georgia
-----------------------------------	---	--------------------	---

FUNDING SOURCE	AMOUNT
FTA 5303	\$ 9,706.00
STATE 5303 MATCH	\$ 1,213.00
LOCAL	\$ 1,213.00
TOTAL	\$12,132.00

EXHIBIT 4

SECTION 5303 BUDGET INFORMATION

Technical Classifications*

UPWP Task #	Activity Line Item (ALI) Code	Description	Estimated Project Cost
5.3	44.21.00	Program Support and Administration	\$112,667.00
5.3	44.24.00	Short Range Transportation Planning	\$48,533.00
5.3	44.25.00	Transportation Improvement Program (TIP) Georgia Transit Section	\$12,132.00
		Total Project Cost (100%)	\$173,332.00

FUND ALLOCATIONS

Federal Share (80%)	\$138,666.00
MPO Share (10%)	\$17,333.00
State Share (10%)	\$17,333.00
Total Project Cost (100%)	\$173,332.00

--

Y410

SAFE AND ACCESSIBLE TRANSPORTATION

COMPLETE STREETS

TASK - SAFE & ACCESSIBLE TRANSPORTATION OPTIONS (Y410)
Sub-element:

OBJECTIVE

Increase safe and accessible options for multiple travel modes for people of all ages and abilities.

PREVIOUS WORK

New Task

PROJECT DESCRIPTION

Incorporate standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.

PRODUCT

Complete Streets standards and policies.

TARGET START AND END DATES	July 1, 2024 – June 20, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (GA)	\$ 8,696.12
FHWA (AL)	\$ 2,267.10
STATE	\$ 0.00
LOCAL	\$ 0.00
TOTAL	\$10,963.22

PL FUNDED STUDIES

TASK – P.I. 0019628 - 2050 METROPOLITAN TRANSPORTATION PLAN (MTP) WITH A FREIGHT PLAN ELEMENT AND THE 2023 CONGESTION MANAGEMENT PROCESS (CMP)

OBJECTIVE

The MPO will advertise an RFP to engage a consultant to develop a new Metropolitan Transportation Plan (MTP) for 2050 and a new Congestion Management Process (CMP) for 2023.

PREVIOUS WORK

MPO received an executed contract for the GAMPO PL Funds in November of 2023 to develop the 2050 MTP. The RFP was advertised in December. The evaluation process to select the consultant to develop the document began in the 3rd Quarter of FY 2024. Due to the lateness on beginning the development of the MTP and CMP, GDOT began gathering the SE Data for the Traffic Demand Model. On March 12, 2024, Columbus Consolidated Government Council approved Pond Engineering to develop the 2050 MTP and the 2023 CMP.

PROJECT DESCRIPTION

The 2023 Congestion Management Process (CMP) is a separate report and under Federal regulations the CMP is required for all metropolitan areas with a population greater than 200,000. A key task in the development of a Congestion Management Process is the identification and structuring of congestion mitigation strategies. Collection of travel and delay time data is an important component of this process.

The Columbus-Phenix City MPO is required by FHWA to prepare and develop a new Metropolitan Transportation Plan (MTP) every five (5) years. An enhanced Freight element within the MPO urbanized boundaries should be included in the 2050 MTP. This plan also assists GDOT by providing data for the Travel Demand Model (TDM). This plan will include both short and long-term strategies and tasks to progress the development of a thriving and efficient integrated intermodal transportation system that moves people and goods throughout the C-PCTS area. The requirements of all federal regulations should be included in this effort.

PRODUCT

2050 Metropolitan Transportation Plan (MTP) with a Freight Plan Component and the 2023 Congestion Management Process (CMP)

TARGET START AND END DATES	February 1, 2023 – December 31, 2024. Adoption of the final MTP will need to be on or before December 16, 2024.	LEAD AGENCY	C-PCTS
-----------------------------------	---	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA	\$320,000.00
STATE	\$ 0.00
LOCAL	\$ 80,000.00
TOTAL	\$400,000.00

FY 2025 SOURCE OF FUNDS

June 6, 2024

FISCAL YEAR 2025 SOURCE OF FUNDS

*The FHWA PL and FTA Planning funds have been consolidated into PL category for Alabama

WORK ELEMENTS	GEORGIA				ALABAMA				GRAND TOTAL					
	SPR (GADOT) FHWA MATCH	PL (MPO) GADOT MATCH	COL. MATCH	FTIA MATCH	SEC 5303 (METRA) GADOT MATCH	COL. MATCH	FTIA MATCH	SEC 5307 (METRA) GADOT MATCH		COL. MATCH	SPR (ALDOT) FHWA MATCH	ALDOT MATCH	*PL (MPO) FHWA MATCH	P.C. MATCH
ADMINISTRATION														
1.2 Operations and Administration	0.00	0.00	100,163.66	0.00	25,040.90					0.00	0.00	46,487.25	11,622.46	183,314.27
1.3 Training and Employee Education	0.00	0.00	10,851.20	0.00	2,712.80					0.00	0.00	3,055.00	763.75	17,382.75
1.6 Unified Planning Work Program	0.00	0.00	10,851.20	0.00	2,712.80					0.00	0.00	5,554.00	1,288.50	20,406.50
1.7 Quarterly and Annual Reports	0.00	0.00	6,507.50	0.00	1,626.88					0.00	0.00	1,527.00	381.75	10,043.13
Subtotal	0.00	0.00	128,373.56	0.00	32,093.38					0.00	0.00	56,623.25	14,056.46	231,146.65
PUBLIC INVOLVEMENT														
2.1 Community Outreach/Education	0.00	0.00	5,036.48	0.00	1,259.13					0.00	0.00	0.00	0.00	6,295.61
2.2 Environmental Justice/Title VI	0.00	0.00	3,036.48	0.00	759.12					0.00	0.00	0.00	0.00	3,795.60
2.3 Public Involvement Plan	0.00	0.00	9,116.16	0.00	2,279.04					0.00	0.00	1,550.00	387.50	13,332.70
Subtotal	0.00	0.00	17,189.12	0.00	4,297.29					0.00	0.00	1,550.00	387.50	23,423.91
DATA COLLECTION														
3.1 Socio-Economic Data	0.00	0.00	3,036.48	0.00	759.12					0.00	0.00	1,550.00	387.50	5,733.10
3.4 Trans. Analysis, Models & Surveys	0.00	0.00	21,614.70	0.00	5,403.67					0.00	0.00	3,055.20	763.80	30,837.37
Subtotal	0.00	0.00	24,651.18	0.00	6,162.79					0.00	0.00	4,605.20	1,151.30	36,570.47
SYSTEM PLANNING														
4.1 Congestion Management	0.00	0.00	18,168.96	0.00	4,542.24					0.00	0.00	1,528.00	382.00	24,621.20
4.2 Air Quality Technical Studies	0.00	0.00	0.00	0.00	0.00					0.00	0.00	0.00	0.00	0.00
4.5 Bicycle - Pedestrian Planning	0.00	0.00	24,432.17	0.00	6,108.04					0.00	0.00	6,665.20	1,666.30	38,871.71
4.7 GIS Development	0.00	0.00	22,873.90	0.00	5,718.48					0.00	0.00	4,665.20	1,166.30	34,423.88
4.11 Metropolitan Transportation Plan	0.00	0.00	41,527.60	0.00	10,381.90					0.00	0.00	2,284.55	571.13	54,765.18
4.12 Trans. Improvement Program	0.00	0.00	37,688.79	0.00	9,422.19					0.00	0.00	10,533.60	2,733.41	60,377.99
4.13 Special Trans. Studies & Projects	0.00	0.00	24,243.93	0.00	6,060.99					0.00	0.00	20,000.00	5,000.00	55,304.92
Subtotal	0.00	0.00	168,935.35	0.00	42,233.84					0.00	0.00	45,676.55	11,519.14	268,364.88
TRANSIT SERVICE PLANNING														
5.1 Prepare & Administer Grants														189,000.00
5.2 DBE														15,750.00
5.3 Transit MIS														267,832.00
5.4 Training & Conferences														15,750.00
5.5 Phenic City Transit Planning														39,689.00
Subtotal			0.00	0.00	0.00	0.00	0.00	155,999.00	17,333.00	252,000.00	0.00	63,000.00	63,000.00	528,021.00
GRAND TOTAL	0.00	0.00	339,149.21	0.00	84,787.30	0.00	0.00	155,999.00	17,333.00	252,000.00	0.00	63,000.00	63,000.00	1,087,526.91
Y410 - Safe & Accessible Transportation - Complete Streets	\$0.00	\$0.00	\$6,696.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,963.22
P.I. 0019628 - 2050 MTP with a Freight Component & 2023 CMP	\$0.00	\$0.00	\$320,000.00	\$0.00	\$80,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400,000.00

EXHIBIT E

BUDGET ESTIMATE

FISCAL YEAR 2025

FISCAL YEAR 2025 SOURCE OF FUNDS

June 6, 2024

*The FHWA PL and FTA Planning funds have been consolidated into PL category for Alabama

WORK ELEMENTS	GEORGIA						ALABAMA						GRAND TOTAL			
	SPR (GADOT)		PL (MPO)		SEC 5303 (METRA)		SEC 5307 (METRA)		SPR (ALDOT)		*PL (MPO)					
	FHWA	GADOT MATCH	FHWA	GADOT MATCH	FTA	COL MATCH	FTA	GADOT MATCH	COL MATCH	FHWA	ALDOT MATCH	FHWA		P.C. MATCH		
ADMINISTRATION																
1.2 Operations and Administration	0.00	0.00	100,163.66	0.00	25,040.90						0.00	0.00	46,487.25	11,622.46	183,314.27	
1.3 Training and Employees Education	0.00	0.00	10,851.20	0.00	2,712.80						0.00	0.00	3,055.00	763.75	17,392.75	
1.6 Unified Planning Work Program	0.00	0.00	10,851.20	0.00	2,712.80						0.00	0.00	5,554.00	1,288.50	20,406.50	
1.7 Quarterly and Annual Reports	0.00	0.00	6,507.50	0.00	1,626.88						0.00	0.00	1,527.00	381.75	10,043.13	
Subtotal	0.00	0.00	128,373.56	0.00	32,093.38						0.00	0.00	56,623.25	14,056.46	231,146.65	
PUBLIC INVOLVEMENT																
2.1 Community Outreach/Education	0.00	0.00	5,036.48	0.00	1,259.13						0.00	0.00	0.00	0.00	6,295.61	
2.2 Environmental Justice/Title VI	0.00	0.00	3,036.48	0.00	759.12						0.00	0.00	0.00	0.00	3,795.60	
2.3 Public Involvement Plan	0.00	0.00	9,116.16	0.00	2,279.04						0.00	0.00	1,550.00	387.50	13,332.70	
Subtotal	0.00	0.00	17,189.12	0.00	4,297.29						0.00	0.00	1,550.00	387.50	23,423.91	
DATA COLLECTION																
3.1 Socio-Economic Data	0.00	0.00	3,036.48	0.00	759.12						0.00	0.00	1,550.00	387.50	5,733.10	
3.4 Trans. Analysis, Models & Surveys	0.00	0.00	21,614.70	0.00	5,403.67						0.00	0.00	3,055.20	763.80	30,837.37	
Subtotal	0.00	0.00	24,651.18	0.00	6,162.79						0.00	0.00	4,605.20	1,151.30	36,870.47	
SYSTEM PLANNING																
4.1 Congestion Management	0.00	0.00	18,168.96	0.00	4,542.24						0.00	0.00	1,528.00	382.00	24,621.20	
4.2 Air Quality Technical Studies	0.00	0.00	0.00	0.00	0.00						0.00	0.00	0.00	0.00	0.00	
4.5 Bicycle - Pedestrian Planning	0.00	0.00	24,432.17	0.00	6,108.04						0.00	0.00	6,665.20	1,666.30	36,871.71	
4.7 GIS Development	0.00	0.00	22,873.90	0.00	5,718.48						0.00	0.00	4,665.20	1,166.30	34,423.88	
4.11 Metropolitan Transportation Plan	0.00	0.00	41,527.60	0.00	10,381.90						0.00	0.00	2,284.55	571.13	54,785.18	
4.12 Trans. Improvement Program	0.00	0.00	37,686.79	0.00	9,422.19						0.00	0.00	10,533.60	2,733.41	60,377.99	
4.13 Special Trans. Studies & Projects	0.00	0.00	24,243.93	0.00	6,060.99						0.00	0.00	20,000.00	5,000.00	55,304.92	
Subtotal	0.00	0.00	166,938.36	0.00	42,233.84						0.00	0.00	48,676.55	11,519.14	268,364.88	
TRANSIT SERVICE PLANNING																
5.1 Prepare & Administer Grants																
5.2 DBE																
5.3 Transit MIS																
5.4 Training & Conferences																
5.5 Phoenix City Transit Planning																
Subtotal																
GRAND TOTAL	0.00	0.00	339,149.21	0.00	84,787.30		0.00	155,999.00	17,333.00	0.00	0.00	0.00	63,000.00	0.00	0.00	1,087,526.91

Y410 - Safe & Accessible Transportation - Complete Streets	\$0.00	\$0.00	\$8,696.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,267.10	\$0.00	\$10,963.22
P.I. 0019628 - 2050 MTP with a Freight Component & 2023 CMP	\$0.00	\$0.00	\$320,000.00	\$0.00	\$80,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400,000.00

70-A

EXHIBIT F

SCHEDULE

FISCAL YEAR 2025

Schedule of Activities:

2024						2025					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
X	X	X	X	X	X	X	X	X	X	X	X

TARGET START AND END DATES	7/01/24-6/30/25	LEAD AGENCY	MPO
-----------------------------------	-----------------	--------------------	-----

**APPENDIX A
NOTICE OF CONTRACTORS
COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACTS OF 1964
AS AMENDED BY THE CIVIL RIGHTS RESTORATION ACT OF 1987
FOR FEDERAL-AID CONTRACTS**

During the performance of this Contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

(1) **Compliance with Regulations:** The Contractor will comply with the Regulations of the U.S. Department of Transportation relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (Title 49, Code of Federal Regulations, Part 21, hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

(2) **Nondiscrimination:** The Contractor, with regard to the work performed by it after award and prior to completion of contract work, will not discriminate on the ground of race, color, national origin or sex in the selection and retention of subcontractors including procurement of materials and leases of equipment. The Contractor will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program, set forth in Appendix B of the Regulations. In addition, the Contractor will not participate either directly or indirectly in the discrimination prohibited by 23 CFR 200 (b).

(3) **Solicitations for Subcontracts, Including Procurement of Materials and Equipment:** In all solicitations, either by competitive bidding or negotiations made by the Contractor for work to be performed under a subcontract, including procurement of materials or equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the ground of race, color, national origin or sex.

(4) **Information and Reports:** The Contractor will provide all information and reports required by the Regulations, to permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the Department of Transportation or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to the DEPARTMENT, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

(5) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the DEPARTMENT shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to,

- (a) withholding of payments to the Contractor under the contract until the Contractor complies, and/or
- (b) cancellation, termination or suspension of the contract, in whole or in part.

(6) **Incorporation of Provisions:** The Contractor will include the provision of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, order, or instructions issued pursuant thereto. The Contractor will take such action with respect to any subcontract or procurement as the DEPARTMENT or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request the State to enter into such litigation to protect the interests of the State, and in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

APPENDIX B

CERTIFICATION FOR STATE REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS - PRIMARY COVERED TRANSACTIONS

The Columbus Consolidated Government as Designated Metropolitan Planning Organization Responsible for the Columbus-Phenix City, as an Applicant for a Federal PL Fund grant or cooperative agreement, certifies to the best of its knowledge and belief, that its principals:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;
- (2) Have not within a three year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State, or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
- (4) Have not within a three year period preceding this application/proposal had one or more public transactions (Federal, State or Local) terminated for cause or default.

Where the State is unable to certify to any of the statements in this certification with respect to its principals, the State shall attach an explanation to this proposal.

THE COLUMBUS CONSOLIDATED GOVERNMENT AS DESIGNATED METROPOLITAN PLANNING ORGANIZATION RESPONSIBLE FOR THE COLUMBUS-PHENIX CITY MPO CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE CONTENTS OF THE STATEMENTS SUBMITTED ON OR WITH THIS CERTIFICATION AND UNDERSTANDS THAT THE PROVISIONS OF 31 U.S.C. SECTIONS 3801 ET SEC. ARE APPLICABLE THERETO.

Authorized Official

Executive Director

Date

APPENDIX C

CERTIFICATION OF CONSULTANT

DRUG-FREE WORKPLACE

I hereby certify that I am a principal and duly authorized representative of Columbus Consolidated Government as Designated Metropolitan Planning Organization Responsible for the Columbus-Phenix City whose address is **P.O. Box 1340, Columbus Georgia, 31902 -1340** and it is also certified that:

- (1) The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Work Place Act", have been complied with in full; and
- (2) A drug-free workplace will be provided for the consultant's employees during the performance of the contract; and
- (3) Each subcontractor, if any, hired by the DESIGNATED AGENCY shall be required to ensure that the subcontractor's employees are provided a drug-free workplace. The DESIGNATED AGENCY shall secure from that subcontractor the following written certification:

"As part of the subcontracting agreement with the **Columbus Consolidated Government** certifies that a drug free workplace will be provided for the subcontractor's employees during the performance of this contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3", and

- (4) It is certified that the undersigned will not engage in unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the contract.

Date

Executive Director

APPENDIX D--GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

Name of Contracting Entity: Columbus Consolidated Government as Designated Metropolitan Planning Organization Responsible for the Columbus-Phenix City
Contract No. and Name: METROPOLITAN TRANSPORTATION PLANNING SERVICES
CONTRACT 48400-415-IGDPL2500402

By executing this affidavit, the undersigned person or entity verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or entity which is contracting with the Georgia Department of Transportation has registered with, is authorized to participate in, and is participating in the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

The undersigned person or entity further agrees that it will continue to use the federal work authorization program throughout the contract period, and it will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the undersigned with the information required by O.C.G.A. § 13-10-91(b).

The undersigned person or entity further agrees to maintain records of such compliance and provide a copy of each such verification to the Georgia Department of Transportation within five (5) business days after any subcontractor is retained to perform such service.

E-Verify / Company Identification Number

Signature of Authorized Officer or Agent

Date of Authorization

Printed Name of Authorized Officer or Agent

Title of Authorized Officer or Agent

Date

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

____ DAY OF _____, 20__

Notary Public

[NOTARY SEAL]

My Commission Expires: _____

File Attachments for Item:

2. FY 2025 Georgia Department of Transportation – Y410 Funds - Transportation Planning Contract

Approval is requested to authorize the execution of a contract with the Georgia Department of Transportation for Financial Assistance to carry out the FY 2025 Y410 Planning funds for Safe & Accessible Transportation Options - (H.R. 3684 - Sect, 11206), as outlined in the Infrastructure Investment and Jobs Act (IIJA). This funding is required to be included in the Transportation Planning Work Activities of the Columbus-Phenix City Transportation Study (C-PCTS). The Y410 Transportation planning funds in the amount of \$8,696.12 is requested in the form of a contract with the Georgia Department of Transportation and to amend the Multi-Governmental Fund by the amount awarded. This is a five-year annual contract with the Georgia Department of Transportation and the Federal Highway Administration which began in FY 2023 and will conclude in FY 2027, as outlined in the IIJA. This will require the creation of a new budget by the Finance Department.

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	FY 2025 Georgia Department of Transportation – Y410 Funds - Transportation Planning Contract
AGENDA SUMMARY:	Approval is requested to authorize the execution of a contract with the Georgia Department of Transportation for Financial Assistance to carry out the FY 2025 Y410 Planning funds for Safe & Accessible Transportation Options - (H.R. 3684 - Sect, 11206), as outlined in the Infrastructure Investment and Jobs Act (IIJA). This funding is required to be included in the Transportation Planning Work Activities of the Columbus-Phenix City Transportation Study (C-PCTS). The Y410 Transportation planning funds in the amount of \$8,696.12 is requested in the form of a contract with the Georgia Department of Transportation and to amend the Multi-Governmental Fund by the amount awarded. This is a five-year annual contract with the Georgia Department of Transportation and the Federal Highway Administration which began in FY 2023 and will conclude in FY 2027, as outlined in the IIJA. This will require the creation of a new budget by the Finance Department.
INITIATED BY:	Planning Department

Recommendation: Approval is requested to authorize the execution of a contract with the Georgia Department of Transportation for Financial Assistance to carry out the FY 2025 Y410 Planning funds for Safe & Accessible Transportation Options - (H.R. 3684 - Sect, 11206), as outlined in the Infrastructure Investment and Jobs Act (IIJA). This funding is required to be included in the Transportation Planning Work Activities of the Columbus-Phenix City Transportation Study (C-PCTS). The Y410 Transportation planning funds in the amount of \$8,696.12 are requested in the form of a contract with the Georgia Department of Transportation and to amend the Multi-Governmental Fund by the amount awarded. This is a five-year annual contract with the Georgia Department of Transportation and the Federal Highway Administration, which began in FY 2023 and will conclude in FY 2027, as outlined in the IIJA. This will require the creation of a new budget by the Finance Department.

Background: On November 15, 2021, President Biden signed into law the Infrastructure Investment and Jobs Act (IIJA). The IIJA is the first major infrastructure law enacted since the Fixing America’s Surface Transportation (FAST) Act of 2015. The IIJA requires each MPO to use at least 2.5% of its PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities under section 104(d) of title 23, United States Code. The Transportation Planning Division, which is housed within the Metropolitan Planning Organization (MPO) will perform the planning work as outlined in the IIJA. This work includes the adoption of Complete Streets standards or policies, development of a Complete Streets prioritization plan that identifies a specific list of Complete Streets projects to improve the safety, mobility, or accessibility of a street, to improve the safety of bicyclists and pedestrians.

Analysis: The Columbus-Phenix City Transportation Study (C-PCTS) serves as the Metropolitan Planning Organization (MPO) for the urban area. The Transportation Planning Division is the designated MPO recipient and project administrator of H.R. 3684 – Section 11206 funds. The Y410 Transportation Planning Funds are designed for the Columbus-Phenix City MPO for the performance of the Safe & Accessible Transportation activities.

Financial Considerations: The Y410 Transportation planning funds in the amount of \$8,696.12 is requested in the form of a contract with the Georgia Department of Transportation. This will be an annual contract with the Georgia Department of Transportation and the Federal Highway Administration for next five years starting in FY 2023 and ending in FY 2027 as outlined in the IJA. The following is a breakdown of funding sources.

FHWA – H.R. 3684 – Section 11206 Funds		
FHWA	100%	\$8,696.12
Total GDOT Contract	100%	\$8,696.12
	TOTAL	\$8,696.12

Legal Considerations: The Columbus-Phenix City Transportation Study is in compliance with all applicable planning requirements and certifications necessary in order to receive the federal funds.

Recommendation/Action: Approval is requested to authorize the City Manager to execute a contract to receive Federal Funding for the FY 2025 Y410 Transportation Planning Activities and amend the Multi-Governmental Fund by the amount awarded. The Finance Department will need to create a new budget for these funds.

A RESOLUTION**NO.**

A RESOLUTION OF THE COUNCIL OF COLUMBUS, GEORGIA, AUTHORIZING THE EXECUTION OF A CONTRACT WITH THE GEORGIA DEPARTMENT OF TRANSPORTATION ON BEHALF OF THE CITY FOR FINANCIAL ASSISTANCE TO CARRY OUT THEFY 2025 Y410 PLANNING FUNDS FOR SAFE & ACCESSIBLE TRANSPORTATION OPTIONS – (H.R. 3684 – SECT 11206), AS OUTLINED IN THE INFRASTRUCTURE INVESTMENT AND JOBS ACT (IIJA) AND AMEND THE MULTI-GOVERNMENTAL FUND BY THE AMOUT OF THE AWARD. THIS FUNDING IS REQUIRED TO BE INCLUDED IN THE TRANSPORTATION PLANNING WORK ACTIVITIES OF THE COLUMBUS-PHENIX CITY TRANSPORTATION STUDY (C-PCTS).

WHEREAS, the FY 2025 Unified Planning Work Program (UPWP) of the Columbus-Phenix City Transportation Study has been reviewed and approved by the United States Department of Transportation (FHWA) and the Georgia Department of Transportation (GDOT); and,

WHEREAS, the FY 2025 UPWP indicates the amount of Section 11206 – Y410 Transportation Planning Funds to be provided by GDOT to be \$8,696.12.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF COLUMBUS, GEORGIA, AS FOLLOWS:

- (1) That the Mayor, City Manager or designee is hereby authorized to execute said contract on behalf of the Consolidated Government of Columbus, Georgia and receive an amount up to \$8,696.12 as may be necessary to carry out said contract; and,
- (2) That the City Manager is authorized to execute (or to delegate to the Metropolitan Planning Organization) the execution of and file with such application and assurance, or, other documents required by GDOT in connection with the application, and to requisition state funds to reimburse the City for eligible expenses under any resulting grant contracts; and,
- (3) That the Finance Department will need to create a new budget for these funds.

Introduced at a regular meeting of the Council of Columbus, Georgia held on the _____ day of _____ 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen voting	_____.
Councilor Chambers voting	_____.
Councilor Cogle voting	_____.
Councilor Crabb voting	_____.
Councilor Davis voting	_____.
Councilor Garrett voting	_____.
Councilor Hickey voting	_____.
Councilor Huff voting	_____.
Councilor Thomas voting	_____.
Councilor Tucker voting	_____.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

SAFE & ACCESSIBLE TRANSPORTATION OPTIONS CONTRACT FY 2025

**COLUMBUS CONSOLIDATED GOVERNMENT AS DESIGNATED
METROPOLITAN PLANNING ORGANIZATION RESPONSIBLE FOR THE
COLUMBUS-PHENIX CITY MPO**

FHWA METROPOLITAN PLANNING PROGRAM

Safe & Accessible Transportation Options/Complete Streets Contract

CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER 20.205

FEDERAL-AID PARTICIPATING PROJECT

PI Number: 0020246

Contract ID: 48400-415-IGDPL2500403

Federal Share 80% \$ 8,696.12

Local Match Share 0% \$ 0

Total Contract Cost \$8,696.12

**Agreement By and Between the
GEORGIA DEPARTMENT OF TRANSPORTATION
ONE GEORGIA CENTER, 600 WEST PEACHTREE STREET NW
ATLANTA, GEORGIA 30308**

**and the
COLUMBUS CONSOLIDATED GOVERNMENT AS DESIGNATED METROPOLITAN
PLANNING ORGANIZATION RESPONSIBLE FOR THE COLUMBUS-PHENIX CITY
MPO**

THIS AGREEMENT is made and entered into this _____ day of _____, 2024, by and between the GEORGIA DEPARTMENT OF TRANSPORTATION, an agency of the State of Georgia, hereinafter called the "DEPARTMENT", and the Columbus Consolidated Government as Designated Metropolitan Planning Organization Responsible for the Columbus-Phenix City, organized and existing under the laws of the State of Georgia, hereinafter called the "DESIGNATED AGENCY".

WHEREAS, the DEPARTMENT is recognized by the United States Department of Transportation as the agency responsible for cooperative, comprehensive, continuing transportation planning pursuant to the provisions of Fixing America's Surface Transportation Act (FAST Act) of 2015, 23 U. S. C. Section 134, the Federal Transit Act, 49 U.S.C. Section 5303; and relevant amendments and subsequent legislation pertaining thereto; and

WHEREAS, the DEPARTMENT is authorized under O.C.G.A. § 32-2-2(7) to "accept and use federal funds...; and to do all things necessary, proper, or expedient to achieve compliance with the provision and requirements of all applicable federal-aid acts and programs"; and

WHEREAS, the DESIGNATED AGENCY is an approved metropolitan planning organization responsible for carrying out the transportation planning process in its urbanized area in accordance with 23 U.S.C. § 134; and

WHEREAS, the DEPARTMENT desires to participate jointly with the DESIGNATED AGENCY to perform certain services which will consist of providing the DESIGNATED AGENCY with information for the continuing transportation planning process as set forth in **Exhibit D, "Fiscal Year 2025"**, (hereinafter referred to as the "PROJECT").

NOW THEREFORE, for and in consideration of the mutual promises, covenants and contracts contained herein, and other good and valuable consideration as set out hereinafter, it is agreed by and between the DEPARTMENT and the DESIGNATED AGENCY that:

ARTICLE I SCOPE AND PROCEDURES

The scope and procedure of the PROJECT shall be that stated in the Scope of Work, which is affixed to this Agreement under the label of **Exhibit D**, entitled "**Fiscal Year 2025**", the same as if fully set forth herein.

The DESIGNATED AGENCY shall perform or cause to be performed the services to accomplish the PROJECT, the work for which is set forth in the aforementioned **Exhibit D, "Fiscal Year 2025,"**.

The DESIGNATED AGENCY shall perform the PROJECT activities, and shall do so under such control and supervision by the DEPARTMENT as the DEPARTMENT may deem appropriate.

The DEPARTMENT shall perform the services incumbent upon it as stated in **Exhibit D, "Fiscal Year 2025,"**.

ARTICLE II EMPLOYMENT OF DEPARTMENT'S PERSONNEL

The DESIGNATED AGENCY shall not employ any person or persons in the employ of the DEPARTMENT for any work required by the terms of this Agreement, without the written permission of the DEPARTMENT except as may otherwise be provided for herein.

ARTICLE III REVIEW OF WORK

Authorized representatives for the DEPARTMENT and Federal Government may at all reasonable times review and inspect the PROJECT activities and data collected under this Agreement and amendments thereto. All reports, drawings, studies, specifications, estimates, maps, and computations, prepared by or for the DESIGNATED AGENCY, shall be made available to authorized representatives of the DEPARTMENT and representatives of the Federal Government for inspection and review at all reasonable times. Acceptance shall not relieve the DESIGNATED AGENCY of its professional obligation to correct, at its own expense, any of its errors in the work.

ARTICLE IV
AUTHORIZATION AND APPROVAL

TIME IS OF THE ESSENCE TO THIS AGREEMENT. The DESIGNATED AGENCY shall initiate the work called for in the Scope of Work on 07/01/2024. The work outlined therein shall be completed no later than 06/30/2025. The work shall be carried on expeditiously and in accordance with the work schedule as set forth in **Exhibit F, "Schedule"**, attached hereto and incorporated by reference.

ARTICLE V
RESPONSIBILITY FOR CLAIMS AND LIABILITY

The DESIGNATED AGENCY shall be responsible for any and all damages to property or persons and shall save harmless the DEPARTMENT, its officers, agents and employees from all suits, claims, actions, or damages of any nature whatsoever resulting from the negligence of the DESIGNATED AGENCY in the performance of work under this Agreement.

ARTICLE VI
COMPENSATION

A. Total Cost

1. The DEPARTMENT and the DESIGNATED AGENCY agree that the total estimated allowable cost, as shown in **Exhibit E, "Budget Estimate for Federal Fiscal Year 2025"**, attached hereto and incorporated herein by reference, for completion of the PROJECT is Eight-Thousand Six Hundred and Ninety-Six Dollars and Twelve Cents (\$8,696.12). It is agreed that the amount which the DEPARTMENT shall be obligated to pay is One Hundred Percent (100%) of total cost which represents the Federal Share of the cost of the PROJECT up to Eight-Thousand Six Hundred and Ninety-Six Dollars and Twelve Cents (\$8,696.12). However, if the sum total of the allowable cost for the PROJECT is less than the total estimated allowable cost, then it is further agreed that the DEPARTMENT shall be obligated to pay only the 100% Federal Share of the allowable cost incurred. In no event shall the DEPARTMENT be obligated to pay more than the maximum Federal Share of (\$8,696.12). In no event shall the DEPARTMENT be required to pay the Federal Share, if the Federal Share is not provided to the DEPARTMENT by the Federal Highway Administration.

2. The DESIGNATED AGENCY shall be obligated to pay Zero Percent (0%) of the total allowable cost, which represents the Local Match rate of the cost of the PROJECT up Zero Dollars (\$0). However, if the sum total of the actual allowable cost for the PROJECT is less than the total estimated allowable cost, the DESIGNATED AGENCY shall pay a 0% Local Match rate of the actual allowable cost incurred. In no event shall the DESIGNATED AGENCY be obligated to pay more than the maximum Local Match of the Federal Share (\$0).

B. Allowable Costs

Allowable costs shall include both direct and indirect costs incurred by the DESIGNATED AGENCY, which is provided in **Exhibit E**, “Budget Estimate for Federal Fiscal Year 2025”, and subject to the maximum limitation prescribed in Subsection A of Article VI and the limitations outlined below:

1. Direct Cost

The DEPARTMENT shall pay to the DESIGNATED AGENCY for the performance of this Agreement an amount equal to such direct costs as are incurred by the DESIGNATED AGENCY and are chargeable to the PROJECT under generally accepted accounting principles and as allowed in 2 C.F.R. Part 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”, and not prohibited by the laws of the State of Georgia, including salaries and wages, and the cost of travel, and other miscellaneous direct costs incurred by the DESIGNATED AGENCY. As specified in Article X, the validity of the direct costs may be verified from the cost records of the DESIGNATED AGENCY by authorized representatives of the DEPARTMENT and the Federal Government as the work progresses, and in any event, before final settlement of the DESIGNATED AGENCY’S costs under the terms of this Agreement or amendments hereto.

The cost of any nonexpendable tools, instruments, or equipment used in the execution and performance of the PROJECT shall not be an allowable direct cost when such items are of the nature and kind of tools, instruments or equipment normally and generally used in an office or laboratory, provided however that the cost of data processing equipment shall be an allowable expense when such expenditure complies with the provisions of 2 C.F.R. § 200 (“Uniform Grant Guidance”) and is specifically detailed in **Exhibit D, ”Work Program, Fiscal**

Year 2025” and **Exhibit E, “Budget Estimate for Federal Fiscal Year 2025”** of this Agreement. If at anytime during the duration of the useful life of the PROJECT’s data processing equipment the DESIGNATED AGENCY fails to utilize such equipment for the purpose of accomplishing the PROJECT the DEPARTMENT at its discretion may require the DESIGNATED AGENCY to remit to the DEPARTMENT 100% of the DEPARTMENT’S Federal and State Share of the fair market value, if any, of such equipment. For the purpose of this Article, the fair market value shall be deemed to be the value of the equipment as determined by an appraisal conducted as soon as feasible after such withdrawal or misuse occurs or the actual proceeds from the public sale of such equipment, whichever is approved by the DEPARTMENT.

The rate of compensation for work performed on the PROJECT by a professional staff member or employee of the DESIGNATED AGENCY shall not exceed the salary rate that is applicable to said person's other activities for the DESIGNATED AGENCY. Charges for salaries and wages of the individuals will be supported by time and attendance and payroll distribution records. Premiums pay for overtime, extra-pay shifts, and multi-shift work are not reimbursable under this Agreement unless such costs are included in the budget estimate in **Exhibit E, “Budget Estimate for Federal Fiscal Year 2025”**, or unless such costs have been given prior written approval by the DEPARTMENT.

No expense for travel outside the State of Georgia shall be an allowable direct cost under this Agreement unless such travel is listed in the budget estimate in **Exhibit E, “Budget Estimate for Federal Fiscal Year 2025”**, or approved in advance by the DEPARTMENT. Staff from the DESIGNATED AGENCY seeking travel approval should submit the details for the requested travel expenses to the DEPARTMENT in advance and must include information on how the travel request will benefit the transportation planning process of the DESIGNATED AGENCY. In addition, all expenses for food, fuel, mileage, and lodging accommodations incurred from travel within or outside of the State of Georgia shall be limited to the currently approved amounts posted on the United States General Services Administration (GSA) website for the corresponding geographic location.

2. Indirect Costs

The DEPARTMENT shall reimburse the DESIGNATED AGENCY for such indirect costs as

are properly chargeable to the PROJECT under generally accepted accounting principles and as allowed in 2 C.F.R. Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards", and not prohibited by the laws of the State of Georgia. Fringe benefits shall be reimbursed at a provisional overhead rate of 24.64% of the amount paid as direct salaries and wages to persons employed by the DESIGNATED AGENCY on the PROJECT. Indirect Personnel cost shall be reimbursed at a provisional overhead rate of 4.6% of the amount paid as direct salaries, wages and fringe benefits to persons employed by the DESIGNATED AGENCY that are chargeable to the PROJECT. Upon completion of the PROJECT, the DEPARTMENT will determine final payment for indirect costs by audit of the DESIGNATED AGENCY'S accounts to establish the actual allowable overhead rate experienced during the period of performance of this Agreement. The DESIGNATED AGENCY understands and agrees that the DEPARTMENT may accept, in lieu of its own audit, a federal audit or an audit by an independent accountant or accounting firm. The audit of an independent accountant or accounting firm shall be made and reported in accordance with audit requirements, 2 CFR Part 200. The DESIGNATED AGENCY shall ensure that the independent accountant or accounting firm shall make available upon request to authorized representatives of the DEPARTMENT all audit work papers pertaining to this AGREEMENT to determine said final payment for indirect costs.

In the event the DESIGNATED AGENCY'S actual allowable overhead rate during the period of this Agreement is less than the provisional overhead rate established herein, the DESIGNATED AGENCY shall reimburse the DEPARTMENT the difference between the indirect cost actually paid and the actual allowable indirect cost as determined by the final audit in accordance with the provisions of this Article.

The DESIGNATED AGENCY further agrees that the decision of the DEPARTMENT in the establishment of the actual allowable overhead rate for final payment of indirect costs shall be final.

The validity of these indirect cost payments may be verified from the indirect cost records of the DESIGNATED AGENCY by authorized representatives of the DEPARTMENT and the Federal Government as the work progresses and in any event before final settlement of the DESIGNATED AGENCY'S costs under this Agreement, or amendments hereto.

ARTICLE VII
SUBSTANTIAL CHANGES

If, prior to the satisfactory completion of the services, under this Agreement, the DEPARTMENT materially changes the scope, character, complexity, or duration of the services from those required under the basic Agreement, a supplemental agreement may be executed between the parties. Minor changes that do not involve compensation in the Scope and Procedure, extension of the term, or changes in the goals and objectives of the PROJECT may be made by written notification of such change by either party with written approval of the other party.

ARTICLE VIII
PARTIAL PAYMENT

The DESIGNATED AGENCY shall submit to the DEPARTMENT itemized vouchers showing, in reasonable detail, the actual allowable costs per work element, incurred by the DESIGNATED AGENCY on the PROJECT for the voucher period. A summary of the cost breakdown and work progress for each work element shall accompany each voucher. Upon the basis of its review of such vouchers, the DEPARTMENT may, at the request of the DESIGNATED AGENCY, make payment to the DESIGNATED AGENCY as the work progresses but not more often than four times during the fiscal year. The vouchers shall be numbered consecutively and subsequent vouchers shall be submitted every three months, but no later than forty-five (45) days after the end of each quarter, until the PROJECT is completed. Payment shall be made in the amount of sums earned less previous partial payments.

ARTICLE IX
FINAL PAYMENT

IT IS FURTHER AGREED that upon satisfactory completion by the DESIGNATED AGENCY and acceptance by the DEPARTMENT of the work described in Article I of this Agreement, the DESIGNATED AGENCY shall submit to the DEPARTMENT a written submission for final payment not more than forty-five (45) days after the completion date of the project. Upon receipt of any final written submission by the DESIGNATED AGENCY, the DEPARTMENT shall pay the DESIGNATED AGENCY a sum equal to one hundred percent (100%) of the allowable cost set forth herein less the total of all previous partial payments, paid or in the process of payment.

The DESIGNATED AGENCY agrees that acceptance of this final payment shall be in full and final settlement of all claims arising against the DEPARTMENT for work done, materials furnished, costs incurred, or otherwise arising out of the Agreement and shall release the DEPARTMENT from any and all further claims of whatever nature, whether known or unknown for and on account of said Agreement, and for any and all work done, and labor and materials furnished, in connection with same.

ARTICLE X

MAINTENANCE OF CONTRACT COST RECORDS

The DESIGNATED AGENCY shall maintain all books, documents, papers, accounting records, and other evidence pertaining to costs incurred on the PROJECT and shall make material available at all reasonable times during this period of the Agreement, and for three years from the date of final payment under the Agreement, for inspection by the DEPARTMENT, and the Federal Highway Administration and any reviewing agencies, and copies thereof shall be furnished upon request.

The DESIGNATED AGENCY shall certify that items of equipment included in direct costs have been excluded from the indirect costs.

The DESIGNATED AGENCY agrees that the provisions of this Article shall be included in any contracts it may make with any subcontractor, assignee, or transferee.

ARTICLE XI

SUBCONTRACTS, ASSIGNMENT, OR TRANSFER

It is understood by the parties to this Agreement that the work of the DESIGNATED AGENCY is considered personal by the DEPARTMENT. The DESIGNATED AGENCY agrees not to assign, sublet, or transfer any or all of its interest in the Agreement without prior written approval of the DEPARTMENT and the Federal Highway Administration. The DESIGNATED AGENCY also agrees that all subcontracts shall be subject to the provisions contained in this Agreement. The DESIGNATED AGENCY also agrees that any subcontracts exceeding \$10,000 in cost shall contain all the required provisions of this Agreement. All consultants hired by the DESIGNATED AGENCY shall be on the DEPARTMENT'S pre-qualified consultants list.

ARTICLE XII
USE OF DOCUMENTS

The DESIGNATED AGENCY agrees that all reports, drawings, studies, specifications, estimates, maps, computations, and other data, prepared by or for it under the terms of this Agreement shall be made available to the DEPARTMENT and the Federal Highway Administration at all reasonable times during the period of the Agreement and upon termination or completion of the work. The DEPARTMENT shall have the right to use same without restriction or limitation and without compensation to the DESIGNATED AGENCY other than that provided for in this Agreement.

ARTICLE XIII
TERMINATION

The DEPARTMENT reserves the right to terminate this Agreement at any time for just cause, or for any cause, upon 30 days written notice to the DESIGNATED AGENCY, notwithstanding any just claims by the DESIGNATED AGENCY for payment of services rendered prior to the date of termination.

Should the work under this Agreement be terminated by the DEPARTMENT pursuant to this Article, final payment to the DESIGNATED AGENCY shall be made in the amount of sums earned, less previous partial payments. Any work elements that are incomplete by the termination date shall be reimbursed based upon the percentage of work completed for said work element(s).

ARTICLE XIV
PUBLISHED REPORTS

It is agreed that articles, papers, bulletins, data, studies, statistics, interim or final reports, oral transmittals or any other materials reporting the plans, progress, analyses, results, or findings of work conducted under this Agreement shall not be presented publicly or published without prior written approval by the DEPARTMENT.

It is further agreed that all published reports shall include a disclaimer provision on the cover or title page in the following form:

"The opinions, findings, and conclusions in this publication are those of the author(s) and not necessarily reflect the official views or policies of those of the Department of Transportation, State

of Georgia, or the Federal Highway Administration. This publication does not constitute a standard, specification, or regulation."

All reports published by the DESIGNATED AGENCY shall contain a credit reference to the Federal Highway Administration such as: "Prepared in cooperation with the Department of Transportation, State of Georgia, and the Federal Highway Administration."

It is further agreed that any information concerning the PROJECT, its conduct, results or data gathered or processed shall not be released other than as required under the Georgia Open Records Act, O.C.G.A. § 50-18-70, et seq. Any request directed to the DESIGNATED AGENCY pursuant to the Georgia Open Records Act, for documents or information that are either received or maintained by the DESIGNATED AGENCY in the performance of the work under this Contract, for or on behalf of the DEPARTMENT, shall be released pursuant to the provisions of the Act. Further, the DESIGNATED AGENCY agrees to consult with the DEPARTMENT prior to releasing the requested documents, where required by the DEPARTMENT.

ARTICLE XV COPYRIGHTING

The DESIGNATED AGENCY shall be free to copyright material developed under this Agreement with the provisions that the DEPARTMENT and the Federal Highway Administration reserve a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, the work for government purposes.

ARTICLE XVI COVENANT AGAINST CONTINGENT FEES

The DESIGNATED AGENCY shall comply with all relevant federal, state and local laws. The DESIGNATED AGENCY warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the DESIGNATED AGENCY, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the DESIGNATED AGENCY, any fee, commission, percentage, brokerage fee, gifts or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the DEPARTMENT shall have the right

to annul this Agreement without liability or, at 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.

ARTICLE XVII
CONTRACT DISPUTES

This Agreement shall be deemed to have been executed in Fulton County, Georgia, and all questions of interpretation and construction shall be governed by the laws of the State of Georgia.

ARTICLE XVIII
COMPLIANCE WITH APPLICABLE LAW

- A. The undersigned certify that the provisions of the Official Code of Georgia Annotated (“O.C.G.A.”), Sections 45-10-20 through 45-10-28, relating to conflict of interest, have been complied with in full.
- B. It is further agreed that the DESIGNATED AGENCY shall comply with and shall require its subcontractors to comply with the regulations for compliance with Title VI of the Civil Rights Act of 1964 as amended, and 23 C.F.R. Part 200 as stated in **Appendix A, “Notice of Contractors, Compliance with Title VI of the Civil Rights Act of 1964”**, of this Agreement.
- C. It is further agreed that and certified by the DESIGNATED AGENCY that neither it nor any of its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any State or Federal department or agency, and is eligible to receive the Federal funding assistance provided for in this Agreement, as provided for in **Appendix B, “Certification Regarding Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters”**.
- D. It is further agreed that and certified by the DESIGNATED AGENCY that the provisions of the O.C.G.A §§ 50-24-1 through 50-24-6, relating to the "Drug-Free Workplace Act", have been complied with in full as stated in **Appendix C, “Drug-Free Workplace Certificate”**.
- E. It is further agreed that and certified by the DESIGNATED AGENCY that the provisions of the O.C.G.A § 13-10-91, relating to the “Georgia Security and Immigration Compliance Act” have been complied with in full as stated in **Appendix D, “Georgia Security and Immigration Compliance Act Affidavit”**.

- F. It is further agreed and certified that, pursuant to O.C.G.A § 50-5-85, the DESIGNATED AGENCY is not currently engaged in and agrees that for the duration of this Agreement, it will not engage in a boycott of Israel.
- G. The covenants herein contained, shall except as otherwise provided, accrue to the benefit of and be binding upon the successors and assigns of the parties hereto.

ARTICLE XIX
AUDITS OF COST RECORDS

The DEPARTMENT shall have the right to perform an audit of all documents and records pertaining to costs incurred on this PROJECT for a period of three (3) years after the final payment under Article IX is made by the DEPARTMENT to the DESIGNATED AGENCY under this Agreement. If requested, the DESIGNATED AGENCY shall assist in making the result of the audit performed pursuant to 2 C.F.R. Part 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” available to the DEPARTMENT. To the extent such audit is applicable, the DEPARTMENT, in its sole discretion, may agree to accept the Single Audit in lieu of its audit as herein allowed. Further, the DESIGNATED AGENCY agrees to reimburse the DEPARTMENT for the DEPARTMENT's share of any and all costs disallowed as a result of either the Single Audit or by the audit allowed hereunder by the DEPARTMENT.

ARTICLE XX
INSURANCE

The DESIGNATED AGENCY shall provide insurance under this Agreement as follows:

1. It is understood that the DESIGNATED AGENCY (*complete the applicable statement*):
 - shall, obtain coverage from DESIGNATED AGENCY’s private insurance company or cause DESIGNATED AGENCY’S consultant/contractor to obtain coverage.
 - OR
 - is self-insured.

Prior to beginning the work, DESIGNATED AGENCY shall furnish to the DEPARTMENT, a copy of the certificates and the endorsement page for the minimum

amounts of insurance indicated below in this Article XX (Insurance) of the Agreement.

2. Minimum Amounts. The following minimum amount of insurance from insurers rated at least A- by A. M. Best's and registered to do business in the State of Georgia:
 - a) Commercial General Liability Insurance of at least \$1,000,000 per occurrence \$3,000,000 aggregate, including Automobile Comprehensive Liability Coverage with bodily injury in the minimum amount of \$1,000,000 combined single limits each occurrence. DEPARTMENT shall be named as an additional insured and a copy of the policy endorsement shall be provided with the insurance certificate.
 - b) Workmen's Compensation Insurance, in accordance with the laws of the State of Georgia.
 - c) Professional Liability (Errors and Omissions) Insurance with limits of at least:
 - i. For Professionals – \$1,000,000 per claim and \$1,000,000 in aggregate coverage;
 - ii. For Sub-consultant Engineers and Architects – \$1,000,000 per claim and \$1,000,000 in aggregate coverage;
 - iii. For Other Consultants – \$1,000,000 per claim and \$1,000,000 in aggregate coverage.
 - iv. Professional liability insurance that shall be either a practice policy or project-specific coverage. Professional liability insurance shall contain prior acts coverage for services performed for this PROJECT. If project-specific coverage is used, these requirements shall be continued in effect for two years following final completion for the PROJECT.
- A. The above-listed insurance coverages shall be maintained in full force and effect for the entire term of the Agreement.
- B. The insurance certificate must provide the following:
- i. Name, address, signature and telephone number of authorized agents.
 - ii. Name and address of insured.
 - iii. Name of Insurance Company.
 - iv. Description of coverage in standard terminology.

- v. Policy number, policy period and limits of liability.
- vi. Name and address of DEPARTMENT as certificate holder.
- vii. Thirty (30) day notice of cancellation.
- viii. Details of any special policy exclusions.

C. Waiver of Subrogation: There is no waiver of subrogation rights by either party with respect to insurance.

D. If and to the extent such damage or loss (including costs and expenses) as covered by this indemnification set forth herein is paid by the State Tort Claims Trust Fund, the State Authority Liability Trust Fund, the State Employee Broad Form Liability Fund, the State Insurance and Hazard Reserve Fund, and other self-insured funds established and maintained by the State of Georgia Department of Administrative Services Risk Management Division or any successor agency (all such funds hereinafter collectively referred to as the "Funds"), in satisfaction of any liability, whether established by judgment or settlement, the DESIGNATED AGENCY and its consultant/contractor agrees to reimburse the Funds for such monies paid out by the Funds.

IN WITNESS WHEREOF, said parties have hereunto set their hands and affixed their seals the day and year above first written.

**GEORGIA DEPARTMENT OF
TRANSPORTATION**

**Columbus Consolidated Government as
Designated Metropolitan Planning
Organization Responsible for the
Columbus-Phenix City**

Commissioner

Executive Director

ATTEST:

IN THE PRESENCE OF:

Treasurer

Witness

Signed, Sealed and Delivered

This ____ day of _____, _____
in the presence of:

NOTARY PUBLIC

I attest that the corporate seal attached to this Document is in fact the seal of the Corporation executing this Document does in fact occupy the official position indicated and is duly authorized to execute such document on behalf of this Corporation.

ATTEST:

Federal Employee Tax No.

**EXHIBIT A
CERTIFICATION OF DESIGNATED AGENCY**

I hereby certify that I am the _____ and duly authorized representative of the Columbus Consolidated Government as Designated Metropolitan Planning Organization Responsible for the Columbus-Phenix City, whose address **P.O. Box 1340, Columbus Georgia, 31902 -1340**, and that neither I nor the entity I here represent has:

- (a) Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above commission to solicit or secure the Agreement.
- (b) Agreed, as an express or implied condition for obtaining this Agreement, to employ or retain the services of any firm or person in connection with carrying out the Agreement, or
- (c) paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above commission) any fee, contribution, donation, or consideration of any kind, or in connection with, procuring or carrying out the Agreement; except as here expressly stated (if any):

I acknowledge that this certificate is to be furnished to the Georgia Department of Transportation and the Federal Highway Administration, U.S. Department of Transportation, in connection with the Agreement involving participation of Federal-Aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

(Date)

Signature of Authorized Representative

Type or Print Name

**EXHIBIT B
CERTIFICATION OF DEPARTMENT OF TRANSPORTATION
STATE OF GEORGIA**

I hereby certify that I am the COMMISSIONER of the Department of Transportation of the State of Georgia, and that the above **Columbus Consolidated Government in Exhibit A**, or its representative has not been required, directly, or indirectly, as an express or implied condition in connection with obtaining or carrying out this Agreement to:

- (a) Employ or retain, or agree to employ or retain, any firm or person, or
- (b) pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as here expressly stated (if any):

I acknowledge that this certificate is to be furnished the Federal Highway Administration, U. S. Department of Transportation, in connection with this Agreement involving participation of Federal-Aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

(Date)

Commissioner

EXHIBIT C
Federal Award Identification
Required Elements

Federal Award Identification:

1. Sub-recipient Name: Columbus Consolidated Government
2. Sub-recipient's DUNS Number (Data Universal Numbering System, required under 2 CFR § 200.32):
3. Federal Award Identification Number: 0020246
4. Federal Award Date (2 CFR 200.39, date when the federal award is signed by the federal awarding agency): 06/27/2024
5. Sub-award Period of Performance start and end date: 07/01/2024 to 06/30/2025
6. Amount of federal funds obligated by this action: \$8,696.12
7. Total amount of the federal funds obligated to sub-recipient: \$8,696.12
8. Total Amount of the federal award: \$8,696.12
9. Federal Award Project Description (as required under the Federal Funding Accountability and Transparency Act): METROPOLITAN TRANSPORTATION PLANNING SERVICES CONTACT for Columbus-Phenix City Metropolitan Planning Organization – FY 25
10. Name of Federal Awarding Agency: Federal Highway Administration, Pass through entity: Georgia Department of Transportation's Office of Planning, contact information for the awarding official: FHWA Georgia Division, 61 Forsyth Street, Suite 17T100., Atlanta, GA 30303
11. CFDA Number and Name: 20.205
12. Is this a Research and Development Project? No
13. Indirect cost rate if used (2C.F.R. § 200.414): 4.68%

EXHIBIT D

Work Program, Fiscal Year 2025

TASK - SAFE & ACCESSIBLE TRANSPORTATION OPTIONS (Y410)
Sub-element:

OBJECTIVE

Increase safe and accessible options for multiple travel modes for people of all ages and abilities.

PREVIOUS WORK

New Task

PROJECT DESCRIPTION

Incorporate standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.

PRODUCT

Complete Streets standards and policies.

TARGET START AND END DATES	July 1, 2024 – June 20, 2025	LEAD AGENCY	C-PCTS
-----------------------------------	------------------------------	--------------------	--------

FUNDING SOURCE	AMOUNT
FHWA (GA)	\$ 8,696.12
FHWA (AL)	\$ 2,267.10
STATE	\$ 0.00
LOCAL	\$ 0.00
TOTAL	\$10,963.22

EXHIBIT E
BUDGET ESTIMATE
FISCAL YEAR 2025

FISCAL YEAR 2025 SOURCE OF FUNDS

June 6, 2024

*The FHWA PL and FTA Planning funds have been consolidated into PL category for Alabama

WORK ELEMENTS	GEORGIA						ALABAMA						GRAND TOTAL			
	SPR (GADOT)		PL (MPO)		SEC 5303 (METRA)		SEC 5307 (METRA)		SPR (ALDOT)		PL (MPO)					
	FHWA	GADOT MATCH	FHWA	GADOT MATCH	COL. MATCH	FTA	GADOT MATCH	COL. MATCH	FTA	GADOT MATCH	COL. MATCH	FTA		GADOT MATCH	P.C. MATCH	
ADMINISTRATION																
1.2 Operations and Administration	0.00	0.00	100,163.66	0.00	25,040.90							0.00	0.00	46,487.25	11,622.46	183,314.27
1.3 Training and Employee Education	0.00	0.00	10,851.20	0.00	2,712.80							0.00	0.00	3,055.00	763.75	17,382.75
1.6 Unified Planning Work Program	0.00	0.00	10,851.20	0.00	2,712.80							0.00	0.00	5,554.00	1,288.50	20,406.50
1.7 Quarterly and Annual Reports	0.00	0.00	6,507.50	0.00	1,626.88							0.00	0.00	1,527.00	381.75	10,043.13
Subtotal	0.00	0.00	128,373.56	0.00	32,093.38							0.00	0.00	56,623.25	14,066.46	231,146.65
PUBLIC INVOLVEMENT																
2.1 Community Outreach/Education	0.00	0.00	5,036.48	0.00	1,259.13							0.00	0.00	0.00	0.00	6,295.61
2.2 Environmental Justice/Title VI	0.00	0.00	3,036.48	0.00	759.12							0.00	0.00	0.00	0.00	3,795.60
2.3 Public Involvement Plan	0.00	0.00	9,116.16	0.00	2,279.04							0.00	0.00	1,550.00	387.50	13,332.70
Subtotal	0.00	0.00	17,189.12	0.00	4,297.29							0.00	0.00	1,550.00	387.50	23,423.91
DATA COLLECTION																
3.1 Socio-Economic Data	0.00	0.00	3,036.48	0.00	759.12							0.00	0.00	1,550.00	387.50	5,733.10
3.4 Trans. Analysis, Models & Surveys	0.00	0.00	21,614.70	0.00	5,403.67							0.00	0.00	3,055.20	763.80	30,837.37
Subtotal	0.00	0.00	24,651.18	0.00	6,162.79							0.00	0.00	4,605.20	1,151.30	36,670.47
SYSTEM PLANNING																
4.1 Congestion Management	0.00	0.00	18,168.96	0.00	4,542.24							0.00	0.00	1,528.00	382.00	24,621.20
4.2 Air Quality Technical Studies	0.00	0.00	0.00	0.00	0.00							0.00	0.00	0.00	0.00	0.00
4.5 Bicycle - Pedestrian Planning	0.00	0.00	24,432.17	0.00	6,108.04							0.00	0.00	6,665.20	1,666.30	36,871.71
4.7 GIS Development	0.00	0.00	22,873.90	0.00	5,718.48							0.00	0.00	4,665.20	1,166.30	34,423.86
4.11 Metropolitan Transportation Plan	0.00	0.00	41,527.60	0.00	10,381.90							0.00	0.00	2,284.55	571.13	54,765.18
4.12 Trans. Improvement Program	0.00	0.00	37,688.79	0.00	9,422.19							0.00	0.00	10,533.60	2,733.41	60,377.99
4.13 Special Trans. Studies & Projects	0.00	0.00	24,243.93	0.00	6,060.99							0.00	0.00	20,000.00	5,000.00	55,304.92
Subtotal	0.00	0.00	168,935.35	0.00	42,233.84							0.00	0.00	45,676.55	11,519.14	268,364.88
TRANSIT SERVICE PLANNING																
5.1 Prepare & Administer Grants									151,200.00							189,000.00
5.2 DBE									12,600.00							15,750.00
5.3 Transit MIS						0.00	155,999.00	17,333.00	75,600.00							267,832.00
5.4 Training & Conferences									12,600.00							15,750.00
5.5 Phenix City Transit Planning														331,751.00	7,938.00	39,689.00
Subtotal			0.00	0.00	0.00	0.00	155,999.00	17,333.00	252,000.00	0.00	63,000.00			31,751.00	7,938.00	528,021.00
GRAND TOTAL	0.00	0.00	339,149.21	0.00	84,787.30		0.00	155,999.00	252,000.00	0.00	63,000.00		0.00	140,206.00	35,052.40	1,087,526.91

Y410 - Safe & Accessible Transportation - Complete Streets	\$0.00	\$0.00	\$8,696.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,267.10	\$0.00	\$10,963.22
P.I. 0019628 - 2050 MTP with a Freight Component & 2023 CMP	\$0.00	\$0.00	\$320,000.00	\$0.00	\$80,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400,000.00

70-A

EXHIBIT F

SCHEDULE

FISCAL YEAR 2025

Schedule of Activities:

2024						2025					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
X	X	X	X	X	X	X	X	X	X	X	X

TARGET START AND END DATES	7/01/24-6/30/25	LEAD AGENCY	MPO
-----------------------------------	-----------------	--------------------	-----

**APPENDIX A
NOTICE OF CONTRACTORS
COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACTS OF 1964
AS AMENDED BY THE CIVIL RIGHTS RESTORATION ACT OF 1987
FOR FEDERAL-AID CONTRACTS**

During the performance of this Contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

(1) **Compliance with Regulations:** The Contractor will comply with the Regulations of the U.S. Department of Transportation relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (Title 49, Code of Federal Regulations, Part 21, hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

(2) **Nondiscrimination:** The Contractor, with regard to the work performed by it after award and prior to completion of contract work, will not discriminate on the ground of race, color, national origin or sex in the selection and retention of subcontractors including procurement of materials and leases of equipment. The Contractor will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program, set forth in Appendix B of the Regulations. In addition, the Contractor will not participate either directly or indirectly in the discrimination prohibited by 23 CFR 200 (b).

(3) **Solicitations for Subcontracts, Including Procurement of Materials and Equipment:** In all solicitations, either by competitive bidding or negotiations made by the Contractor for work to be performed under a subcontract, including procurement of materials or equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the ground of race, color, national origin or sex.

(4) **Information and Reports:** The Contractor will provide all information and reports required by the Regulations, to permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the Department of Transportation or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to the DEPARTMENT, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

(5) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the DEPARTMENT shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to,

- (a) withholding of payments to the Contractor under the contract until the Contractor complies, and/or
- (b) cancellation, termination or suspension of the contract, in whole or in part.

(6) **Incorporation of Provisions:** The Contractor will include the provision of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, order, or instructions issued pursuant thereto. The Contractor will take such action with respect to any subcontract or procurement as the DEPARTMENT or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request the State to enter into such litigation to protect the interests of the State, and in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

APPENDIX B

CERTIFICATION FOR STATE REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS - PRIMARY COVERED TRANSACTIONS

The Columbus Consolidated Government as Designated Metropolitan Planning Organization Responsible for the Columbus-Phenix City, as an Applicant for a Federal PL Fund grant or cooperative agreement, certifies to the best of its knowledge and belief, that its principals:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;
- (2) Have not within a three year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State, or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
- (4) Have not within a three year period preceding this application/proposal had one or more public transactions (Federal, State or Local) terminated for cause or default.

Where the State is unable to certify to any of the statements in this certification with respect to its principals, the State shall attach an explanation to this proposal.

THE COLUMBUS CONSOLIDATED GOVERNMENT AS DESIGNATED METROPOLITAN PLANNING ORGANIZATION RESPONSIBLE FOR THE COLUMBUS-PHENIX CITY MPO CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE CONTENTS OF THE STATEMENTS SUBMITTED ON OR WITH THIS CERTIFICATION AND UNDERSTANDS THAT THE PROVISIONS OF 31 U.S.C. SECTIONS 3801 ET SEC. ARE APPLICABLE THERETO.

Authorized Official

Executive Director

Date

APPENDIX C
CERTIFICATION OF CONSULTANT
DRUG-FREE WORKPLACE

I hereby certify that I am a principal and duly authorized representative of Columbus Consolidated Government as Designated Metropolitan Planning Organization Responsible for the Columbus-Phenix Citym whose address is **P.O. Box 1340, Columbus Georgia, 31902 -1340** and it is also certified that:

- (1) The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Work Place Act", have been complied with in full; and
- (2) A drug-free workplace will be provided for the consultant's employees during the performance of the contract; and
- (3) Each subcontractor, if any, hired by the DESIGNATED AGENCY shall be required to ensure that the subcontractor's employees are provided a drug-free workplace. The DESIGNATED AGENCY shall secure from that subcontractor the following written certification:

"As part of the subcontracting agreement with the **Columbus Consolidated Government** certifies that a drug free workplace will be provided for the subcontractor's employees during the performance of this contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3", and

- (4) It is certified that the undersigned will not engage in unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the contract.

Date

Executive Director

APPENDIX D--GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

Name of Contracting Entity: Columbus Consolidated Government as Designated Metropolitan Planning Organization Responsible for the Columbus-Phenix City
Contract No. and Name: METROPOLITAN TRANSPORTATION PLANNING SERVICES
CONTRACT 48400-415-IGDPL2500403

By executing this affidavit, the undersigned person or entity verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or entity which is contracting with the Georgia Department of Transportation has registered with, is authorized to participate in, and is participating in the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

The undersigned person or entity further agrees that it will continue to use the federal work authorization program throughout the contract period, and it will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the undersigned with the information required by O.C.G.A. § 13-10-91(b).

The undersigned person or entity further agrees to maintain records of such compliance and provide a copy of each such verification to the Georgia Department of Transportation within five (5) business days after any subcontractor is retained to perform such service.

E-Verify / Company Identification Number

Signature of Authorized Officer or Agent

Date of Authorization

Printed Name of Authorized Officer or Agent

Title of Authorized Officer or Agent

Date

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

____ DAY OF _____, 20__

Notary Public

[NOTARY SEAL]

My Commission Expires: _____

File Attachments for Item:

3. TIA 1 Agreement for METRA

Approval is requested to execute and enter into a contractual agreement with the Georgia Department of Transportation (GDOT) to receive TIA 1 funds available in METRA project PI# 0011435 in the amount of \$3,500,000 or as otherwise made available in a supplemental agreement with GDOT. This agreement is drafted and proposed by GDOT.

**Columbus Consolidated Government
Council Meeting Agenda Item**

Item #3.

TO:	Mayor and Councilors
AGENDA SUBJECT:	TIA 1 Agreement for METRA
AGENDA SUMMARY:	Approval is requested to execute and enter into a contractual agreement with the Georgia Department of Transportation (GDOT) to receive TIA 1 funds available in METRA project PI# 0011435 in the amount of \$3,500,000 or as otherwise made available in a supplemental agreement with GDOT. This agreement is drafted and proposed by GDOT.
INITIATED BY:	Department of Transportation/METRA

Recommendations: Approval is requested to execute and enter into a contractual agreement with the Georgia Department of Transportation (GDOT) to receive TIA 1 funds available in METRA project PI# 0011435 in the amount of \$3,500,000 or as otherwise made available in a supplemental agreement with GDOT. This agreement is drafted and proposed by GDOT.

Background: On July 31, 2012, the citizens of the River Valley Special District, under the Transportation Investment Act (TIA) of 2010, approved by referendum a Transportation Special Purpose Local Option Sales Tax (TSPLOST) to fund transportation needs in the sixteen-county region which includes Columbus. METRA Project PI# 0011435 was among eight (8) projects approved in the amount of \$22,400,000.00.

The original agreement with GDOT has expired and an extension of that agreement is not possible. GDOT has drafted and proposed a new agreement for the remaining TIA 1 balance for this project in the amount of \$3,500,000 or as otherwise made available by GDOT through a supplemental agreement.

Analysis: By approving this request, the City will be able to execute a new contractual agreement with the Georgia Department of Transportation (GDOT) to continue using TIA 1 funding available in METRA Project PI# 0011435 in the amount of \$3,500,000 or as otherwise made available by GDOT in a supplemental agreement.

Financial Considerations: METRA relies on funding generated by TSPLOST to supplement day-to-day transit service and to fund capital projects and items in accordance with the terms of the TIA program as administered through GDOT. There is no local match required.

Legal Considerations: This project is funded by the Transportation Local Option Sales Tax (TSPLOST) in an amount of \$3,500,000.00, or as otherwise made available in a supplemental agreement with GDOT and in accordance with the terms of the TIA program.

Recommendation/Action: Approval is requested to execute and enter into a contractual agreement with the Georgia Department of Transportation (GDOT) to receive TIA 1 funds available in METRA project PI# 0011435 in the amount of \$3,500,000 or as otherwise made available by GDOT through a supplemental agreement. This agreement is drafted and proposed by GDOT.

A RESOLUTION AUTHORIZING THE CITY TO EXECUTE AND ENTER INTO A CONTRACTUAL AGREEMENT WITH THE GEORGIA DEPARTMENT OF TRANSPORTATION (GDOT) TO RECEIVE REMAINING TIA 1 FUNDS AVAILABLE IN METRA PROJECT PI# 0011435 IN THE AMOUNT OF \$3,500,000 OR AS OTHERWISE MADE AVAILABLE BY GDOT IN A SUPPLEMENTAL AGREEMENT.

WHEREAS, On July 31, 2012, the citizens of the River Valley Special District under the Transportation Investment Act (TIA) of 2010, approved by referendum a Transportation Special Purpose Local Option Sales Tax (TSPLOST) to fund transportation needs in the sixteen-county region which includes Columbus; and,

WHEREAS, METRA Project PI# 0011435 was among eight (8) projects approved in the amount of \$22,400,000.00; and,

WHEREAS, the original agreement with GDOT has expired and an extension of that agreement is not possible; and,

WHEREAS, a new contractual agreement with the Georgia Department of Transportation (GDOT) is needed to continue using TIA 1 funding available in METRA Project PI# 0011435 in the amount of \$3,500,000 or as otherwise made available by GDOT in a supplemental agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF COLUMBUS, GEORGIA, AS FOLLOWS:

That the City is hereby authorized to execute and enter into a contractual agreement with the Georgia Department of Transportation (GDOT) to receive remaining TIA 1 funds available in METRA project PI# 0011435 in the amount of \$3,500,000 or as otherwise made available by GDOT in a supplemental agreement.

Introduced at a regular meeting of the Council of Columbus, Georgia held on the _____ day of _____ 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Chambers voting _____.
- Councilor Cogle voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor Hickey voting _____.
- Councilor Huff voting _____.
- Councilor Thomas voting _____.
- Councilor Tucker voting _____.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

4. American Rescue Plan – Public Safety Project Reallocation

Approval is requested to authorize the reallocation of available American Rescue Plan funding to the Fire/EMS Department for one ambulance and Fire/EMS Mobile Integrated Healthcare Program for \$545,145.90 and Columbus Police Department IBIS overage for \$7,297 and Columbus Police Department equipment for \$292,703.

**Columbus Consolidated Government
Council Meeting Agenda Item**

Item #4.

TO:	Mayor and Councilors
AGENDA SUBJECT:	American Rescue Plan – Public Safety Project Reallocation
AGENDA SUMMARY:	Approval is requested to authorize the reallocation of available American Rescue Plan funding to the Fire/EMS Department for one ambulance and Fire/EMS Mobile Integrated Healthcare Program for \$545,145.90 and Columbus Police Department IBIS overage for \$7,297 and Columbus Police Department equipment for \$292,703.
INITIATED BY:	City Manager’s Office

Recommendation: Approval is requested to authorize the reallocation of available American Rescue Plan funding to the Fire/EMS Department for one ambulance and Fire/EMS Mobile Integrated Healthcare Program for \$545,145.90 and Columbus Police Department IBIS overage for \$7,297 and Columbus Police Department equipment for \$292,703.

Background: The American Rescue Plan Act of 2021 was signed into law on March 11, 2021. It was \$1.9 trillion for economic relief from the devastating economic and health effects of the COVID-19 pandemic. Funding was provided directly to states and local governments. The amount allocated to the City of Columbus/Muscogee County was \$78,482,038. The initial allocation is 50% or \$39,241,019. This amount includes the city allocation of \$20,228,102.50 received on June 7, 2021, and the county allocation of \$19,012,916.50 received on June 14, 2021. The second allocation is \$39,241,019. The amount includes the city allocation of \$20,228,102.50 received on June 9, 2022, and the county allocation of \$19,012,916.50 received on June 16, 2022.

Analysis: The U. S. Treasury issued a Final Rule (IFR) on January 6, 2022, which outlines how the eligible uses of the funds under the Coronavirus State and Local Recovery Funds (SLFRF). Eligible costs must be incurred between March 3, 2021, and December 31, 2024, and expended by December 31, 2026. The eligible uses include responding to the public health emergency with respect to COVID-19 or its negative economic impacts, responding to working performing essential work, revenue replacement for the government, and investments in water, sewer, or broadband infrastructure. The following projects were not implemented and are available for reallocation to eligible projects:

- Gun Buyback Program = \$300k
 - Reallocate to Columbus Police Department IBIS overage \$7,297
 - Reallocate to Columbus Police Department Equipment \$292,703
- Mental Health Training/Intervention = \$545,145.90
 - Reallocate to one ambulance and Fire/EMS Mobile Integrated Healthcare Program

Financial Considerations: Available funding remains in projects that were not implemented and need to be reallocated to eligible projects.

Item #4.

Legal Considerations: The City Attorney will review all agreements prior to obtaining the City Manager's signature.

Recommendation/Action: Approval is requested to authorize the reallocation of available American Rescue Plan funding to the Fire/EMS Department for one ambulance and Fire/EMS Mobile Integrated Healthcare Program for \$545,145.90 and Columbus Police Department IBIS overage for \$7,297 and Columbus Police Department equipment for \$292,703.

A RESOLUTION AUTHORIZING THE REALLOCATION OF AVAILABLE AMERICAN RESCUE PLAN FUNDS TO ELIGIBLE PROJECTS.

WHEREAS, the American Rescue Plan (ARP) was signed into law on March 11, 2021; and,

WHEREAS, \$1.9 trillion for economic relief from the devastating economic and health effects of the COVID-19 pandemic was funded; and,

WHEREAS, local and state governments were allocated funding through the ARP; and,

WHEREAS, the Columbus Consolidated Government was allocation \$78,482,038 of which \$40,456,205 is the city allocation and \$38,025,833 is the county; and,

WHEREAS, the CCG has identified the following funding available from projects that were not implemented:

- Mental Health Training/Intervention = \$545,145.90
- Gun Buyback Program = \$300k

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF COLUMBUS, GEORGIA, AS FOLLOWS:

To authorize the reallocation of available American Rescue Plan funding to the Fire/EMS Department for one ambulance and Fire/EMS Mobile Integrated Healthcare Program for \$545,145.90 and Columbus Police Department IBIS overage for \$7,297 and Columbus Police Department equipment for \$292,703.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen voting _____.

Councilor Chambers voting _____.

Councilor Cogle voting _____.

Councilor Crabb voting _____.

Councilor Davis voting _____.

Councilor Garrett voting _____.

Councilor Hickey voting _____.

Councilor Huff voting _____.

Councilor Thomas voting _____.

Councilor Tucker voting _____.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

5. American Rescue Plan – Project Reallocation

Approval is requested to authorize the reallocation of available American Rescue Plan funding to the Liberty Theatre HVAC project for \$600,000 for a total allocation of \$950k and the Trade Center HVAC project for \$350,000 for a total allocation of \$2.6 million and to authorize an additional \$600k from the General Fund Reserves for the HARP program.

**Columbus Consolidated Government
Council Meeting Agenda Item**

Item #5.

TO:	Mayor and Councilors
AGENDA SUBJECT:	American Rescue Plan – Project Reallocation
AGENDA SUMMARY:	Approval is requested to authorize the reallocation of available American Rescue Plan funding to the Liberty Theatre HVAC project for \$600,000 for a total allocation of \$950k and the Trade Center HVAC project for \$350,000 for a total allocation of \$2.6 million and to authorize an additional \$600k from the General Fund Reserves for the HARP program.
INITIATED BY:	City Manager’s Office

Recommendation: Approval is requested to authorize the reallocation of available American Rescue Plan funding to the Liberty Theatre HVAC project for \$600,000 for a total allocation of \$950k and the Trade Center HVAC project for \$350,000 for a total allocation of \$2.6 million and to authorize an additional \$600k from the General Fund Reserves for the HARP program.

Background: The American Rescue Plan Act of 2021 was signed into law on March 11, 2021. It was \$1.9 trillion for economic relief from the devastating economic and health effects of the COVID-19 pandemic. Funding was provided directly to states and local governments. The amount allocated to the City of Columbus/Muscogee County was \$78,482,038. The initial allocation is 50% or \$39,241,019. This amount includes the city allocation of \$20,228,102.50 received on June 7, 2021, and the county allocation of \$19,012,916.50 received on June 14, 2021. The second allocation is \$39,241,019. The amount includes the city allocation of \$20,228,102.50 received on June 9, 2022, and the county allocation of \$19,012,916.50 received on June 16, 2022.

Analysis: The U. S. Treasury issued a Final Rule (IFR) on January 6, 2022, which outlines how the eligible uses of the funds under the Coronavirus State and Local Recovery Funds (SLFRF). Eligible costs must be incurred between March 3, 2021, and December 31, 2024, and expended by December 31, 2026. The eligible uses include responding to the public health emergency with respect to COVID-19 or its negative economic impacts, responding to working performing essential work, revenue replacement for the government, and investments in water, sewer, or broadband infrastructure. The following projects were not implemented and are available for reallocation to eligible projects:

- Substance Abuse Treatment Services = \$750k
- Land Acquisition Cemetery = \$200k
 - Reallocate \$600k to Liberty Theatre HVAC
 - Reallocate \$350k to Trade Center HVAC

The Liberty Theatre allocation will be increased from \$350k to \$950k based on the current plan to replace the system by the city’s on-call contractor, Prime Contractors, Inc. after the roof is replaced and any hazardous materials are removed from the building. The replacement of the HVAC will provide the necessary improvements to prevent the control the air quality in the building. The timeline for replacement is 100 days.

The City desires for provide the Homeowner Accessibility Rehabilitation Program (HARP) with additional funding to make further impact the number of residents served.

Item #5.

Financial Considerations: Available funding remains in projects that were not implemented and need to be reallocated to eligible projects.

Legal Considerations: The City Attorney will review all agreements prior to obtaining the City Manager's signature.

Recommendation/Action: Approval is requested to authorize the reallocation of available American Rescue Plan funding to the Liberty Theatre HVAC project for \$600,000 for a total allocation of \$950k and the Trade Center HVAC project for \$350,000 for a total allocation of \$2.6 million and to authorize an additional \$600k from the General Fund Reserves for the HARP program.

A RESOLUTION AUTHORIZING THE REALLOCATION OF AVAILABLE AMERICAN RESCUE PLAN FUNDS TO ELIGIBLE PROJECTS.

WHEREAS, the American Rescue Plan (ARP) was signed into law on March 11, 2021; and,

WHEREAS, \$1.9 trillion for economic relief from the devastating economic and health effects of the COVID-19 pandemic was funded; and,

WHEREAS, local and state governments were allocated funding through the ARP; and,

WHEREAS, the Columbus Consolidated Government was allocation \$78,482,038 of which \$40,456,205 is the city allocation and \$38,025,833 is the county; and,

WHEREAS, the CCG has identified the following funding available from projects that were not implemented, and,

- Substance Abuse Treatment Services = \$750k
- Land Acquisition Cemetery = \$200k

WHEREAS, the CCG desires to expand the Homeowner Accessibility Rehabilitation Program (HARP) with an additional allocation of \$600k in order to service more residents.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF COLUMBUS, GEORGIA, AS FOLLOWS:

To authorize the reallocation of available American Rescue Plan funding to the Liberty Theatre HVAC project for \$600,000 for a total allocation of \$950k and the Trade Center HVAC project for \$350,000 for a total allocation of \$2.6 million and to authorize an additional \$600k from the General Fund Reserves for the HARP program.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen voting
Councilor Chambers voting
Councilor Cogle voting

Councilor Crabb voting _____.
Councilor Davis voting _____.
Councilor Garrett voting _____.
Councilor Hickey voting _____.
Councilor Huff voting _____.
Councilor Thomas voting _____.
Councilor Tucker voting _____.

Item #5.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

6. Inclement Weather Policy for Pools

Approval is requested to accept the attached policy as the applicable policy for all public pools operated by the City.

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Inclement Weather Policy for Pools
AGENDA SUMMARY:	Approval is requested to accept the attached policy as the applicable policy for all public pools operated by the City.
INITIATED BY:	Parks and Recreation Department

Recommendation: Approval is requested to accept the attached policy as the applicable policy for all public pools operated by the City.

Background: The Georgia Department of Public Health regulations mandate that operators of public pools establish and adopt an inclement weather policy for the safety of bathers of said public pools.

Analysis: The Department of Parks and Recreation manages the City owned pools and has created the attached inclement weather policy through the application of established best practices in force in other jurisdictions. The department would also be responsible for enforcing the policy as needed.

Financial Considerations: There would be no financial considerations associated with the policy or its adoption..

Legal Considerations: Council is the approving authority for the adoption of all policies.

Recommendation/Actions: Council should review and discuss the policy then grant approval to adopt it as the applicable inclement weather policy for public pools.

A RESOLUTION

NO. _____

A RESOLUTION APPROVING THE PARKS AND RECREATION DEPARTMENT’S INCLEMENT WEATHER POLICY FOR CITY POOLS.

WHEREAS, the regulations of the Georgia Department of Public Health require that Management shall establish an inclement weather policy for the safety of the bathers; and,

WHEREAS, the Columbus Consolidated Government’s Department of Parks and Recreation manages several outdoor pools as well as the indoor pool at the Columbus Aquatic Center; and,

WHEREAS, the Director of the Parks and Recreation Department, in consultation with other Departments and the pool users, has prepared the attached updated version of its inclement weather policy which complies with all state requirements.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA HEREBY RESOLVES AS FOLLOWS:

This Council, having reviewed and discussed the attached policy, hereby approves its adoption as the applicable policy for all public pools operated by the City.

Introduced at a regular meeting of the Council of Columbus, Georgia held on the _____ day of _____ 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Chambers voting _____.
- Councilor Cogle voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor Hickey voting _____.
- Councilor Huff voting _____.
- Councilor Thomas voting _____.
- Councilor Tucker voting _____.

Sandra T. Davis, Clerk of Council

B.H. “Skip” Henderson III, Mayor



Quality People Providing Quality Service

Columbus, Georgia
Georgia's First Consolidated Government
 1111 1st Avenue
 Columbus, Georgia 31901



DEPARTMENT OF
 PARKS and RECREATION

Administrative Office
 Phone 706-225-4658

INCLEMENT WEATHER POLICY

At the Columbus Aquatic Center, the safety of members, program participants, and staff is our highest priority. After careful review and consideration of national statistics showing no injuries and/or deaths associated with the use of indoor swimming pools during thunderstorms where lightning is present in the area, we're updating our policy below. For outdoor pools, however, swimming during a thunderstorm is extremely dangerous. Lightning regularly strikes water, and since water conducts electricity, a nearby lightning strike is extremely probable.

INDOOR POOLS

The indoor pools and pool decks at the Columbus Aquatic Center will close when lightning or thunder is detected within 6 miles of the Columbus Aquatic Center unless the facility is closed to the general public and under the supervision of an entity sponsoring a special event and the conditions in the following paragraph are met.

During the use by any entity for any swim event where anyone other than a department or agency of the Columbus, Georgia Consolidated Government is hosting at the Columbus Aquatic Center, that organization (the Host) will be responsible for providing a copy of its own inclement weather policy which will be used during the event and will be responsible for the enforcement of that policy. The Host will also be responsible for providing a release which holds the Columbus Consolidated Government, as well as all of its administrators, directors, agents, officers, members, volunteers, and employees harmless for any liability claim arising out of the event, and the Host will provide a certificate of liability insurance in an amount satisfactory to the City's Finance Director with the Columbus Consolidated Government named as an additional insured for the event. If a copy of the applicable policy and the required certificate of insurance are not provided by the Host, the Columbus Aquatic Center will follow its policy of closing when lightning or thunder is detected within 6 miles of the Columbus Aquatic Center.

Indoor pools will close immediately when a tornado warning has been issued in the area. All users and staff will receive instructions for the safest location inside the facility while the area is under a tornado warning. Once the warning has been lifted, all swimming pools will reopen. During a high wind advisory, participants, spectators, and staff may be asked to move to a safe location until the advisory is lifted.

OUTDOOR POOLS

Lightning and Thunder: When thunder/lightning is first noticed/detected a minimum of 6 miles or less from any outdoor pool facility, outdoor pool activities will be suspended, and the outdoor pool and pool deck will be evacuated until 30 minutes after the last sign of thunder or lightning. The distance from a facility to an approaching thunderstorm can be five to eight miles away, but lightning can strike from a much farther distance.

Rain/Wind: Heavy rain can make it difficult to see the bottom of a pool or beneath the surface. If heavy rain causes bottom obstruction, pools will be cleared, and swimming halted until the rain lets up. Wind can also cause safety hazards. If the wind is observably strong or gusty and causes bottom obstruction due to rippling, swimmers will be cleared from pools until the bottom is visible.

File Attachments for Item:

7. Retiree Health Insurance Plan

Approval is requested to authorize the renewal of the Medicare-eligible healthcare plan benefits and the United Healthcare Medicare Advantage plan.

**Columbus Consolidated Government Council Meeting
Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Retiree Health Insurance Plan
AGENDA SUMMARY:	Approval is requested to authorize the renewal of the Medicare-eligible healthcare plan benefits and the United Healthcare Medicare Advantage plan.
INITIATED BY:	Human Resources Department

Recommendation: Approval is requested to authorize the renewal of the Medicare-eligible healthcare plan benefits and the United Healthcare Medicare Advantage plan.

Background: In October 2007 Council authorized implementation of a Medicare Advantage plan and established a cost sharing formula whereby the City pays 25% of the fully insured health plan premium (Ord. No. 07-70) for employees hired prior to July 1, 2001. All retirees who are Medicare eligible and were hired on or after July 1, 2001, are not eligible for the 25% City subsidy (Ord. No. 14-25). Since 2012, the Retiree Benefits Committee has approved United Healthcare (UHC) as the carrier for the Medicare Advantage Plan because of the favorable plan design and minimum premium increases.

City Council authorized a contract with United Healthcare for the retiree Medicare Advantage Plan (Res. No. 284-12). There is no recommended change in Medicare Advantage plan provider for the retirees for calendar year 2025 and the Retiree Benefits Committee, NFP Benefits Consulting, and the Human Resources Department recommends remaining with United Healthcare.

Analysis: Two carriers made bids for coverage, Anthem Insurance and United Healthcare. United Healthcare presented another strong bid for coverage in CY2025. The post-65 retiree health insurance costs will remain the same in CY2025 with no change in premium cost and no plan design changes. The retirees' monthly premium rate will be \$82.50 a month for the City subsidized retiree group (hired prior to July 1, 2001) and \$110.00 for the unsubsidized retiree group (hired on or after July 1, 2001). The out-of-pocket maximum will remain at \$1,000 annually. Because of United Healthcare's competitive bid, excellent customer service, stability, and consistency; it was determined to remain with UHC.

Financial Considerations: A reduction in plan costs from CY2024 and CY2025 means the cost to the City will continue to receive a reduction of 12.1%.

Legal Considerations: The Council must authorize changes to the health plan.

Recommendations/Actions: The Retiree Health Benefits Committee, NFP Benefits Consultant, and the Human Resources Director recommend the proposed resolution.

A RESOLUTION

NO. ____

A RESOLUTION AUTHORIZING RENEWAL OF THE MEDICARE ELIGIBLE HEALTH PLAN BENEFITS AND THE UNITED HEALTHCARE MEDICARE ADVANTAGE PPO PLAN.

WHEREAS, United Healthcare has offered the City a competitive renewal of the Medicare Advantage PPO plan with no change in premium rates and no plan design changes; and,

WHEREAS, the monthly premium rate is \$82.50 for the City subsidized retiree group and \$110.00 for the unsubsidized retiree group. The out-of-pocket maximum is \$1,000 annually for CY2025; and,

WHEREAS, the Columbus Council must authorize implementation of the recommended plan renewal.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA HEREBY RESOLVES AS FOLLOWS:

Section I.

That the City Manager is authorized to renew the existing Medicare Advantage PPO contract with United Healthcare. The renewal will become effective January 1, 2025.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____ 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____
- Councilor Hickey voting _____
- Councilor Huff voting _____
- Councilor Thomas voting _____
- Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson, III, Mayor

File Attachments for Item:

8. FY2025 Exigent Vehicle Purchases

Approval is requested, due to on-going supply chain issues, to make “off the lot” vehicle purchases for vehicles that have been approved as part of the budget for FY25, with the exception of vehicles purchased using federal funds, that have been either directly awarded or passed through another entity to CCG.

**Columbus Consolidated Government
Council Meeting Agenda Item**

Item #8.

TO:	Mayor and Councilors
AGENDA SUBJECT:	FY2025 Exigent Vehicle Purchases
AGENDA SUMMARY:	Approval is requested, due to on-going supply chain issues, to make “off the lot” vehicle purchases for vehicles that have been approved as part of the budget for FY25, with the exception of vehicles purchased using federal funds, that have been either directly awarded or passed through another entity to CCG.
INITIATED BY:	Finance Department

Recommendation: Approval is requested, due to on-going supply chain issues, to make “off the lot” vehicle purchases for vehicles that have been approved as part of the budget for FY25, with the exception of vehicles purchased using federal funds, that have been either directly awarded or passed through another entity to CCG.

Background: Purchasing of vehicles, whether for Public Safety or other departments, remains problematic due to supply chain issues, computer chip shortages, and other difficulties. Authorizing “off the lot” purchases will allow departments to obtain needed vehicles that cannot be delivered. Upon the receipt of specification sheet and request from a department or office of the Consolidated Government, the Fleet Management Division of Public Works will first perform a search for the requested vehicles on the sales lot of cooperative contracted dealerships. If said vehicle is not available, Fleet will perform a search for said vehicles on sales lot of dealerships within a 100-mile radius of Muscogee County to include any contiguous states.

Analysis: Orders for vehicles have been stalled for months, in some cases over a year, with no definitive timeline for delivery. This has created issues with Public Safety and other departments fulfilling their respective duties.

Financial Considerations: Only vehicles that have been budgeted and approved in FY25 will be purchased under the authorization of this Resolution due to the exigent circumstances noted above. The success of this process will continue to be evaluated and, if needed, another separate resolution will be submitted for consideration for any subsequent fiscal year purchases.

Legal Considerations: Since timing may be of the essence, a vendor purchase order may be required prior to the next Council meeting if vehicles have been identified and can be purchased “off the lot” of an authorized dealership. Consequently, all vehicle purchases authorized by this Resolution with costs exceeding \$25,000 will be placed on Council agenda for informational purposes.

Recommendation/Action: Approval is requested, due to on-going supply chain issues, to continue “off the lot” vehicle purchases for vehicles that have been approved as part of the budget for the remainder of FY25, with the exception of vehicles purchased using federal funds, that have been either directly awarded or passed through another entity to CCG.

A RESOLUTION

NO. _____

Item #8.

A RESOLUTION AUTHORIZING, “OFF THE LOT” VEHICLE PURCHASES, DUE TO ON-GOING SUPPLY CHAIN ISSUES, FOR VEHICLES THAT HAVE BEEN APPROVED AS PART OF THE BUDGET FOR FY2025, WITH THE EXCEPTION OF VEHICLES PURCHASED USING FEDERAL FUNDS, THAT HAVE BEEN EITHER DIRECTLY AWARDED OR PASSED THROUGH ANOTHER ENTITY TO CCG.

WHEREAS, purchasing of any vehicles, whether for Public Safety or other departments has become increasingly problematic because of supply chain issues, computer chip shortages, and other difficulties to date; and,

WHEREAS, orders for vehicles have been stalled for months, in some cases over a year, with no definitive timeline for delivery thus creating issues with Public Safety and other departments fulfilling their respective duties; and,

WHEREAS, upon the receipt of specification sheet and request from a department or office of the Consolidated Government, the Fleet Management Division of Public Works will first perform a search for the requested vehicles on the sales lot of cooperative contracted dealerships. If said vehicle is not available, Fleet will perform a search for said vehicles on the sales lot of dealerships within a 100-mile radius of Muscogee County to include any contiguous states; and,

WHEREAS, only vehicles that have been budgeted and approved in FY25 will be purchased under the authorization of this Resolution due to the exigent circumstances noted above; and,

WHEREAS, since timing may be of the essence to secure a vehicle, a vendor purchase order may be issued prior to the next Council meeting if a vehicle has been identified and can be purchased “off the lot” of an authorized dealership; and,

WHEREAS, all vehicle purchases authorized by this Resolution with costs exceeding \$25,000 will be placed on Council agenda for informational purposes.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

The City Manager and/or his designee is authorized to purchase vehicles “off the lot” of authorized dealerships, due to on-going supply chain issues, for vehicles that have been approved as part of the budget for FY25, with the exception of vehicles purchased using federal funds, that have been either directly awarded or passed through another entity to CCG.

Introduced at a regular meeting of the Council of Columbus, Georgia held on the ___ day of _____, 2024 and adopted at said meeting by the affirmative vote of ___ members of said Council.

- Councilor Allen voting _____.
- Councilor Chambers voting _____.
- Councilor Cogle voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor Hickey voting _____.

Councilor Huff voting _____.
Councilor Thomas voting _____.
Councilor Tucker voting _____.

Item #8.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

9. Donations Accepted on Behalf of Greenpower Racing Program

Approval is requested to accept any and all cash and in-kind donations to the Columbus Parks and Recreation Department on behalf of the Greenpower Racing program for Fiscal Year 2025 and 2026, ending on June 30, 2026.

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Donations Accepted on Behalf of Greenpower Racing Program
AGENDA SUMMARY:	Approval is requested to accept any and all cash and in-kind donations to the Columbus Parks and Recreation Department on behalf of the Greenpower Racing program for Fiscal Year 2025 and 2026, ending on June 30, 2026.
INITIATED BY:	Parks and Recreation Department

Recommendation: Approval is requested to accept any and all cash and in-kind donations to the Columbus Parks and Recreation Department on behalf of the Greenpower Racing program for Fiscal Year 2025 and 2026, ending on June 30, 2026.

Background: The Greenpower Racing program started in 2011 with Columbus having a car in the program since 2021. The program is STEM-oriented for students in grades 4-12 and focuses on the construction, operation, and maintenance of an electric race car. The department's goal is to make the program cost-neutral to the participants if possible. To support this program the generous citizens of Columbus have offered to make donations of various kinds. Due to the varying dollar value of each donation involved it is not feasible to come back to Council for approval of each one under the current donation approval structure.

Analysis: The Greenpower Program does not have a unique budget but estimates annual needs at approximately \$5100. Approval of this resolution will allow the Greenpower program to receive donations efficiently and quickly, such as when a car needs immediate repairs before a race. It will also allow the program to operate with less impact on the current Recreation Services budget.

Financial Considerations: Accepting the donations would not negatively impact the budget. In fact, it will likely reduce the budget requirement.

Legal Considerations: The Council is the approving authority for the acceptance of all donations and administration of policies regarding donations.

Recommendation/Actions: Approval is requested to accept any and all cash and in-kind donations to the Columbus Parks and Recreation Department on behalf of the Greenpower Racing program for Fiscal Year 2025 and 2026, ending on June 30, 2026.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE DEPARTMENT OF PARKS AND RECREATION TO ACCEPT DONATIONS OF CASH AND IN-KIND ITEMS ON BEHALF OF THE GREENPOWER RACING PROGRAM THROUGH JUNE 30, 2026.

WHEREAS, having been offered various cash and in-kind donations and being required to bring each individual donation to Council for acceptance, the Department of Parks and Recreation now requests to be allowed to accept cash and in-kind donations without further Council approval if it benefits the department; and,

WHEREAS, this resolution will facilitate donations from citizens to the Greenpower Racing Program; and,

WHEREAS, any donations to the Greenpower Racing Program after June 30, 2026 will still require Council approval; and,

WHEREAS, all donations to the Greenpower Racing Program will have a positive effect on the operation of the program and its members; and,

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

The Parks and Recreation Department is hereby authorized to accept cash and in-kind donations for the Greenpower Racing Program from citizens without the necessity of bringing those items to Council individually or collectively.

Council further directs the Finance Department to establish a revenue line item into which the cash donations may be received. This resolution shall only remain in effect through the end of fiscal year 2026, ending June 30, 2026.

Introduced at a regular meeting of the Council of Columbus, Georgia held on the _____ day of _____ 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Chambers voting _____.
- Councilor Cogle voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor Hickey voting _____.
- Councilor Huff voting _____.
- Councilor Thomas voting _____.
- Councilor Tucker voting _____.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

10. Columbus Police Department: Donations

Approval is requested to accept a donation of \$2,000 for sponsorship of the Columbus Police Department's 2nd annual Family Fun Day and other employee activities and a donation of \$100 to support the recently created Heritage Center of the Columbus Police Department.

**Columbus Consolidated Government
Council Meeting Agenda Item**

Item #10.

TO:	Mayor and Councilors
AGENDA SUBJECT:	Columbus Police Department: Donations
AGENDA SUMMARY:	Approval is requested to accept a donation of \$2,000 for sponsorship of the Columbus Police Department's 2nd annual Family Fun Day and other employee activities and a donation of \$100 to support the recently created Heritage Center of the Columbus Police Department.
INITIATED BY:	Columbus Police Department

Recommendation: Approval is requested to accept a donation of \$2,000 for sponsorship of the Columbus Police Department's 2nd annual Family Fun Day and other employee activities and a donation of \$100 to support the recently created Heritage Center of the Columbus Police Department.

Background: A committee is in the process of planning the department's second annual Family Fun Day for the employees and their families. Columbus Police Department has recently opened a Heritage Center that is open to the public by appointment. The museum is more than a collection of photos, uniforms, and equipment from the early years. The memorabilia dates back to 1894.

Analysis: The Columbus Police Department will deposit the funds in accordance with policy and maintain records and receipts accordingly.

Financial Considerations: The donated funds are specifically for the Columbus Police Department's Family Fun Day, The Heritage Center, and other employee activities. Funds will be placed within the Department's designated Donation fund.

Legal Considerations: The Consolidated Government of Columbus is eligible to receive the funds.

Recommendation/Action: Approval is requested to accept a donation of \$2,000 for sponsorship of the Columbus Police Department's 2nd annual Family Fun Day and other employee activities and a donation of \$100 to support the recently created Heritage Center of the Columbus Police Department.

A RESOLUTION

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF DONATED FUNDS OF \$1,000 FROM THE FRATERNAL ORDER OF POLICE, \$1,000 FROM BANNER RETAIL PROPERTIES LLC, AND \$100 FROM GREGORY AND ROBBIN GRANTHAM ON BEHALF OF THE COLUMBUS POLICE DEPARTMENT.

WHEREAS, the Columbus Police Department is requesting the acceptance of these donations to help fund the second annual Family Fun Day, The Heritage Center, and other employee activities; and,

WHEREAS these generous donations will allow the furtherance of improving the culture and relationships within the department and throughout the community; and,

WHEREAS the Columbus Police Department wishes to express its sincere thanks and gratitude for this display of generosity; and

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA HEREBY RESOLVES:

That the City Manager is hereby authorized to accept donated funds for the Columbus Police Department for the second annual Family Fun Day, The Heritage Center, and other employee activities.

Introduced at a regular meeting of the Council of Columbus, Georgia, held on the _____ day of _____ 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Chambers voting _____.
- Councilor Cogle voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Hickey voting _____.
- Councilor Garrett voting _____.
- Councilor Huff voting _____.
- Councilor Thomas voting _____.
- Councilor Tucker voting _____.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

A. One (1) 2024 Ford Explorer for Parks and Recreation – Georgia Statewide Contract Cooperative Purchase

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	One (1) 2024 Ford Explorer for Parks and Recreation – Georgia Statewide Contract Cooperative Purchase
INITIATED BY:	Finance Department

It is requested that Council approve the purchase of one (1) 2024 Ford Explorer for the Parks and Recreation Department from Wade Ford (Smyrna, GA) in the amount of \$37,895.00. The purchase will be accomplished by cooperative purchase via Georgia Statewide Contract #99999-001-SPD0000183-0006.

The vehicle will be used by the Parks and Recreation Department in daily operations. This is a replacement vehicle.

Georgia Statewide Contract #99999-001-SPD0000183-0006 is a cooperative contract whereby Wade Ford is one of the awarded vendors contracted to provide Police Pursuit and Special Services Vehicles. The term of the contract is good through January 3, 2025. The contract is available for use by any Georgia governmental entity. The City’s Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

Funds are budgeted in the FY25 Budget: 2021 Sales Tax Project Fund – 2021 SPLOST – 21 SPLOST Infrastructure – Automobiles – Heavy Equipment/Vehicles – Parks & Recreation; 0567 – 696 – 3115 – STIF – 7721 – 54451 – 20240.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) 2024 FORD EXPLORER, FOR THE PARKS AND RECREATION DEPARTMENT, FROM WADE FORD (SMYRNA, GA) IN THE AMOUNT OF \$37,895.00. THE PURCHASE WILL BE ACCOMPLISHED BY COOPERATIVE PURCHASE VIA GEORGIA STATEWIDE CONTRACT #99999-0001-SPD0000183-006.

WHEREAS, the vehicle will be used by the Parks and Recreation staff in daily operations. This is a replacement vehicle; and,

WHEREAS, Georgia Statewide Contract #99999-001-SPD0000183-0006 is a cooperative contract whereby Wade Ford is one of the awarded vendors contracted to provide Police Pursuit and Special Services Vehicles. The term of the contract is good through January 3, 2025. The contract is available for use by any Georgia governmental entity. The City’s Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to purchase one (1) 2024 Ford Explorer, for the Parks and Recreation Department, from the Wade Ford (Smyrna, GA) in the amount of \$37,895.00. The purchase will be accomplished by cooperative purchase via Georgia Statewide Contract #99999-001-SPD0000183-0006. Funds are budgeted in the FY25 Budget: 2021 Sales Tax Project Fund – 2021 SPLOST – 21 SPLOST Infrastructure – Automobiles – Heavy Equipment/Vehicles – Parks & Recreation; 0567 – 696 – 3115 – STIF – 7721 – 54451 – 20240.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____
- Councilor Hickey voting _____
- Councilor Huff voting _____
- Councilor Thomas voting _____
- Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. “Skip” Henderson III, Mayor

File Attachments for Item:

B. Sixteen (16) John Deere Zero Turn Mowers for Parks and Recreation – Georgia Statewide Contract Cooperative Purchase

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Sixteen (16) John Deere Zero Turn Mowers for Parks and Recreation – Georgia Statewide Contract Cooperative Purchase
INITIATED BY:	Finance Department

It is requested that Council approve the purchase of sixteen (16) John Deere Zero Turn Mowers, for the Parks and Recreation Department, from Deere and Company (Carey, NC) at a unit price of \$11,102.96, and a total cost of \$177,647.36. The purchase will be accomplished by cooperative purchase via Georgia Statewide Contract #99999-001-SPD0000177-0026.

The mowers will be used by the Parks and Recreation staff to maintain city parks. These are replacement mowers.

Georgia Statewide Contract #99999-001-SPD0000177-0026 is a cooperative contract whereby Deere and Company is one of the awarded vendors contracted to provide Tractors, Mowers and Earthmoving Equipment. The term of the contract is good through May 31, 2025. The contract is available for use by any Georgia governmental entity. The City’s Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

Funds are budgeted in the FY25 Budget: General Fund – Parks and Recreation –Parks Services – Off Road Equipment; 0101-270-2100-PSRV-7725.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF SIXTEEN (16) JOHN DEERE ZERO TURN MOWERS, FOR THE PARKS AND RECREATION DEPARTMENT, FROM DEERE & COMPANY (CAREY, NC) AT A UNIT PRICE OF \$11,102.96 AND A TOTAL COST OF \$177,647.36. THE PURCHASE WILL BE ACCOMPLISHED BY COOPERATIVE PURCHASE VIA GEORGIA STATEWIDE CONTRACT #99999-0001-SPD0000177-0026.

WHEREAS, the mowers will be used by the Parks and Recreation staff to maintain city parks. These are replacement mowers; and,

WHEREAS, Georgia Statewide Contract #99999-001-SPD0000177-0026 is a cooperative contract whereby Deere & Company is one of the awarded vendors contracted to provide Tractor, Mowers and Earthmoving Equipment. The term of the contract is good through May 31, 2025. The contract is available for use by any Georgia governmental entity. The City’s Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to purchase sixteen (16) John Deere Zero Turn Mowers, for the Parks and Recreation Department, from Deere and Company (Carey, NC) at a unit price of \$11,102.96 and a total cost of \$177,647.36. The purchase will be accomplished by cooperative purchase via Georgia Statewide Contract #99999-001-SPD0000177-0026. Funds are budgeted in the FY25 Budget: General Fund – Parks and Recreation –Parks Services – Off Road Equipment; 0101-270-2100-PSRV-7725.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____
- Councilor Hickey voting _____
- Councilor Huff voting _____
- Councilor Thomas voting _____
- Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. “Skip” Henderson III, Mayor

File Attachments for Item:

C. CISCO Smartnet Software Maintenance Renewal for Information Technology – Georgia Statewide Contract Cooperative Purchase

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	CISCO Smartnet Software Maintenance Renewal for Information Technology – Georgia Statewide Contract Cooperative Purchase
INITIATED BY:	Finance Department

It is requested that Council approve the purchase of Cisco SMARTnet software maintenance renewal, for the Information Technology Department, from CPAK Technology Solutions (LaGrange, GA) in the amount of \$43,160.00. The purchase will be accomplished by cooperative purchase via Georgia Statewide Contract # 99999-SPD-T20120501-0006. Additionally, it is requested that Council approve payment, plus associated cost increases, for future renewals of the software maintenance.

Cisco SMARTnet is the support mechanism for the City’s network connectivity. The software can boost network efficiency and provide the assistance the Information Technology Department requires to correctly manage the City’s network.

Georgia Statewide Contract # 99999-SPD-T20120501-0006 is a cooperative contract whereby Cisco Systems, Inc. is one of the awarded vendors contracted to provide Network Equipment. The term of the contract is good through September 30, 2024. CPAK Technology Solutions is an authorized reseller for Cisco. The contract is available for use by any Georgia governmental entity. The City’s Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

Funding is budgeted in the FY25 Budget: General Fund - Information Technology - Computer Equipment Maintenance; 0101 - 210 - 1000 - ISS - 6511. Funds will be budgeted in subsequent fiscal years for future payments, plus associated cost increases, for future renewals of the software maintenance.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF CISCO SMARTNET SOFTWARE MAINTENANCE RENEWAL FOR 2024-2025, FOR THE INFORMATION TECHNOLOGY DEPARTMENT, FROM CPAK TECHNOLOGY SOLUTIONS (LAGRANGE, GA) IN THE AMOUNT OF \$43,160.00. THE PURCHASE WILL BE ACCOMPLISHED BY COOPERATIVE PURCHASE VIA GEORGIA STATEWIDE CONTRACT # 99999-SPD-T20120501-0006. ADDITIONALLY, IT IS REQUESTED THAT COUNCIL APPROVE PAYMENT, PLUS ASSOCIATED COST INCREASES, FOR FUTURE RENEWALS OF THE SOFTWARE MAINTENANCE.

WHEREAS, Cisco SMARTnet is the support mechanism for the City’s network connectivity. The software can boost network efficiency and provide assistance the Information Technology Department requires to correctly manage the City’s network; and,

WHEREAS, Georgia Statewide Contract # 99999-SPD-T20120501-0006 is a cooperative contract whereby Cisco Systems, Inc. is one of the awarded vendors contracted to provide Network Equipment. The term of the contract is good through September 30, 2024. CPAK Technology Solutions is an authorized reseller for Cisco. The contract is available for use by any Georgia governmental entity. The City’s Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to purchase Cisco SMARTnet software maintenance renewal for 2024-2025, for the Information Technology Department, from CPAK Technology Solutions (LaGrange, GA) in the amount of \$43,160.00. The purchase will be accomplished by cooperative purchase via Georgia Statewide Contract # 99999-SPD-T20120501-0006. Additionally, the City Manager is further authorized to render payment, plus associated cost increases, for future renewals of the software maintenance. Funding is budgeted in the FY25 Budget: General Fund - Information Technology - Computer Equipment Maintenance; 0101 - 210 - 1000 - ISS - 6511. Funds will be budgeted in subsequent fiscal years for future payments, plus associated cost increases, for future renewals of the software maintenance.

_____ Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____
- Councilor Hickey voting _____

Councilor Huff voting _____
Councilor Thomas voting _____
Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

D. Provision and Installation of Playground Equipment at Charlie Hill Park – Sourcewell Cooperative Contract Purchase

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Provision and Installation of Playground Equipment at Charlie Hill Park – Sourcewell Cooperative Contract Purchase
INITIATED BY:	Finance Department

It is requested that Council approve the purchase and installation of playground equipment, at Charlie Hill Park, from Miracle Recreation-PlayPower, Inc. (Huntersville, NC) in the amount of \$123,282.40. The purchase will be accomplished by cooperative purchase via Sourcewell Contract #010521-LTS.

The purchase of this playground equipment will replace current equipment that has degraded past the point of safety requiring removal. Replacement of the equipment is essential to provide safe, reliable equipment for the community being served.

The purchase will be accomplished by Cooperative Purchase via Request for Proposal, RFP # 010521, initiated by Sourcewell, whereby Miracle Recreation-PlayPower, Inc. was one of the successful vendors contracted to provide Playground and Water Play Equipment with Related Accessories and Services. The contract, which commenced February 15, 2021, is good through February 17, 2026, with an option for one additional year upon the request of Sourcewell and with written agreement by vendor. The contract available under Sourcewell has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, tribal government, and other public entities located in the United States and Canada. The RFP process utilized by Sourcewell meets the requirements of the Procurement Ordinance; additionally, the Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

Funds are budgeted in the FY25 Budget: American Rescue Plan/Fiscal Recovery Funds – State ARP – State Public Health & Safety H&W – Capital Expenditures - over \$5,000 - Parks & Recreation Neighborhood Improvement Grant (State ARP); 0218 – 692 – 2000 – ARPH - 7761 – 40260 – 20240.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE AND INSTALLATION OF PLAYGROUND EQUIPMENT, AT CHARLIE HILL PARK, FROM MIRACLE RECREATION-PLAYPOWER, INC. (HUNTERSVILLE, NC) IN THE AMOUNT OF \$123,282.40. THE PURCHASE WILL BE ACCOMPLISHED BY COOPERATIVE PURCHASE VIA SOURCEWELL CONTRACT #010521-LTS.

WHEREAS, the purchase of this playground equipment will replace current equipment that has degraded past the point of safety requiring removal. Replacement of the equipment is essential to provide safe, reliable equipment for the community being served; and,

WHEREAS, the purchase will be accomplished by Cooperative Purchase via Request for Proposal, RFP # 010521, initiated by Sourcewell, whereby Miracle Recreation-PlayPower, Inc. was one of the successful vendors contracted to provide Playground and Water Play Equipment with Related Accessories and Services. The contract, which commenced February 15, 2021, is good through February 17, 2026, with an option for one additional year upon the request of Sourcewell and with written agreement by vendor. The contract available under Sourcewell has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, tribal government, and other public entities located in the United States and Canada. The RFP process utilized by Sourcewell meets the requirements of the Procurement Ordinance; additionally, the Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to purchase the provision and installation of playground equipment, at Charlie Hill Park, from Miracle Recreation-PlayPower, Inc. (Huntersville, NC) in the amount of \$123,282.40. The purchase will be accomplished by cooperative purchase via Sourcewell Contract #010521-LTS. Funds are budgeted in the FY25 Budget: American Rescue Plan/Fiscal Recovery Funds – State ARP – State Public Health & Safety H&W – Capital Expenditures - over \$5,000 - Parks & Recreation Neighborhood Improvement Grant (State ARP); 0218 – 692 – 2000 – ARPH - 7761 – 40260 – 20240.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen voting _____
Councilor Chambers voting _____

Councilor Cogle voting _____
Councilor Crabb voting _____
Councilor Davis voting _____
Councilor Garrett voting _____
Councilor Hickey voting _____
Councilor Huff voting _____
Councilor Thomas voting _____
Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

E. Provision and Installation of Playground Equipment at Lakebottom Park – Sourcewell Cooperative Contract Purchase

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Provision and Installation of Playground Equipment at Lakebottom Park – Sourcewell Cooperative Contract Purchase
INITIATED BY:	Finance Department

It is requested that Council approve the purchase and installation of playground equipment, at Lakebottom Park, from Miracle Recreation-PlayPower, Inc. (Huntersville, NC) in the amount of \$483,965.29. The purchase will be accomplished by cooperative purchase via Sourcewell Contract #010521-LTS.

The purchase of this playground equipment will replace current equipment that has degraded past the point of safety requiring removal. Replacement of the equipment is essential to provide safe, reliable equipment for the community being served.

The purchase will be accomplished by Cooperative Purchase via Request for Proposal, RFP # 010521, initiated by Sourcewell, whereby Miracle Recreation-PlayPower, Inc. was one of the successful vendors contracted to provide Playground and Water Play Equipment with Related Accessories and Services. The contract, which commenced February 15, 2021, is good through February 17, 2026, with an option for one additional year upon the request of Sourcewell and with written agreement by vendor. The contract available under Sourcewell has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, tribal government, and other public entities located in the United States and Canada. The RFP process utilized by Sourcewell meets the requirements of the Procurement Ordinance; additionally, the Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

Funds are budgeted in the FY25 Budget: American Rescue Plan/Fiscal Recovery Funds – State ARP – State Public Health & Safety H&W – Capital Expenditures - over \$5,000 - Parks & Recreation Neighborhood Improvement Grant (State ARP); 0218 – 692 – 2000 – ARPH - 7761 – 40260 – 20240.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE AND INSTALLATION OF PLAYGROUND EQUIPMENT, AT LAKEBOTTOM PARK, FROM MIRACLE RECREATION-PLAYPOWER, INC. (HUNTERSVILLE, NC) IN THE AMOUNT OF \$483,965.29. THE PURCHASE WILL BE ACCOMPLISHED BY COOPERATIVE PURCHASE VIA SOURCEWELL CONTRACT #010521-LTS.

WHEREAS, the purchase of this playground equipment will replace current equipment that has degraded past the point of safety requiring removal. Replacement of the equipment is essential to provide safe, reliable equipment for the community being served; and,

WHEREAS, the purchase will be accomplished by Cooperative Purchase via Request for Proposal, RFP # 010521, initiated by Sourcewell, whereby Miracle Recreation-PlayPower, Inc. was one of the successful vendors contracted to provide Playground and Water Play Equipment with Related Accessories and Services. The contract, which commenced February 15, 2021, is good through February 17, 2025, with an option for one additional year upon the request of Sourcewell and with written agreement by vendor. The contract available under Sourcewell has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, tribal government, and other public entities located in the United States and Canada. The RFP process utilized by Sourcewell meets the requirements of the Procurement Ordinance; additionally, the Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to purchase the provision and installation of playground equipment, at Lakebottom Park, from Miracle Recreation-PlayPower, Inc. (Huntersville, NC) in the amount of \$483,965.29. The purchase will be accomplished by cooperative purchase via Sourcewell Contract #010521-LTS. Funds are budgeted in the FY25 Budget: American Rescue Plan/Fiscal Recovery Funds – State ARP – State Public Health & Safety H&W – Capital Expenditures - over \$5,000 - Parks & Recreation Neighborhood Improvement Grant (State ARP); 0218 – 692 – 2000 – ARPH - 7761 – 40260 – 20240..

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen voting _____
Councilor Chambers voting _____

Councilor Cogle voting _____
Councilor Crabb voting _____
Councilor Davis voting _____
Councilor Garrett voting _____
Councilor Hickey voting _____
Councilor Huff voting _____
Councilor Thomas voting _____
Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

F. Provision and Installation of Playground Equipment at Boxwood Park – Sourcewell Cooperative Contract Purchase

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Provision and Installation of Playground Equipment at Boxwood Park – Sourcewell Cooperative Contract Purchase
INITIATED BY:	Finance Department

It is requested that Council approve the purchase and installation of playground equipment, at Boxwood Park, from Miracle Recreation-PlayPower, Inc. (Huntersville, NC) in the amount of \$117,128.14. The purchase will be accomplished by cooperative purchase via Sourcewell Contract #010521-LTS.

The purchase of this playground equipment will replace current equipment that has degraded past the point of safety requiring removal. Replacement of the equipment is essential to provide safe, reliable equipment for the community being served.

The purchase will be accomplished by Cooperative Purchase via Request for Proposal, RFP # 010521, initiated by Sourcewell, whereby Miracle Recreation-PlayPower, Inc. was one of the successful vendors contracted to provide Playground and Water Play Equipment with Related Accessories and Services. The contract, which commenced February 15, 2021, is good through February 17, 2026, with an option for one additional year upon the request of Sourcewell and with written agreement by vendor. The contract available under Sourcewell has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, tribal government, and other public entities located in the United States and Canada. The RFP process utilized by Sourcewell meets the requirements of the Procurement Ordinance; additionally, the Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

Funds are budgeted in the FY25 Budget: American Rescue Plan/Fiscal Recovery Funds – State ARP – State Public Health & Safety H&W – Capital Expenditures - over \$5,000 - Parks & Recreation Neighborhood Improvement Grant (State ARP); 0218 – 692 – 2000 – ARPH - 7761 – 40260 – 20240.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE AND INSTALLATION OF PLAYGROUND EQUIPMENT, AT BOXWOOD PARK, FROM MIRACLE RECREATION-PLAYPOWER, INC. (HUNTERSVILLE, NC) IN THE AMOUNT OF \$117,128.14. THE PURCHASE WILL BE ACCOMPLISHED BY COOPERATIVE PURCHASE VIA SOURCEWELL CONTRACT #010521-LTS.

WHEREAS, the purchase of this playground equipment will replace current equipment that has degraded past the point of safety requiring removal. Replacement of the equipment is essential to provide safe, reliable equipment for the community being served; and,

WHEREAS, the purchase will be accomplished by Cooperative Purchase via Request for Proposal, RFP # 010521, initiated by Sourcewell, whereby Miracle Recreation-PlayPower, Inc. was one of the successful vendors contracted to provide Playground and Water Play Equipment with Related Accessories and Services. The contract, which commenced February 15, 2021, is good through February 17, 2026, with an option for one additional year upon the request of Sourcewell and with written agreement by vendor. The contract available under Sourcewell has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, tribal government, and other public entities located in the United States and Canada. The RFP process utilized by Sourcewell meets the requirements of the Procurement Ordinance; additionally, the Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to purchase the provision and installation of playground equipment, at Boxwood Park, from Miracle Recreation-PlayPower, Inc. (Huntersville, NC) in the amount of \$117,128.14. The purchase will be accomplished by cooperative purchase via Sourcewell Contract #010521-LTS. Funds are budgeted in the FY25 Budget: American Rescue Plan/Fiscal Recovery Funds – State ARP – State Public Health & Safety H&W – Capital Expenditures - over \$5,000 - Parks & Recreation Neighborhood Improvement Grant (State ARP); 0218 – 692 – 2000 – ARPH - 7761 – 40260 – 20240.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen voting _____
Councilor Chambers voting _____

Councilor Cogle voting _____
Councilor Crabb voting _____
Councilor Davis voting _____
Councilor Garrett voting _____
Councilor Hickey voting _____
Councilor Huff voting _____
Councilor Thomas voting _____
Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

G. Outdoor Speakers with Accessories for the Civic Center – OMNIA Partners Cooperative Contract Purchase

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Outdoor Speakers with Accessories for the Civic Center – OMNIA Partners Cooperative Contract Purchase
INITIATED BY:	Finance Department

It is requested that Council approve the purchase of four (4) outdoor speakers with accessories, for the Civic Center, from B & H Photo (New York City, NY) in the amount of \$6,084.98. The purchase will be accomplished by Cooperative Purchase via Omnia Partners contract #R201202. This purchase will be funded from the Friends of Columbus Account for the Civic Center.

The Civic Center will use the outdoor speakers at the Amphitheater stage, for outdoor concerts, outdoor movies and other events.

The purchase will be accomplished by Cooperative Purchase via Request for Proposal #20-12 initiated by Omnia Partners (formerly known as National IPA), whereby B & H Photo was one of the successful vendors contracted to provide Audio Visual Equipment, Accessories & Services. The contract, which commenced April 1, 2021, is good through March 31, 2026. The contract available under Omnia Partners has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. OMNIA Partners, Public Sector is the premier purchasing organization for state and local government, K-12 education, colleges and universities. All contracts available have been competitively solicited and publicly awarded by a government entity serving as the lead agency while utilizing industry best practices and processes. With the most experienced team in cooperative procurement and supply chain management, OMNIA Partners, Public Sector has the expertise to help public organizations achieve their strategic goals. The RFP process utilized by Omnia Partners meets the requirements of the Procurement Ordinance; additionally, the Procurement Ordinance, Article 9- 101, authorizes the use of cooperative purchasing.

The purchase will be funded from the Friends of Columbus account for the Civic Center and charged in the FY25 Budget as follows: Civic Center Fund – Civic Center Operations – Capital Expenditures Over \$5,000; 0757 – 160 – 1000 – CIVC -7761.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF FOUR (4) OUTDOOR SPEAKERS WITH ACCESSORIES, FOR THE CIVIC CENTER, FROM B & H PHOTO (NEW YORK CITY, NY) IN THE AMOUNT OF \$6,084.98. THE PURCHASE WILL BE ACCOMPLISHED BY COOPERATIVE PURCHASE VIA OMNIA PARTNERS CONTRACT #R201202. THIS PURCHASE WILL BE FUNDED FROM THE FRIENDS OF COLUMBUS ACCOUNT FOR THE CIVIC CENTER.

WHEREAS, The Civic Center will use the outdoor speakers at the Amphitheater stage, for outdoor concerts, outdoor movies and other events; and,

WHEREAS, the purchase will be accomplished by Cooperative Purchase via Request for Proposal #20-12 initiated by Omnia Partners (formerly known as National IPA), whereby B & H Photo was one of the successful vendors contracted to provide Audio Visual Equipment, Accessories & Services. The contract, which commenced April 1, 2021, is good through March 31, 2026. The contract available under Omnia Partners has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. OMNIA Partners, Public Sector is the premier purchasing organization for state and local government, K-12 education, colleges and universities. All contracts available have been competitively solicited and publicly awarded by a government entity serving as the lead agency while utilizing industry best practices and processes. With the most experienced team in cooperative procurement and supply chain management, OMNIA Partners, Public Sector has the expertise to help public organizations achieve their strategic goals. The RFP process utilized by Omnia Partners meets the requirements of the Procurement Ordinance; additionally, the Procurement Ordinance, Article 9- 101, authorizes the use of cooperative purchasing.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to purchase four (4) outdoor speakers with accessories, for the Civic Center, from B & H Photo (New York City, NY) in the amount of \$6,084.98. The purchase will be accomplished by Cooperative Purchase via Omnia Partners contract #R201202. The purchase will be funded from the Friends of Columbus account for the Civic Center and charged in the FY25 Budget as follows: Civic Center Fund – Civic Center Operations – Capital Expenditures Over \$5,000; 0757 – 160 – 1000 – CIVC -7761.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the ____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____

Councilor Davis voting _____
Councilor Garrett voting _____
Councilor Hickey voting _____
Councilor Huff voting _____
Councilor Thomas voting _____
Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

H. Tables and Table Truck Carts for the Civic Center – BuyBoard Cooperative Contract Purchase

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Tables and Table Truck Carts for the Civic Center – BuyBoard Cooperative Contract Purchase
INITIATED BY:	Finance Department

It is requested that Council approve the purchase of twenty (20) tables and two (2) table truck carts, for the Civic Center, from Worthington Direct (Dallas, TX) in the amount of \$13,043.21. The purchase will be accomplished by Cooperative Purchase via BuyBoard contract #667-22. This purchase will be funded from the Friends of Columbus Account for the Civic Center.

The Civic Center requires tables of various sizes to replace current tables that are worn and beginning to break due to usage. The truck carts will be used to transport the tables within the Civic Center for various events.

The purchase will be accomplished by Cooperative Purchase via Request for Proposal (RFP) #667-22, initiated by the BuyBoard National Purchasing Cooperative, whereby Worthington Direct was one of the successful vendors contracted to provide Furniture for School, Office, Science, Library and Dormitory. The contract, which commenced April 1, 2022, is good through March 31, 2025. The contract available under BuyBoard has been awarded by Virtue of a public competitive procurement process compliant with State and Federal statutes. The BuyBoard National Purchasing Cooperative streamlines the purchasing process for schools, municipalities, and other public entities across the nation. The BuyBoard National Purchasing Cooperative is sponsored by various national and statewide associations around the country. The RFP process utilized by BuyBoard meets the requirements of the Procurement Ordinance. Additionally, the Procurement Ordinance, Article 9- 101, authorizes the use of cooperative purchasing.

The purchase will be funded from the Friends of Columbus account for the Civic Center and charged in the FY25 Budget as follows: Civic Center Fund – Civic Center Operations – Capital Expenditures Over \$5,000; 0757 – 160 – 1000 – CIVC -7761.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF TWENTY (20) TABLES AND TWO (2) TABLE TRUCK CARTS, FOR THE CIVIC CENTER, FROM WORTHINGTON DIRECT (DALLAS, TX) IN THE AMOUNT OF \$13,043.21. THE PURCHASE WILL BE ACCOMPLISHED BY COOPERATIVE PURCHASE VIA BUYBOARD CONTRACT #667-22. THIS PURCHASE WILL BE FUNDED FROM THE FRIENDS OF COLUMBUS ACCOUNT FOR THE CIVIC CENTER.

WHEREAS, the Civic Center requires tables of various sizes to replace current tables that are worn and beginning to break due to usage. The truck carts will be used to transport the tables within the Civic Center for various events; and,

WHEREAS, the purchase will be accomplished by Cooperative Purchase via Request for Proposal (RFP) #667-22, initiated by the BuyBoard National Purchasing Cooperative, whereby Worthington Direct was one of the successful vendors contracted to provide Furniture for School, Office, Science, Library and Dormitory. The contract, which commenced April 1, 2022, is good through March 31, 2025. The contract available under BuyBoard has been awarded by Virtue of a public competitive procurement process compliant with State and Federal statutes. The BuyBoard National Purchasing Cooperative streamlines the purchasing process for schools, municipalities, and other public entities across the nation. The BuyBoard National Purchasing Cooperative is sponsored by various national and statewide associations around the country. The RFP process utilized by BuyBoard meets the requirements of the Procurement Ordinance. Additionally, the Procurement Ordinance, Article 9- 101, authorizes the use of cooperative purchasing.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to purchase twenty (20) tables and two (2) table truck carts, for the Civic Center, from Worthington Direct (Dallas, TX) in the amount of \$13,043.21. The purchase will be accomplished by Cooperative Purchase via BuyBoard contract #667-22. The purchase will be funded from the Friends of Columbus account for the Civic Center and charged in the FY25 Budget as follows: Civic Center Fund – Civic Center Operations – Capital Expenditures Over \$5,000; 0757 – 160 – 1000 – CIVC -7761.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the ____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen voting _____
Councilor Chambers voting _____
Councilor Cogle voting _____
Councilor Crabb voting _____

Councilor Davis voting _____
Councilor Garrett voting _____
Councilor Hickey voting _____
Councilor Huff voting _____
Councilor Thomas voting _____
Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

I. Additional Telescopic Seating for the Civic Center Arena Bowl – Sourcewell Cooperative Contract Purchase

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Additional Telescopic Seating for the Civic Center Arena Bowl – Sourcewell Cooperative Contract Purchase
INITIATED BY:	Finance Department

It is requested that Council approve the purchase of additional telescopic seating for the Civic Center arena bowl from Hussey Seating (North Berwick, ME) in the amount of \$20,254.32. The purchase will be accomplished by Cooperative Purchase via Sourcewell Contract #091719-HSC. This purchase will be funded from the Friends of Columbus Account for the Civic Center.

The additional seating is required to be added to the telescopic seating purchased in FY24. The current telescopic seating system is the original seating installed in 1996. There are several safety issues with the current equipment, and the optimal solution is replacement.

The purchase will be accomplished by Cooperative Purchase via Request for Proposal (RFP) #041521, initiated by Sourcewell, whereby Hussey Seating was one of the successful vendors contracted to provide Event Seating and Staging Solutions with Related Accessories and Services. The contract, which commenced November 22, 2019, is good through December 3, 2024. The contract available under Sourcewell has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. The RFP process utilized by Sourcewell meets the requirements of the City's Procurement Ordinance; additionally, The City's Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

The purchase will be funded from the Friends of Columbus account for the Civic Center and charged in the FY25 Budget as follows: Civic Center Fund – Civic Center Operations – Capital Expenditures Over \$5,000; 0757-160-1000-CIVIC-7761.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF ADDITIONAL TELESCOPIC SEATING FOR THE CIVIC CENTER ARENA BOWL FROM HUSSEY SEATING (NORTH BERWICK, ME) IN THE AMOUNT OF \$20,254.32. THE PURCHASE WILL BE ACCOMPLISHED BY COOPERATIVE PURCHASE VIA SOURCEWELL CONTRACT #091719-HSC. THIS PURCHASE WILL BE FUNDED FROM THE FRIENDS OF COLUMBUS ACCOUNT FOR THE CIVIC CENTER.

WHEREAS, the additional seating is required to be added to the telescopic seating purchased in FY24. The current telescopic seating system is the original seating installed in 1996. There are several safety issues with the current equipment, and the optimal solution is replacement; and,

WHEREAS, the purchase will be accomplished by Cooperative Purchase via Request for Proposal (RFP) #041521, initiated by Sourcewell, whereby Hussey Seating was one of the successful vendors contracted to provide Event Seating and Staging Solutions with Related Accessories and Services. The contract, which commenced November 22, 2019, is good through December 3, 2024. The contract available under Sourcewell has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. The RFP process utilized by Sourcewell meets the requirements of the City’s Procurement Ordinance; additionally, The City’s Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to purchase additional telescopic seating for the Civic Center arena bowl from Hussey Seating (North Berwick, ME) in the amount of \$20,254.32. The purchase will be accomplished by Cooperative Purchase via Sourcewell Contract #091719-HSC. The purchase will be funded from the Friends of Columbus account for the Civic Center and charged in the FY25 Budget as follows: Civic Center Fund – Civic Center Operations – Capital Expenditures Over \$5,000; 0757 – 160 – 1000 – CIVC -7761.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the ____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen	voting _____
Councilor Chambers	voting _____
Councilor Cogle	voting _____
Councilor Crabb	voting _____

Councilor Davis voting _____
Councilor Garrett voting _____
Councilor Hickey voting _____
Councilor Huff voting _____
Councilor Thomas voting _____
Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

J. Provision and Installation of Outdoor Stage, Deck and Handrail for the Civic Center – OMNIA Partners
Cooperative Contract Purchase

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Provision and Installation of Outdoor Stage, Deck and Handrail for the Civic Center – OMNIA Partners Cooperative Contract Purchase
INITIATED BY:	Finance Department

It is requested that Council approve the provision and installation of an outdoor stage, deck and handrail, for the Civic Center, from Wenger Corporation (Owatonna, MN) in the amount of \$34,294.57. The purchase will be accomplished by Cooperative Purchase via Omnia Partners contract #R191204. This purchase will be funded from the Friends of Columbus Account for the Civic Center.

The outdoor stage, deck and handrail will be used at the Amphitheater. Additionally, the equipment will be used for other outdoor events, as the Civic Center is receiving greater demand for such activities.

The purchase will be accomplished by Cooperative Purchase via Request for Proposal #19-12 initiated by Omnia Partners (formerly known as National IPA), whereby Wenger Corporation was one of the successful vendors contracted to provide Performing Arts Apparel, Instruments, Furnishings, Storage, and Related Services. The contract, which commenced November 1, 2019, is good through December 31, 2024. The contract available under Omnia Partners has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. OMNIA Partners, Public Sector is the premier purchasing organization for state and local government, K-12 education, colleges and universities. All contracts available have been competitively solicited and publicly awarded by a government entity serving as the lead agency while utilizing industry best practices and processes. With the most experienced team in cooperative procurement and supply chain management, OMNIA Partners, Public Sector has the expertise to help public organizations achieve their strategic goals. The RFP process utilized by Omnia Partners meets the requirements of the Procurement Ordinance; additionally, the Procurement Ordinance, Article 9- 101, authorizes the use of cooperative purchasing.

The purchase will be funded from the Friends of Columbus account for the Civic Center and charged in the FY25 Budget as follows: Civic Center Fund – Civic Center Operations – Capital Expenditures Over \$5,000; 0757-160-1000-CIVIC-7761.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE PROVISION AND INSTALLATION OF AN OUTDOOR STAGE, DECK AND HANDRAIL, FOR THE CIVIC CENTER, FROM WENGER CORPORATION (OWATONNA, MN) IN THE AMOUNT OF \$34,294.57. THE PURCHASE WILL BE ACCOMPLISHED BY COOPERATIVE PURCHASE VIA OMNIA PARTNERS CONTRACT #R191204. THIS PURCHASE WILL BE FUNDED FROM THE FRIENDS OF COLUMBUS ACCOUNT FOR THE CIVIC CENTER.

WHEREAS, the outdoor stage, deck and handrail will be used at the Amphitheater. Additionally, the equipment will be used for other outdoor events, as the Civic Center is receiving greater demand for such activities; and,

WHEREAS, the purchase will be accomplished by Cooperative Purchase via Request for Proposal #19-12 initiated by Omnia Partners (formerly known as National IPA), whereby Wenger Corporation was one of the successful vendors contracted to provide Performing Arts Apparel, Instruments, Furnishings, Storage, and Related Services. The contract, which commenced November 1, 2019, is good through December 31, 2024. The contract available under Omnia Partners has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. OMNIA Partners, Public Sector is the premier purchasing organization for state and local government, K-12 education, colleges and universities. All contracts available have been competitively solicited and publicly awarded by a government entity serving as the lead agency while utilizing industry best practices and processes. With the most experienced team in cooperative procurement and supply chain management, OMNIA Partners, Public Sector has the expertise to help public organizations achieve their strategic goals. The RFP process utilized by Omnia Partners meets the requirements of the Procurement Ordinance; additionally, the Procurement Ordinance, Article 9- 101, authorizes the use of cooperative purchasing.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to purchase the provision and installation of an outdoor stage, deck and handrail, for the Civic Center, from Wenger Corporation (Owatonna, MN) in the amount of \$34,294.57. The purchase will be accomplished by Cooperative Purchase via Omnia Partners contract #R191204. The purchase will be funded from the Friends of Columbus account for the Civic Center and charged in the FY25 Budget as follows: Civic Center Fund – Civic Center Operations – Capital Expenditures Over \$5,000; 0757 – 160 – 1000 – CIVC -7761.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the ____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen voting _____
Councilor Chambers voting _____

Councilor Cogle voting _____
Councilor Crabb voting _____
Councilor Davis voting _____
Councilor Garrett voting _____
Councilor Hickey voting _____
Councilor Huff voting _____
Councilor Thomas voting _____
Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

K. Repair of Bulldozer (Vehicle # 11300) for Public Works

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Repair of Bulldozer (Vehicle # 11300) for Public Works
INITIATED BY:	Finance Department

It is requested that Council approve payment to Yancey Brothers (Fortson, GA), in the amount of \$49,790.15, for the repair of a 2012 Caterpillar D6T XL T4 Bulldozer, Vehicle #11300.

During routine use at the Landfill, the equipment experienced undercarriage damage. The equipment was sent to Yancey Brothers for diagnosis. Once Yancey diagnosed the vehicle, it was determined that the repairs needed were beyond the capabilities of the City's heavy equipment shop. The equipment is critical to the day-to-day operations of the landfill; therefore, the Fleet Maintenance Division directed Yancey Brothers to proceed with required repairs.

Yancey Brothers is the local authorized Caterpillar distributor and repair service dealer. Therefore, the vendor is deemed the only known source per the Procurement Ordinance, Article 3-114.

Funds are available in the FY25 Budget: Paving Fund – Public Works – Repairs and Maintenance – Auto Parts and Supplies; 0203 – 260 – 3110 – REPR – 6721.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING PAYMENT TO YANCEY BROTHERS (FORTSON, GA), IN THE AMOUNT OF \$49,790.15, FOR THE REPAIR OF A 2012 CATERPILLAR D6T XL T4 BULLDOZER, VEHICLE #11300.

WHEREAS, during routine use at the Landfill, the equipment experienced undercarriage damage. The equipment was sent to Yancey Brothers for diagnosis. Once Yancey diagnosed the vehicle, it was determined that the repairs needed were beyond the capabilities of the City’s heavy equipment shop. The equipment is critical to the day-to-day operations of the landfill; therefore, the Fleet Maintenance Division directed Yancey Brothers to proceed with required repairs; and,

WHEREAS, Yancey Brothers is the local authorized Caterpillar distributor and repair service dealer. Therefore, the vendor is deemed the only known source per the Procurement Ordinance, Article 3-114.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to render payment to Yancey Brothers (Fortson, GA), in the amount of \$49,790.15, for the repair of a 2012 Caterpillar D6T XL T4 Bulldozer, Vehicle #11300. Funds are available in the FY25 Budget: Paving Fund – Public Works – Repairs and Maintenance – Auto Parts and Supplies; 0203 – 260 – 3110 – REPR – 6721.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the ____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____
- Councilor Hickey voting _____
- Councilor Huff voting _____
- Councilor Thomas voting _____
- Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. “Skip” Henderson III, Mayor

File Attachments for Item:

L. Repair of Bulldozer (Vehicle # 11554) for Public Works

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Repair of Bulldozer (Vehicle # 11554) for Public Works
INITIATED BY:	Finance Department

It is requested that Council approve payment to Yancey Brothers (Fortson, GA), in the amount of \$158,056.56, for the repair of a 2016 Caterpillar D6T XL T4 Bulldozer, Vehicle #11554.

During routine operations at the landfill the equipment suffered engine and suspension damage. The equipment was sent to Yancey Brothers for diagnosis. Once Yancey diagnosed the vehicle, it was determined that the repairs needed were beyond the capabilities of the City's heavy equipment shop. The equipment is critical to the day-to-day operations of the landfill; therefore, the Fleet Maintenance Division directed Yancey Brothers to proceed with required repairs.

Yancey Brothers is the local authorized Caterpillar distributor and repair service dealer. Therefore, the vendor is deemed the only known source per the Procurement Ordinance, Article 3-114.

Funds are available in the FY25 Budget: Paving Fund – Public Works – Repairs and Maintenance – Auto Parts and Supplies; 0203 – 260 – 3110 – REPR – 6721.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING PAYMENT TO YANCEY BROTHERS (FORTSON, GA), IN THE AMOUNT OF \$158,056.56, FOR THE REPAIR OF A 2016 CATERPILLAR D6T XL T4 BULLDOZER, VEHICLE #11554.

WHEREAS, during routine operations at the landfill the equipment suffered engine and suspension damage. The equipment was sent to Yancey Brothers for diagnosis. Once Yancey diagnosed the vehicle, it was determined that the repairs needed were beyond the capabilities of the City’s heavy equipment shop. The equipment is critical to the day-to-day operations of the landfill; therefore, the Fleet Maintenance Division directed Yancey Brothers to proceed with required repairs; and,

WHEREAS, Yancey Brothers is the local authorized Caterpillar distributor and repair service dealer. Therefore, the vendor is deemed the only known source per the Procurement Ordinance, Article 3-114.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to render payment to payment to Yancey Brothers (Fortson, GA), in the amount of \$158,056.56, for the repair of a 2016 Caterpillar D6T XL T4 Bulldozer, Vehicle #11554. Funds are available in the FY25 Budget: Paving Fund – Public Works – Repairs and Maintenance – Auto Parts and Supplies; 0203 – 260 – 3110 – REPR – 6721.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____
- Councilor Hickey voting _____
- Councilor Huff voting _____
- Councilor Thomas voting _____
- Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. “Skip” Henderson III, Mayor

File Attachments for Item:

M. Automatic External Defibrillators (AED) and Accessories for Risk Management (Annual Contract)– BuyBoard Cooperative Purchase

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Automatic External Defibrillators (AED) and Accessories for Risk Management (Annual Contract)– Buyboard Cooperative Purchase
INITIATED BY:	Finance Department

It is requested that Council approve the annual contract for the purchase of automatic external defibrillators (AEDs) and accessories on an as needed basis, for Risk Management, from AED Brands (Kennesaw, GA). The purchase will be accomplished by Cooperative Purchase via BuyBoard Contract #698-23.

Risk Management is required to purchase AED units to be installed in various City locations. Additionally, the units must be replaced periodically due to expiration. Utilizing this annual contract will enable Risk Management to make needed purchases as expeditiously as possible.

The purchase will be accomplished by Cooperative Purchase via Request for Proposal (RFP) #698-23, initiated by the BuyBoard National Purchasing Cooperative, whereby AED Brands was one of the successful vendors contracted to provide Public Safety and Firehouse Supplies and Equipment. The contract, which commenced April 1, 2023, is good through March 31, 2026. The contract available under BuyBoard has been awarded by Virtue of a public competitive procurement process compliant with State and Federal statutes. The BuyBoard National Purchasing Cooperative streamlines the purchasing process for schools, municipalities, and other public entities across the nation. The BuyBoard National Purchasing Cooperative is sponsored by various national and statewide associations around the country. The RFP process utilized by BuyBoard meets the requirements of the Procurement Ordinance. Additionally, the Procurement Ordinance, Article 9- 101, authorizes the use of cooperative purchasing.

Funding will be budgeted each fiscal year for the as needed purchases: Risk Management Internal Service Fund – Human Resources – Unfunded Claims – Medical Supplies; 0860 – 220 – 3830 – RISK – 6795.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING AN ANNUAL CONTRACT FOR THE PURCHASE OF AUTOMATIC EXTERNAL DEFIBRILLATORS (AEDS) AND ACCESSORIES ON AN AS NEEDED BASIS, FOR RISK MANAGEMENT, FROM AED BRANDS (KENNESAW, GA). THE PURCHASE WILL BE ACCOMPLISHED BY COOPERATIVE PURCHASE VIA BUYBOARD CONTRACT #698-23.

WHEREAS, Risk Management is required to purchase AED units to be installed in various City locations. Additionally, the units must be replaced periodically due to expiration. Utilizing this annual contract will enable Risk Management to make needed purchases as expeditiously as possible; and,

WHEREAS, the purchase will be accomplished by Cooperative Purchase via Request for Proposal (RFP) #698-23, initiated by the BuyBoard National Purchasing Cooperative, whereby AED Brands was one of the successful vendors contracted to provide Public Safety and Firehouse Supplies and Equipment. The contract, which commenced April 1, 2023, is good through March 31, 2026. The contract available under BuyBoard has been awarded by Virtue of a public competitive procurement process compliant with State and Federal statutes. The BuyBoard National Purchasing Cooperative streamlines the purchasing process for schools, municipalities, and other public entities across the nation. The BuyBoard National Purchasing Cooperative is sponsored by various national and statewide associations around the country. The RFP process utilized by BuyBoard meets the requirements of the Procurement Ordinance. Additionally, the Procurement Ordinance, Article 9- 101, authorizes the use of cooperative purchasing.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized the utilize the annual contract for the purchase of automatic external defibrillators (AEDs) and accessories, on an as needed basis, for Risk Management, from AED Brands (Kennesaw, GA). The purchase will be accomplished by Cooperative Purchase via BuyBoard Contract #698-23. Funding will be budgeted each fiscal year for the as needed purchases: Risk Management Internal Service Fund – Human Resources – Unfunded Claims – Medical Supplies; 0860 – 220 – 3830 – RISK – 6795.

_____ Introduced at a regular meeting of the Council of Columbus, Georgia, held the ____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____

Councilor Hickey voting _____
Councilor Huff voting _____
Councilor Thomas voting _____
Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

N. On-Call Services for Installation or Replacement of Storm Sewer/Combined Sewer Systems (Annual Contract) – RFP No. 23-0035

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	On-Call Services for Installation or Replacement of Storm Sewer/Combined Sewer Systems (Annual Contract) – RFP No. 23-0035
INITIATED BY:	Finance Department

It is requested that Council authorize the execution of annual contracts with Alexander Contracting Company, Inc. (Fortson, GA), Gordy Construction Company (Fortson, GA), KAM, Inc. (Columbus, GA) and Strack, Inc. (Fairburn, GA) to install or replace elements of storm sewer/combined sewer systems on an “as needed” basis. The contractors will submit quotes to the Engineering Department for each project that arises during the course of the contract.

The City frequently finds throughout the year the need to replace elements of a storm sewer / combined sewer system due to flooding, deterioration or the need to relocate structures. In many cases, the project would include replacement of existing surface materials such as grass/sod, asphalt, driveway fences, etc. The exact scope of work will be provided by the Department of Engineering on a project or site basis. Based on past experience, the City averages the replacement of approximately 2400 feet of pipe per year. However, the 2400 feet is only an estimate; the City may require more or less quantities of pipe replacements during each year of the contract term. The contract term shall be for five (5) years with the option to renew for five (5) additional twelve-month periods. The contract renewals shall be contingent upon the mutual agreement of the City and the Contractors.

Annual Contract History:

The previous five-year contract was awarded on March 27, 2018 (Resolution No. 112-18) to Alexander Contracting Company, Inc. (Fortson, GA), Gordy Construction Company (Fortson, GA), KAM, Inc. (Columbus, GA), Kiewit Infrastructure South (Peachtree City, GA), Landmark Grading Company, Inc. (Fort Mitchell, AL), RDJE Incorporated (Newnan, GA), Robinson Paving Company (Columbus, GA) and Strack, Inc. (Fairburn, GA).

RFP Advertisement and Receipt of Proposals:

RFP specifications were posted on the web pages of the Purchasing Division, the Georgia Procurement Registry and DemandStar on April 17, 2023. This RFP has been advertised, opened and evaluated. Four (4) proposals were received by the due date of May 12, 2023, from the following vendors:

**Alexander Contracting Company, Inc. (Fortson, GA)
Gordy Construction Company (Fortson, GA)
KAM, Inc. (Columbus, GA)**

Strack, Inc. (Fairburn, GA)

The following events took place after receipt of the proposals:

RFP MEETINGS/EVENTS		
Description	Date	Agenda/Action
Pre-Evaluation	11/6/2023	The Purchasing Manager advised evaluation committee of the RFP rules and process. The proposals were distributed to committee members for review.
1 st Evaluation	12/4/2023	Committee members discussed the proposals from all vendors. No further clarifications were requested. All members of the Committee indicated they were ready to evaluate.
Evaluation Forms Sent	12/15/2023	Evaluation forms forwarded to voting committee members.
<i>This RFP was delayed due to some Evaluators not completing their Evaluation forms in a timely manner and the unexpected retirement of the Buyer assigned to this RFP.</i>		
Evaluation Forms Completed	8/27/2024	Final set of evaluation forms completed and returned to Purchasing.
Evaluation Results Forwarded	8/27/2024	The Evaluation Results were compiled, completed and forwarded to Committee members for review.
Recommendation	8/27/2024	The voting Committee members recommend award to all four vendors.

Evaluation Committee:

The proposals were reviewed by the Evaluation Committee, which consisted of two voting members from the Engineering Department and one voting member from the Department of Public Works.

Serving as alternate voters were two representatives from the Engineering Department.

Serving as a non-voting advisor was a representative from Barge Design Solutions, Inc. Barge is one of the City's contracted vendors providing contracted to provide Architectural and Engineering Services, per RFP No. 23-0007. Their services include preparing storm and combined sewer system rehabilitation/replacement designs.

Award Recommendation:

The voting Committee members recommend award to Alexander Contracting Company, Inc. (Fortson, GA), Gordy Construction Company (Fortson, GA), KAM, Inc. (Columbus, GA) and Strack, Inc. (Fairburn, GA), for the following reasons:

- **Alexander Contracting Company, Inc.**

- Alexander Contracting Company has done many of these projects, and other large projects, for the City.
- Vendor has extensive experience in installing both storm and sanitary systems with over 60 years in the construction field.
- Alexander has always met, or exceeded, the finished product for past City projects.
- Qualifications/Experience:
 - Alexander Contracting Company, Inc., was incorporated in 1965.
 - The vendor is a commercial grading/excavating and underground utilities company.
 - Alexander Contracting Company, Inc., employs approximately 110 people.
- Below are three recent projects for which the contractor has performed similar services, at the time the contractor submitted a proposal:
 - Alliance Residential 10/2022 – 01/2024
Columbus, GA
Clearing, grading, install sanitary sewer, storm sewer (4,409 LF), water main, curb & gutter, base and paving.
 - Neighbor Works 06/2022 – 01/2024
Columbus, GA
Clearing, install sanitary sewer, water main, storm sewer (3,995 LF), water main, curb & gutter, base and paving.
 - Columbus Consolidated Government 08/2018 – 04/2022
Columbus, GA
Grading, install sanitary sewer, storm sewer (10,649 LF), curb and gutter, base and paving.
- **Gordy Construction Company**
 - Gordy Construction Company has worked for both the City and Columbus Water Works on many projects of this nature.
 - The vendor has the manpower and equipment to perform any work given to them.
 - Gordy Construction is a large capacity contractor.
 - Qualifications/Experience:
 - Gordy Construction Company was incorporated in the State of Georgia on July 18, 1963.
 - The Senior Project Manager has over 55 years of experience as the project manager for each project undertaken.
 - The job superintendent has over 20 years of experience in all levels of difficulty, specializing in laying large diameter pressure pipe, manholes, pump stations, etc.

- Below are three recent projects for which the contractor has performed similar services, at the time the contractor submitted a proposal:

- Talbotton Road Widening 09/2016 – 12/2019
Columbus, GA
5,788 LF of 18' combined sewer, 645 LF of 24" combined sewer.
- Storm Drain Priority Repair 12/2018 – 03/2019
Columbus, GA
125 LF of 54" RCP, 247 LF of 48" RCP, 124 LF of 51" Arch Pipe, 348 LF of 24" RCP and 276 LF of 18" RCP.
- Andrews Road Sewer 09/2022 – 10/2022
Opelika, AL
3,650 LF of 8" PVC

- **KAM, Inc.**

- KAM, Inc., has done many projects of this nature for the City.
 - KAM has experience working in environmentally sensitive areas.
 - The vendor has met or exceeded the City's standards on past projects.
- Qualifications/Experience:
 - KAM, Inc., was formed as a corporation in the State of Georgia in 1988 as an environmental contracting firm.
 - The contractor's experience ranges from landfill construction and closure, pond closures, creek and riverbank restoration, storm sewer installation/replacement, general grading, and roadway construction and repair.
 - The company has provided varied services to Columbus Consolidated Government for the past twenty years.
 - Below are three recent projects for which the contractor has performed similar services, at the time the contractor submitted a proposal:
 - Ramboll 09/2021 – 01/2022
Gainesville, GA
Demo existing storm system and installed approximately 500' of new storm piping and structures at a Cargill facility.
 - Westrock 09/2021 – 09/2022
Cottonton, AL
Addition of a lined landfill cell which included the installation of approximately 2,500 LF of storm and leachate collection.
 - Columbus Consolidated Government 04/2019 – 10/2019
Columbus, GA

Install approx. 875' of 15" – 30" RCP for the City of Columbus. Installed all drop inlets and manholes associated with the new storm system.

- **Strack, Inc.**

- Strack, Inc., has performed many of these types of projects.
- Vendor has extensive experience installing large scale storm and sanitary systems.
- Strack routinely works on governmental projects.

- Qualifications/Experience:

- Strack, Inc., is a third-generation family-owned heavy civil construction firm.
- The firm was founded in 1948.
- Vendor's primary sectors of construction are municipal pipeline construction, boring and tunneling, pump station construction, railroad construction for Norfolk Southern and CSX, landfill construction, and pipeline testing.

- Below are three recent projects for which the contractor has performed similar services, at the time the contractor submitted a proposal:

- Busch Logistics – KBD Group 12/2021 – 03/2022
Atlanta, GA
Full sitework services, clearing, grading, storm. Including 12-60" HDPE N-12 totaling 7,930 LF.
- Makita Tools – Evans General Contractors 02/2021 – 04/2022
Alpharetta, GA
Full sitework services, clearing, grading, storm. Including 18-54" RCP totaling 8,162 LF.
- Six Flags – Evans General Contractors 06/2022 – Present
Alpharetta, GA
Full sitework services, clearing, grading, storm. Including 18-48" RCP totaling 3,594 LF.

The City's Procurement Ordinance Article 3-110 (Competitive Sealed Proposals for the procurement of Equipment, Supplies and Professional Services) governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the evaluation results and cost information have been submitted to the City Manager in a separate memo for informational purposes.

Funds are budgeted each fiscal year for this ongoing expense, in various accounts of the Engineering Department.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE EXECUTION OF ANNUAL CONTRACTS WITH ALEXANDER CONTRACTING COMPANY, INC. (FORTSON, GA), GORDY CONSTRUCTION COMPANY (FORTSON, GA), KAM, INC. (COLUMBUS, GA), AND STRACK, INC. (FAIRBURN, GA) TO INSTALL OR REPLACE ELEMENTS OF STORM SEWER/COMBINED SEWER SYSTEMS ON AN AS-NEEDED BASIS.

WHEREAS, an RFP was administered (RFP No. 23-0035) and four proposals were received; and,

WHEREAS, the proposals submitted by Alexander Contracting Company, Inc., Gordy Construction Company, KAM, Inc. and Strack, Inc. met all proposal requirements and were evaluated responsive to the RFP; and,

WHEREAS, the initial term of the contract shall be for five (5) years with the option to renew for five (5) additional twelve-month periods. Contract renewals will be contingent upon the mutual agreement of the City and the Contractor.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to execute annual contracts with Alexander Contracting Company, Inc. (Fortson, GA), Gordy Construction Company (Fortson, GA), KAM, Inc. (Columbus, GA) and Strack, Inc. (Fairburn, GA) to install or replace elements of storm sewer/combined sewer systems on “as needed” basis. The contractors will submit quotes to the Engineering Department for each project that arises during the course of the contract. Funds are budgeted each fiscal year for this ongoing expense, in various accounts of the Engineering Department.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the ____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____
- Councilor Hickey voting _____
- Councilor Huff voting _____
- Councilor Thomas voting _____
- Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

O. Multi-Purpose Dog Handler Packages (Annual Contract) – RFP No. 24-0018

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Multi-Purpose Dog Handler Packages (Annual Contract) – RFP No. 24-0018
INITIATED BY:	Finance Department

It is requested that Council authorize the execution of an annual contract with Custom Canine Unlimited (Gainesville, GA), to provide multi-purpose dog handler packages for the Columbus Police Department.

The vendor will provide quality and healthy canines, handler training, equipment, vehicle upfitting and full support for the Police Department. The trained canines and handlers will provide added Public Safety in apprehension, drug detection and tracking. An initial purchase of two packages is anticipated. Additional packages will be purchased on an “as needed” basis.

The contract term shall be for one (1) year with the option to renew for four (4) additional twelve-month periods. The contract renewals shall be contingent upon the mutual agreement of the City and the Contractors.

Annual Contract History:

This is a new annual contract.

RFP Advertisement and Receipt of Proposals:

RFP specifications were posted on the web pages of the Purchasing Division, the Georgia Procurement Registry and DemandStar on January 8, 2024. This RFP has been advertised, opened and evaluated. Three (3) proposals were received by the due date of February 16, 2024, from the following vendors:

Custom Canine Unlimited (Gainesville, GA)

Alabama Canine Law Enforcement Officer's Training Center (Northport, AL)

Von Der King Kennels and Training (Jasper, GA)

The following events took place after receipt of the proposals:

RFP MEETINGS/EVENTS		
Description	Date	Agenda/Action
Pre-Evaluation	3/6/2024	The Purchasing Manager advised evaluation committee of the RFP rules and process. The proposals were distributed to committee members for review.

1 st Evaluation	3/28/2024	Committee members discussed the proposals from all vendors. The Committee requested clarifications from the vendors.
Clarification Request Sent	5/1/2024	Clarification letters were forwarded to all vendors.
Clarifications received and Forwarded to Committee	5/7/2024	Clarification responses were received and forwarded to the Committee. No further clarifications were requested.
Committee Ready to Evaluate	5/30/2024	After reviewing the clarifications, all members of the Committee indicated they were ready to evaluate.
Evaluation Forms Sent	5/31/2024	Evaluation forms forwarded to the voting committee members.
Evaluation Forms Completed	8/16/2024	Final set of evaluation forms completed and returned to Purchasing.
Evaluation Results Forwarded	8/28/2024	The Evaluation Results were compiled, completed and forwarded to Committee members for review.
Recommendation	8/30/2024	It is the pleasure of the Committee to recommend award to the highest scoring vendor, Custom Canine Unlimited.

Evaluation Committee:

The proposals were reviewed by the Evaluation Committee, which consisted of three voting members from Columbus Police Department, one voting member from Columbus Fire and EMS, one voting member from Public Works.

A member of the Department of Homeland Security served as an alternate voter.

Serving as a non-voting advisor was a representative from the Columbus Police Department.

Award Recommendation:

The voting Committee members recommend award to Custom Canine Unlimited (Gainesville, GA), for the following reasons:

- **Custom Canine Unlimited**

- The owner was a Law Enforcement K-9 handler, with qualification both in the United States and internationally.
- Over 245 agencies served, to include previous work with Columbus Police Department.
- Lots of experience with both the canines, as well as the type of training required.
- Overall proposal is organized, and goals are clear, to include post-graduation training.
- Qualifications/Experience:
 - Custom Canine Unlimited is a reputable Law Enforcement K9 Training provider headquartered and licensed in the State of Georgia since 2007.

- Custom Canine Unlimited is owned and operated by law enforcement officers.
 - Custom Canine Unlimited has provided services and products to clients both nationally and internationally.
- Below are the last three clients for which the contractor has performed similar services, at the time the contractor submitted a proposal:
- Greene County Sheriff Office 2012 – Present
Greensboro, GA
Services include dog training, handler training, and equipment. Also provides ongoing training for their teams, to include certifications.
 - Walker County Sheriff Office 2014 – Present
Lafayette, GA
Services include Multi-Purpose Dog and Handler training.
 - North Augusta Department of Public Safety 2023 – Present
North Augusta, SC
Provides dog, handler training, full handler equipment package, vehicle equipment and upfitting.

The City's Procurement Ordinance Article 3-110 (Competitive Sealed Proposals for the procurement of Equipment, Supplies and Professional Services) governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the evaluation results and cost information have been submitted to the City Manager in a separate memo for informational purposes.

Funding for the various components of the initial purchase are available in the FY25: Multi-Government Project Fund – Finance – 23 EMB Justice Assistance Grant – Various; 0216 – 200 – 4128 - 6728, 6601, 6699, 6339, 7761.

Funding for additional packages will be budgeted in the appropriate fiscal year: VICE/Special Operations Forfeiture Fund – Police – Intelligence/Vice – Operating Materials; 0225-400-2100-VICE-6728.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE EXECUTION OF AN ANNUAL CONTRACT WITH CUSTOM CANINE UNLIMITED (GAINESVILLE, GA) TO PROVIDE MULTI-PURPOSE DOG HANDLER PACAKGES FOR THE COLUMBUS POLICE DEPARTENT.

WHEREAS, an RFP was administered (RFP No. 24-0018) and three proposals were received; and,

WHEREAS, an initial purchase of two (2) packages is anticipated. Additional packages will be purchased on an “as needed” basis. The multi-purpose dog handler packages include training of canines and handlers in apprehension, drug detection and tracking.; and,

WHEREAS, the proposal submitted by Custom Canine Unlimited met all proposal requirements and was evaluated responsive to the RFP; and,

WHERAS, the initial term of the contract shall be for one (1) year with the option to renew for four (4) additional twelve-month periods. Contract renewals will be contingent upon the mutual agreement of the City and the Contractor.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to execute an annual contract with Custom Canine Unlimited (Gainesville, GA) to provide multi-purpose dog handler packages. Funding for the various components of the initial purchase are available in the FY25: Multi-Government Project Fund – Finance – 23 EMB Justice Assistance Grant – Various; 0216 – 200 – 4128 - 6728, 6601, 6699, 6339, 7761.

Funding for additional packages will be budgeted in the appropriate fiscal year: VICE/Special Operations Forfeiture Fund – Police – Intelligence/Vice – Operating Materials; 0225-400-2100-VICE-6728.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the ____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____
- Councilor Hickey voting _____

Councilor Huff voting _____
Councilor Thomas voting _____
Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor

File Attachments for Item:

B. Sign Ordinance Enforcement Update – Ryan Pruett, Director, Inspections & Code



Sign Ordinance Update – September 10, 2024

Actions Taken

- Flyers explaining signage requirements are now being handed out when a new business obtains a Certificate of Occupancy
- Signage ordinance information has been mailed to all current business license holders.
- Created job description for position dedicated to sign enforcement. Human Resources is currently reviewing to assign the position to the appropriate pay grade.

Recommendations

- Provide two full time employees dedicated to sign ordinance enforcement. Employees would work some weekends to provide enforcement during times when violations occur.
- Revise minimum penalties for violations related to signs in the Right of Way to deter these violations.

Questions?

File Attachments for Item:

C. Columbus Animal Control & Care Center Update – Drale Short, Director, Public Works

Columbus Animal Care and Control

Drale Short

Director of Public Works

09/10/2024

Item #C.



PRESENTATION AGENDA

- Veterinarian Search - Where we are
- Medical Assistance - What we are doing
- Zoonotic Diseases - Parvo/Distemper
- GA Counties - Closed due to disease
- Department of Agriculture Policies
- Cleaning Protocols
- Vaccinations - Why
- ACC - Play Area
- ACC - Hours of Operation
- Type of Calls Handled
- Current Status of ACC Shelter

VETERINARIAN SERVICE PROVIDER SEARCH

- Veterinarian Search/Job Announcements
 - CCG Website
 - GVMA (Georgia Veterinary Medical Asso)
 - AVMA (American Veterinary Medical Asso)
 - In Deed
 - SACA (Sent for upcoming conference ad)
 - GLGPA (GA Local Govt Personnel Asso)
 - GMA (Georgia

Service Provider - RFP Proposed Timeline for completion.

- September 3, 2024:** Received the DeKalb County /Life Line RFP
- September 4, 2024:** We are actively proceeding with the development of our RFP utilizing this document as our example.
- September 13, 2024:** Turn over draft RFP to Purchasing for finalizing and advertising of this document. Advertising Date pending no questions or clarifications needed.
- September 20, 2024:** Advertise for a minimum of 15 business days with all submittals due on the 15th day.
* Contingent upon advertisement in the legal organ (Ledger-Enquirer)
- September 27, 2024:** RFP Committee confirmed.
- October 18, 2024:** All submittals received
- November 12, 2024:** Before Council for approval

VETERINARIA
N
SERVICE
PROVIDER
SEARCH

VETERINARIAN
SERVICE
PROVIDER
SEARCH

- August 23, 2024 - Individual Letters Mailed to all local Service Providers/Veterinarians.
- MOU w/PAWS
 - Vaccinations Only
 - Medical Care during Normal Working Hours
 - No euthanasia due to capacity issues.
- Medical Care After Hours
 - Private Service Providers - at cost

VETERINARIAN SERVICE PROVIDER SEARCH
cont'd

"Truthfully this will be a LOT of work and it would be extremely difficult to take this on "part-time." Hence I stated I would commit to onboarding full time. Once I am on-boarded even for 1 month I am exposed as the new vet and I have to deal with the repercussions of that (possibly life-time). I have a family, small kids..."

~ vet candidate



Zoonotic DISEASES

- **PARVO** – Parvovirus is a disease of the stomach and small intestines, where it destroys cells, impairs absorption, and disrupts the gut barrier. Parvo in puppies also affects the bone marrow and lymphopoietic tissues, and in some cases can also affect the heart.
- **DISTEMPER** - also known as canine distemper, is a highly contagious virus that affects the respiratory, gastrointestinal, and nervous systems of a variety of animals:
 - Hosts: Dogs, raccoons, skunks, foxes, coyotes, wolves, mink, river otters, weasels, badgers, and ferrets.

GA Counties

Closed Shelters Due to Parvo/Distemper:

- CW GA/Columbus Animal Care & Control
- NE GA/Athens-Clark County Animal Services
- NE GA/White County Animal Shelter
- NC GA/Clayton County/Jonesboro Animal Control Facility
- NC GA/Ellenwood Animal Facility
- NE GA/Hall County Animal Shelter
- NE GA/NE Ga Animal Shelter
- NW GA/Carroll County Animal Shelter
- South GA/Cordele Animal Services
- SW GA/Albany Humane Society
- South GA/Enigma Animal Services

Union County Animal Shelter temporarily closed to new animals due to Parvovirus outbreak

Medical experts caught the virus and quarantined the animals as a precaution.

HOME > FRONT PAGE > Shelter Closed for Parvo Outbreak

Shelter Closed for Parvo Outbreak

May 6, 2024 | Jefferson Weaver | From Page, Government, Health, Lead Story, News | Comments Off



HIGH POINT NEWS

Outbreak of highly contagious dog virus identified in High Point

by: [Caroline Bowyer](#)
 Posted: May 7, 2024 / 06:48 PM EDT
 Updated: May 7, 2024 / 10:22 PM EDT

2 South Ga. animal shelters quarantining after dogs test positive for Parvo

It is unknown if the outbreaks at both animal shelters are connected.



It is unknown if the outbreaks at both animal shelters are connected.

Bernalillo County Animal Care Center recovers from parvovirus outbreak

By KOB
July 18, 2024 - 8:55 PM

Distemper virus, not rabies, is ravaging raccoons, threatening unvaccinated dogs

Published: Jun. 16, 2024, 3:30 p.m.

Tuscaloosa Metro Animal Shelter closed while workers sanitize building after canine distemper cases

By [Bryan Henry](#)

Published: Jun. 26, 2024 at 6:33 PM EDT



TUSCALOOSA, Ala. ([WBRC](#)) - Animal adoptions are on hold at the Tuscaloosa Metro Animal Shelter following two confirmed cases of canine distemper. Two dogs had to be euthanized because of the dangerous virus.

Workers at the shelter continue to sanitize every square inch of the building, normal protocol after learning two dogs there had the distemper virus.

"Right now, we're just focusing on quarantine," said Raquel Kimball.

Kimball is the kennel manager at the Metro Animal Shelter. She says it's hard to say for now whether they've gotten the virus under control, primarily because it costs \$200 to test a dog.

Additional Articles

- <https://www.thelancet.com/journals/laninf/article/PIIS1473-3099%2824%2900373-6/fulltext>
- <https://www.fox43.com/article/life/animals/parvovirus-outbreak-at-york-county-sPCA-dogs-vaccine-adoption/521-f0945922-c36f-4031-bafc-f1f3bb2751dd>
- <https://www.timesfreepress.com/news/2024/may/22/outbreaks-temporarily-close-two-chattanooga-area/>
- <https://www.walb.com/2024/06/12/parvovirus-outbreak-reported-cordele-shelter-closed/>
- <https://www.midlandtexas.gov/CivicAlerts.aspx?AID=1425>
- <https://www.dailytrib.com/2024/06/04/hill-country-humane-society-hit-by-canine-distemper-outbreak/>
- <https://baynews9.com/fl/tampa/news/2024/01/13/dog-distemper-fort-de-soto>
- <https://www.ksla.com/2024/02/09/distemper-cases-discovered-raccoons-shreveport-neighborhoods/>

Comprehensive Sanitation Practices

CLEANING CHEMICALS

1. BLEACH
2. WYSE-WASH
3. HOT SOAPY WATER
4. ACCEL- DISINFECTANT
CLEANER

FOR VETERINARY USE
(Hydrogen peroxide base)

Comprehensive Sanitation Practices

- Routine cleaning protocols which include daily disinfection of living quarters, common areas and high-touch surface using veterinary-grade disinfectants that are effective against the parvo virus.
- Detailed processes such as thorough sterilization, complemented by the use of personal protective equipment (PPE) to ensure the safety of shelter staff.

Comprehensive Sanitation Practices

- When a positive case of a contagious zoonotic disease is confirmed the following Department of Agriculture cleaning protocols are done:
- Parvo: Quarantined Affected Area/3 days
 - Affected area (s) are cleaned twice a day with Bleach, WYSE-Wash, soap and water.
 - Cleaning protocols are required to be done twice a day for three (3) consecutive days,
 - Affected area must remain vacant while under this quarantine.

Comprehensive Sanitation Practices

- Distemper: Quarantined Affected Area 30 days(s)
 - Affected area (s) are cleaned twice a day with Bleach, WYSE-Wash, soap and water.
 - Cleaning protocols are required to be done twice a day for thirty (30) consecutive days.
 - Affected area (s) must remain vacant while under this quarantine period.

Routine Cleaning Modifications

Additional Spade Sets were purchased so that each area has its own spade to scoop fecal matter

Additional bins purchased and placed strategically throughout the kennels for ease of fecal matter disposal

Hose Holders installed in the Quarantine, Isolation and Holding areas to promote better sanitation and safety.

Disposable foot cover holders and foot covers installed at the entrances of kennel areas for staff and patrons to place on their feet before entering the

WHY VACCINATE?

INTAKE VACCINATIONS

*BORDATELLA

*RABIES

*DISTEMPER

*PARVO (distinctive
smell)

* Deworming process
begins at
intake.

* Hookworms can imitate
parvo with blood
stools but not the
smell

Treatment of Parasites in Animals

Prevalent parasites include fleas, ticks and various intestinal worms such as round and hookworms

Regular deworming treatments are part of the shelter's health management plan using established guidelines on dosage and administration

VACINATION INCUBATION PERIOD

VACINATION INCUBATION PERIOD

- Vaccination incubation period is for two (2) – fourteen (14) days.
- Once animals are vaccinated the incubation period begins and these animals are watched closely.
 - Looking for signs of lethargy, loss of appetite, vomiting, loose/uncontrollable/bloody stools.
- The vaccinations can manifest the disease in

INCUBATION PERIOD CONT.

VACINATION INCUBATION PERIOD

- If these signs appear, test for Parvo.
- Test kits cost \$88.00 for 5 test
- Results:
 - Positive - Veterinarian direction for treatment to include euthanasia

Animal Control Play Area



At the direction of the veterinarian the use of the play area was closed in July-August of 2023 due to parvo

Why? The Parvo virus can live in the ground for up to nine years. It's a highly contagious virus that can survive in many environments, including soil, carpet, furniture, clothes, and shoes. Parvovirus is resistant to most cleaning products, but bleach is one of the few disinfectants that can kill it. The most effective way to rid the ground of

The Department of Agriculture is visiting the shelter today and will be asked for their input on what is the best approach to address getting rid of parvo in the soil and what measures can be taken to minimize future exposure.

Soil Sample Testing

- Georgia Department of Public Health Environmental Health Section
- Individuals approved to conduct soil investigations:
 - Ellerslie, GA - Geologist
 - Talbotton, GA - Soil Scientist
 - Phenix City, AL - Engineer
 - Columbus, GA - Soil Scientist
- We have left messages to schedule this sampling and are waiting on a return call.

CACC Hours of OPERATION S

Day of the Week	Current Hours of Operation	Hours of Operation Effective Monday, August 26, 2024
SUNDAY	CLOSED TO THE PUBLIC	CLOSED TO THE PUBLIC
MONDAY	OPEN 10-5	CLOSED TO THE PUBLIC
TUESDAY	OPEN 10-5	OPEN 1-5
WEDNESDAY	OPEN 10-5	OPEN 10-5
THURSDAY	OPEN 10-5	OPEN 10-5
FRIDAY	OPEN 10-5	OPEN 10-5
SATURDAY	OPEN 10-5	OPEN 10-5

CACC temporarily amended hours of operations to the following:

* Dept. of Agriculture Order: due to recent positive Distemper test in the general population run areas (40) kennels. The ACC is not able to process any Intakes or adoptions for the next 30 days.

CACC
Hours of
OPERATION
S
Cont.

CACC temporarily amended hours of operations to the following:

CACC TEMPORARILY AMENDED ITS HOURS OF OPERATIONS TO THE FOLLOW:

- MAY 16, 2024** - CLOSED DUE TO PARVO
- JUNE 5, 2024** - CLOSED DUE TO PARVO
- AUGUST 20, 2024** - CLOSED DUE TO PARVO
- AUGUST 26, 2024** - ALTERED HOURS DUE TO STAFFING SHORTAGES
- SEPTEMBER 6, 2024:** CLOSED TO INTAKE/ADOPTIONS DUE TO DISTEMPER

Dept. of Agriculture Order: due to recent positive Distemper test in the general population run areas (40) animals runs. The ACC is not able to process any Intakes or Adoptions for

Types of calls

Injured Animals

All animal bites

Animal to Animal bites / attacks

Animal involved accidents

Cruelty/Neglect/Abuse

Dead Animal Pick-up (Monday
through Friday)



QUESTIONS

?

THANK YOU!

File Attachments for Item:

DATE: September 10, 2024

TO: Mayor and Councilors

FROM: Finance Department

SUBJECT: Advertised Bids/RFPs/RFOs

September 11, 2024

Liberty Theater Re-Roofing Project – RFB No. 25-0003

Scope of Bid

Provide all labor, equipment and materials to remove the existing roof at the Liberty Theater and install a new fully-adhered Colonial Red FiberTite KEE fleeceback roof system (or equal), in full compliance with the project manual.

September 13, 2024

Auditing Services (Annual Contract) – RFP No. 25-0006

Scope of RFP

Columbus Consolidated Government is requesting proposals to establish a contract for the professional services of a Certified Public Accountant for financial and compliance audits. The contract will be for five consecutive fiscal years beginning with the fiscal year ending June 30, 2025, and ending with the fiscal year ending June 30, 2029, with an option to renew for five additional twelve-month periods.

September 20, 2024

Consulting Services for Recycling Center – RFP No. 25-0009

Scope of RFP

The Consolidated Government of Columbus, Georgia (the City) invites qualified and interested individuals or firms to provide consulting services to perform a needs assessment/recommendation. The consultant will assist with the purchasing of equipment, technology and the writing of specifications for these and other management services pertaining to the efficient operations of the City's Recycling Facility, To include the processing, sales, marketing of the single stream recycling materials.

Bullet Recovery System for the Police Department – RFP No. 25-0010

Scope of RFP

The Consolidated Government of Columbus, Georgia (the City) invites qualified and interested parties to furnish and install one Bullet Recovery System for use in forensic firearms examinations for the Columbus Police Department.

On Hold

Comprehensive Inmate Healthcare Services for Muscogee County Jail (Annual Contract) – RFP No. 25-0005

Scope of RFP

Columbus Consolidated Government, on behalf of the Muscogee County Sheriff's Office, is seeking proposals for the provision of healthcare services for offenders incarcerated at the Muscogee County Jail. The requested services consist of medical, dental, and mental health, as well as healthcare personnel. Medical services include but are not limited to x-ray, laboratory, and prescription drug services for a rated capacity of 1069 inmates.

The term of this contract will be for two (2) years, with the option to renew for three (3) additional twelve-month periods.

**Columbus Consolidated Government
Bid Advertisement - Agenda Item**

DATE: September 10, 2024
TO: Mayor and Councilors
FROM: Finance Department
SUBJECT: Advertised Bids/RFPs/RFQs

September 11, 2024

1. Liberty Theater Re-Roofing Project – RFB No. 25-0003

Scope of Bid

Provide all labor, equipment and materials to remove the existing roof at the Liberty Theater and install a new fully-adhered Colonial Red FiberTite KEE fleeceback roof system (or equal), in full compliance with the project manual.

September 13, 2024

1. Auditing Services (Annual Contract) – RFP No. 25-0006

Scope of RFP

Columbus Consolidated Government is requesting proposals to establish a contract for the professional services of a Certified Public Accountant for financial and compliance audits. The contract will be for five consecutive fiscal years beginning with the fiscal year ending June 30, 2025, and ending with the fiscal year ending June 30, 2029, with an option to renew for five additional twelve-month periods.

September 20, 2024

1. Consulting Services for Recycling Center – RFP No. 25-0009

Scope of RFP

The Consolidated Government of Columbus, Georgia (the City) invites qualified and interested individuals or firms to provide consulting services to perform a needs assessment/recommendation. The consultant will assist with the purchasing of equipment, technology and the writing of specifications for these and other management services pertaining to the efficient operations of the City's Recycling Facility, To include the processing, sales, marketing of the single stream recycling materials.

2. Bullet Recovery System for the Police Department – RFP No. 25-0010

Scope of RFP

The Consolidated Government of Columbus, Georgia (the City) invites qualified and interested parties to furnish and install one Bullet Recovery System for use in forensic firearms examinations for the Columbus Police Department.

On Hold

1. Comprehensive Inmate Healthcare Services for Muscogee County Jail (Annual Contract) – RFP No. 25-0005

Scope of RFP

Columbus Consolidated Government, on behalf of the Muscogee County Sheriff’s Office, is seeking proposals for the provision of healthcare services for offenders incarcerated at the Muscogee County Jail. The requested services consist of medical, dental, and mental health, as well as healthcare personnel. Medical services include but are not limited to x-ray, laboratory, and prescription drug services for a rated capacity of 1069 inmates.

The term of this contract will be for two (2) years, with the option to renew for three (3) additional twelve-month periods.

File Attachments for Item:

Referrals 9.10.24

Columbus Consolidated Government Council Referrals

Item #	Status	Date of Request	Requested By	Proposed Work Session Item and/or Referral	Assigned To	Responses
1	In Progress	9/9/2024	Toyia Tucker	Play Area of Animal Control Look at bringing in a company to clean the back play area at Animal Care & Control and someone to test the surfaces for Parvo.	Animal Control	Animal Control : The Georgia Department of Public Health, Environmental Health Section has provided us with the names of several testers in our district. We have reached out to four individuals in our immediate area and will schedule to have this done. We are still waiting to hear from those we have contacted to confirm a day and time for testing.
2	In Progress	9/5/2024	Robert Garrett	Animal Control Volunteers Reevaluate individuals banned from volunteering at Animal Care & Control and if there is still a legitimate reason for an individual to continue to be banned, bring that information to Council for final determination.	Animal Control	
3	Completed	9/5/2024	Toyia Tucker	Gas Station Limits Resend recommendations for limiting gas stations.	Planning	Planning: Emailed to Councilors on 8/28/24.
4	In Progress	9/5/2024	Joanne Cogle	Third Party Management Look at putting out an RFP for a 3rd party to manage Animal Care & Control, with the condition that members of the Council can meet with staff prior to the RFP going out to ensure some of the conditions included in the	Animal Control	

Item #	Status	Date of Request	Requested By	Proposed Work Session Item and/or Referral	Assigned To	Responses
				original RFP are amended to meet the concerns expressed by the citizens.		
5	Completed	8/22/2024	Travis Chambers	<p>Code Enforcement Hot Spot Have Code Enforcement to look at Head Street.</p>	Code Enforcement	Code Enforcement: Code Enforcement has had several cases on Head Street this year and will continue to work cases on Head Street and in the surrounding areas as violations are reported or viewed by Code Enforcement.
6	Completed	9/6/2024	Toyia Tucker	<p>Splash Pad time frame Let's make an effort to minimize/reduce the five-month design to ensure the splash pads are ready for next summer.</p>	Parks & Recreation Inspections & Code/ Building	Inspections & Code/ Building: Update provided during City Council meeting on 8/27/2024. Presentation attached. Attachments Included: SplashPadTimeline_CouncilUpdate_8-27-24.pdf
7	Completed	9/5/2024	Toyia Tucker	<p>Design Selection Survey Include a school in District 4 in the design selection survey for the splash pad going into District 4.</p>	Parks & Recreation	Parks & Recreation: We have released a survey for Carver Park and City Services Center and reached out to Superintendent Lewis to share it. We know the request was to share it with specific schools; however, we believe that it is prudent that all students and their parents in the district have a chance to voice their opinions to ensure that we are getting a diverse and complete picture of what our citizens

CSC Splashpad Timeline

- Design started - April 2024
- Design Completion - September 2024
- Permit Received from City and Health Department – November 2024
- Construction Start – November 2024
- Splashpad Completion – March 2025

Carver Park Splashpad Timeline

- Design started - June 2024
- Design Completion - October 2024
- Permit Received from City and Health Department – December 2024
- Construction Start – December 2024
- Splashpad Completion – May 2025

Item #	Status	Date of Request	Requested By	Proposed Work Session Item and/or Referral	Assigned To	Responses
						want.
8	Completed	9/6/2024	Toyia Tucker	<p>Quality Control Roster and Hotspots Provide a list of who is going out on Saturdays and show some of the hotspots that we still have issues with signs being attached to stop signs and the local businesses that have their signs on the city's rights-of-way.</p>	311 Citizen's Services Center Inspections & Code/ Building	<p>311 Citizen's Services Center: Attached is the Quality Control Schedule for the quarter.</p> <p>Inspections & Code/ Building: We currently don't have an official way of tracking this information. Occasionally, we will receive a work order from 311 informing us where to remove signs, but this is our only metric. We frequently remove signs from our large streets, such as Macon Rd, Buena Vista Rd, River Rd, etc.</p> <p>Attachments Included: QCT Schedule September - December 2024 (002).pdf</p>
9	In Progress	8/19/2024	Toyia Tucker	<p>Life Guards Let's do a markup of how much it would cost to increase the pay for lifeguards and the part-time employees in Parks & Recreation.</p>	Parks & Recreation	
10	Completed	9/5/2024	Toyia Tucker	<p>Aquatic Center Bring information that lists the revenue versus cost for the Aquatics Center.</p>	Parks & Recreation	<p>Parks & Recreation: Please see the attached revenue and expenses from FY22-FY24.</p> <p>Attachments Included: CAC Revenues v Expenditures 22-</p>

Columbus Consolidated Government

Item #

Quality Control Team

Name/Department	District	September	October	November	December
Everett Fleming/METRA	1	7 th & 8 th	5 th & 6 th	2 nd & 3 rd	7 th & 8 th
Stacey Hodges/CPD	2	7 th & 8 th	5 th & 6 th	2 nd & 3 rd	7 th & 8 th
Audrey Battle/Civic Center	3	14 th & 15 th	12 th & 13 th	9 th & 10 th	14 th & 15 th
Robin Lewis/Trade Center	4	14 th & 15 th	12 th & 13 th	9 th & 10 th	14 th & 15 th
Julie Harbuck/Fire EMS	5	21 st & 22 nd	19 th & 20 th	16 th & 17 th	21 st & 22 nd
Heather Gibbons/ Municipal Court	6	21 st & 22 nd	19 th & 20 th	16 th & 17 th	21 st & 22 nd
Carlton Stephens/Human Resources	7	28 th & 29 th	26 th & 27 th	23 rd & 24 th	28 th & 29 th
Altemese Wilson/DCM Office	8	28 th & 29 th	26 th & 27 th	23 rd & 24 th	28 th & 29 th
Reserved Team					
Crystal Funchess/Finance Department				30 th & 1 st	
Shannel Davison/ Finance				30 th & 1 st	

2024 Schedule

The Reserved Team works 5th Weekends and serve as a fill in for others who are unable to work on their scheduled weekend. If you need to change a weekend with others, you will need to coordinate with them not later than 48 hours prior to the scheduled weekend. You can call or email them to make alternate schedule arrangements. You will have to change the entire weekend, not just a Saturday or a Sunday...the entire weekend.

Safety Considerations:

- Be extremely careful and cautious when using your equipment (Cellphone or iPad) when inputting work orders.

Please make sure to return the pool car & equipment by Monday at 12:00pm

Columbus Aquatic Center:

EXP. 0101-270-4414-NATA **REV.** 0101-099-1999-
4686, 4687, 4688, 4689, 4690, 4848

<i>Item #</i>

	FY22	FY23	FY24
Revenue	\$159,675.46	\$165,723.54	\$176,620.48
Personnel Exp.	\$420,066.46	\$512,692.00	\$446,327.99
Operating Exp.	\$372,593.64	\$415,247.64	\$397,520.61

Item #	Status	Date of Request	Requested By	Proposed Work Session Item and/or Referral	Assigned To	Responses
						24.pdf
11	In Progress	9/9/2024	Toyia Tucker	Homelessness in Columbus Schedule a meeting to discuss concerns about other cities bringing homeless people to our community to reduce their homelessness PIT count.	Community Reinvestment	Community Reinvestment: Pat Frey from Home for Good is handling the coordination of this meeting.
12	In Progress	9/6/2024	Charmaine Crabb	Relocation of Animals in Court Cases Is requesting that we find a permanent place for the dogs involved in court cases so their numbers don't affect the amount of animals that we can keep at Animal Control	Deputy City Manager of Operations Animal Control	
13	In Progress	4/15/2024	Joanne Cogle	Cost Benefit Analysis I would like to ask for a cost-benefit analysis for Public Works to determine whether it's best to privatize, do a hybrid, or operate ourselves. They want to know how much it costs to operate. The previous presentation was potential, not actual. She is asking for all the information at one time (Competitive RFP, Hybrid, and our operations) and to compare them side by side.	Deputy City Manager of Operations Integrated Waste Management	
14	Partially Completed	6/21/2024	Judith Thomas	Service Into Brookstone What do we need to do to look into providing service to Brookstone?	METRA Transit Deputy City Manager of	METRA Transit: A Comprehensive Transit Study was approved by Council in the City's FY25 Budget. The Consultants hired to conduct the study

Item #	Status	Date of Request	Requested By	Proposed Work Session Item and/or Referral	Assigned To	Responses
					Operations	will assess our current service, determine the need for On-Demand, microtransit service, service to Brookstone Centre, and other locations in Columbus currently not serviced by METRA's fixed routes. METRA will begin the RFP process with the Purchasing Division.
15	In Progress	2/21/2024	Glenn Davis	Budget for the Stadium Councilor Davis would like an explanation of how staff came up with the \$50 million dollar budget for Golden Park.	Deputy City Manager of Infrastructure and Financial Planning	
16	Partially Completed	8/20/2024	Joanne Cogle	Rigdon Park Requests that we purchase a gate at Rigdon Park similar to the gate that we installed at Carver Park.	Deputy City Manager of Operations Parks & Recreation	Parks & Recreation: The gates have been ordered and will be installed by the vendor once the gates are fabricated.
17	Partially Completed	4/17/2024	Glenn Davis	Integrated Waste Numbers Requests the following information: 1. What is the total operational cost of the recycling center? 2. The annual Cost of what we have to do on maintenance, excluding heavy equipment (EPD maintenance	Deputy City Manager of Operations Integrated Waste Management	Integrated Waste Management: Q1. What is the total operational cost of the recycling center? FY'24 Budget total operational cost including staffing is \$1,063,597.00.

Item #	Status	Date of Request	Requested By	Proposed Work Session Item and/or Referral	Assigned To	Responses
				of landfill). 3. What is the total cost to mitigate the closure of portions of the landfill?		
18	In Progress	4/22/2024	Charmaine Crabb	Parks & Recreation Update - Clean Up Requests that a day of work or weekend of work be coordinated for citizens in Heath Park	Deputy City Manager of Operations Parks & Recreation	Parks & Recreation: Councilor Crabb sent Holli an email on 9-18-23 stating that she had reached out to the homeowners association and would get back to us. As of 9-20-23, we have not heard back from Councilor Crabb. Update 10/24/23 Councilor Crabb is working on getting a grant from the Georgia Association of Realtors to fund the upgrades. 12/12/2023 No other response can be provided by Parks and Recreation. Resources will be provided when the homeowner's association contacts the department to schedule a date.
19	In Progress	1/23/2024	Tyson Begly	Fire & EMS I had two follow-upsg from slide 7 of the Fire EMS PowerPoint in the last meeting: https://mccmeetingspublic.blob.core.usgovcloud	Fire and EMS Deputy City Manager of Infrastructure and Financial	Fire and EMS: See the Attachment

Item #	Status	Date of Request	Requested By	Proposed Work Session Item and/or Referral	Assigned To	Responses
				dapi.net/columgameet-9989af2150264ee3a984571dda5c6614/ITEM-Attachment-001-97400da668ce4bf79d68029ba871e2ef.pdf: - Numbers on the Medicare/Medicaid clearing house, to know how much to put in and the additional level of coverage received. Numbers of how much a private billing service would cost, and the amount of money it would save, and the potential impact to our acco	Planning Finance	

File Attachments for Item:

1. RESOLUTION - A resolution excusing Councilor Byron Hickey from the September 10, 2024 Council Meeting.

RESOLUTION

NO. _____

A Resolution excusing Councilors absence.

THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES:

Pursuant to Section 3-103(6) of the Charter of Columbus, Georgia, Councilor Byron Hickey is hereby excused from attendance of the September 10, 2024 Council Meeting for the following reasons:

Personal Business:

Introduced at a regular meeting of the Council of Columbus, Georgia held on the 10th day of September 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____
- Councilor Hickey voting _____
- Councilor Huff voting _____
- Councilor Thomas voting _____
- Councilor Tucker voting _____

Sandra T. Davis
Clerk of Council

B. H. "Skip" Henderson, III
Mayor

Form revised 11-1-79, Approved by Council 11-6-79

File Attachments for Item:

2. RESOLUTION - A resolution excusing Councilor R. Walker Garrett from the September 10, 2024 Council Meeting. **(Add-On)**

RESOLUTION

NO. _____

A Resolution excusing Councilors absence.

THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES:

Pursuant to Section 3-103(6) of the Charter of Columbus, Georgia, Councilor R. Walker Garrett is hereby excused from attendance of the September 10, 2024 Council Meeting for the following reasons:

Personal Business:

Introduced at a regular meeting of the Council of Columbus, Georgia held on the 10th day of September 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Chambers voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____
- Councilor Hickey voting _____
- Councilor Huff voting _____
- Councilor Thomas voting _____
- Councilor Tucker voting _____

Sandra T. Davis
Clerk of Council

B. H. "Skip" Henderson, III
Mayor

Form revised 11-1-79, Approved by Council 11-6-79

File Attachments for Item:

3. Travel Authorization Request for Councilor Tucker to attend the 2024 GARC Annual Conference in St. Simons Island, Georgia.



COLUMBUS CONSOLIDATED GOVERNMENT

P.O. Box 1340
Columbus, Georgia 31902-1340

Item #3.

TRAVEL AUTHORIZATION REQUEST CITY COUNCILOR

Name of Traveler / Registrant	Toyia Tucker
Month of Travel	November 2024
Sponsored Organization and Conference / Training	24th Annual GARC Training Conference (Georgia Association of Regional Commissions) <i>St. Simons Island, Georgia</i>
Estimated Cost	<u>Registration</u> - <u>Hotel</u> - \$200 x 2 nights = \$400.00 <u>Reimbursable Amount</u> - TOTAL <u>ESTIMATED</u> COST: \$400.00 (Hotel Only)
Conference/Travel Budget	Beginning Balance - \$10,000

TRAVEL POLICY- Dated: September 16, 2013, which reads in part;

“City Councilors should submit their travel requests to the Clerk of Council. The Clerk of Council will list a request to approve travel on his/her agenda for a vote at a regular City Council meeting. All travel requests must conform to the requirements, terms and conditions of this Policy.”

Funds are available in the FY25 Budget to cover the expenses (0101-100-1000-CNCL-6641).

In accordance with the Travel Policy and Procedures of the Columbus Consolidated Government, As the Clerk of Council, I am respectfully requesting authorization for Councilor Toyia Tucker to attend the conference as listed above. Also, pursuant to Resolution No. 149-22, this request is applicable to the one reimbursable travel expense for a conference outside of Columbus, Georgia for FY 2025.

Sandra T. Davis
Clerk of Council
Council of Columbus, Georgia

Date

File Attachments for Item:

4. Email Correspondence from Emma Kimbrel, Board Secretary for the Community Development Advisory Council, requesting that the seats of Mr. Armando Fernandez (Mayor's Appointment) and Tamika McKenzie (Mayor's Appointment) be declared vacant due to a lack of attendance.

From: [Emma Kimbrel](#)
To: [Sandra T Davis](#)
Cc: [Brittney Thompson](#)
Subject: RE: CDAC Board Minutes/Summaries & Member removal
Date: Friday, August 30, 2024 9:34:40 AM
Attachments: [image001.png](#)
[image002.png](#)

Thanks, Sandra for that information.

There are two people who terms have ended and so need to be removed: Evan Collins and Virginia Dickerson.

And then two people missed three meetings in 2023 are:

Armando Fernandez – absent on June 8, September 14, and December 14, 2023. He also missed the two meetings we’ve had so far this year.

Tamika McKenzie – absent March 9, June 8, and September 14th, 2023. She has not been to the two meetings we’ve had so far this year either.

We would like to have all four members, those who have terms ended, and those who missed most meetings last year removed from the board.

Would you also mind sending me the City boards handbook? Members are asking for the CDAC bylaws to be amended and I want to ensure that the requested changes don’t go against any board rules that are in place by the City.

Thank you so much in advance for your help.



Emma Kimbrel
Community Reinvestment Planner
Columbus Consolidated Government
Direct: 706.225.3931
Kimbrel.Emma@columbusga.org
[Community Reinvestment | Home \(columbusga.gov\)](https://www.columbusga.gov)

From: Sandra T Davis <Davis.Sandra@columbusga.org>
Sent: Thursday, August 15, 2024 10:48 AM
To: Emma Kimbrel <Kimbrel.Emma@columbusga.org>
Cc: Brittney Thompson <BrittneyThompson@columbusga.org>
Subject: RE: CDAC Board Minutes/Summaries & Member removal

Thanks Emma,

The board can recommend a seat be declared vacant due to absences as outlined in Resolution 525-02, which reads that if the board member “misses three (3) meetings in a twelve-month period which are unexcused”. Therefore, when you provide the request to me, please make sure to list for each: the dates of the unexcused absences and that there are at least three within a one year time frame.

Please let me know if I can be of further assistance.

Sandra T. Davis

Sandra T. Davis
Clerk of Council
Council of Columbus, Georgia
Office: 706-225-4013
Direct Line: 706-225-3158
Email: davis.sandra@columbusga.org



"The greater the reward at the end of a journey is determined by how you handled the struggles along the way." (By ~ Sandra T. Davis)

From: Emma Kimbrel <Kimbrel.Emma@columbusga.org>
Sent: Thursday, August 15, 2024 10:30 AM
To: Sandra T Davis <Davis.Sandra@columbusga.org>
Cc: Brittney Thompson <BrittneyThompson@columbusga.org>
Subject: CDAC Board Minutes/Summaries & Member removal

Good morning, Sandra and Brittney!

I hope this week is treating you well. Our June meeting for CDAC had quorum for the first time since September of 2022. So, I am attaching the approved minutes from September and then all the summaries for the meetings after that. I also would like to go ahead and start the process for removing board members who are inactive. Does it have to be three consecutive meetings missed, unexcused, or just three meetings missed in general? Just so I know going forward. In any case the three people who do not show up are Evan Collins, Armando Fernandez, and Tamika McKenzie. How do I go about getting them removed?

Just let me know. If you have any questions, feel free to ask!

Thanks,



Emma Kimbrel
Community Reinvestment Planner
Columbus Consolidated Government
Direct: 706.225.3931
Kimbrel.Emma@columbusga.org
[Community Reinvestment | Home \(columbusga.gov\)](https://www.columbusga.gov/community-reinvestment)

File Attachments for Item:

5. Email Correspondence from Jeremy Cummings resigning from his seat on the Tree Board.

From: [Lindsey Mclemore](#)
To: [Sandra T Davis](#)
Subject: FW: Tree Board
Date: Wednesday, September 4, 2024 7:48:58 AM

From: Jeremy Cummings <JCummings@cwvga.org>
Sent: Tuesday, September 3, 2024 5:12 PM
To: Lindsey Mclemore <Mclemore.Lindsey@columbusga.org>
Subject: [EXTERNAL] RE: Tree Board

Lindsey,

I would like to resign my position on the Tree Board. I have enjoyed serving in this role but with my new role as President of Columbus Water Works, I need to step down from the Tree Board. Thanks.

Jeremy Cummings
President
Columbus Water Works
Office: 706-649-3462
Cell: 706-575-0282
www.cwvga.org

File Attachments for Item:

6. Minutes of the following boards:

Board of Tax Assessors, #29-24

Board of Zoning Appeals, May 1, June 5, and July 5, 2024

Columbus Golf Course Authority, August 20, 2024

Columbus Ironworks Convention & Trade Center Authority, June 27, 2024

Convention & Visitors Board of Commissioners, June 20, 2024

Hospital Authority of Columbus, June 25, and July 30, 2024

Keep Columbus Beautiful Commission, April 11, 2024

Retirees' Health Benefits Committee, November 15, 2023, February 21, and May 15, 2024



Columbus, Georgia, Board of Tax Assessors

GEORGIA'S FIRST CONSOLIDATED GOVERNMENT

Item #6.

City Services Center
3111 Citizens Way
Columbus, GA 31906

Mailing Address:
PO Box 1340
Columbus, GA 31902

Telephone (706) 653-4398, 4402
Fax (706) 225-3800

Board Members

Jayne Govar
Chairman

Lanitra Sandifer Hicks
Assessor

Kathy J. Jones
Assessor

Todd A. Hammonds
Assessor

Trey Carmack
Vice Chairman

Chief Appraiser
Suzanne Widenhouse

MINUTES #29-24

CALL TO ORDER: Chairman Jayne Govar calls the Columbus, Georgia Board of Assessors' meeting to order on Monday, August 19, 2024 at 9:00 A.M.

PRESENT ARE:

Chairman Jayne Govar
Vice Chairman Trey Carmack
Assessor Kathy Jones
Assessor Lanitra Sandifer Hicks
Deputy Chief Appraiser Glen Thomason
Recording Secretary Katrina Culpepper

APPROVAL OF AGENDA: Assessor Jones motions to accept agenda with noted change. Vice Chairman Trey Carmack seconds and the motion carries.

APPROVAL OF MINUTES: Vice Chairman Trey Carmack motions to accept the minutes as presented. Assessor Jones seconds and the motion carries.

MISCELLANEOUS: Taxpayer arrived @ 9:11. My Church dba Church on the Trail provided required documentation to Commercial division, who will bring the matter back to the Board next week after reviewing for non-tax status. Taxpayer left the meeting at 9:25.

At 9:27, Administrative Manager Leilani Floyd/Mary Hale present to the Board:

- Homesteads - #093 011 017 tabled for a decision until next week; all others Signed & Approved.

At 9:39, Personal Property Manager Stacy Pollard presents to the Board:

- Late Returns - Signed & Approved.

At 9:43, Residential Property Manager Paul Borst presents to the Board:

- CUVA Applications - #165 002 011; 149 001 029; 137 001 004; 137 001 016; 163 001 015H - Signed & Approved.

At 9:48, Chief Deputy Appraiser Glen Thomason presents to the Board:

- Map Splits - #076 001 027 & 052 - Signed & Approved.

At 9:52, Chairman Jayne Govar adjourns the meeting without any objections.

Suzanne Widenhouse
Chief Appraiser/Secretary

APPROVED:  8/26/2024


J. GOVAR
CHAIRMAN

In Late
L. SANDIFER HICKS
ASSESSOR


K. JONES
ASSESSOR


T. CARMACK
VICE CHAIRMAN

MIN# 70-24 SEP 9 2024

Board Members Present Were: Al Hayes, Shaun Roberts, Angela Strange, Kathleen Mullins.

City Personnel Present Were: Fred Cobb, Isaac Todd

Meeting Called to Order: 2:00pm

First order of business to approve minutes from April 3rd hearing. Shaun Roberts made a motion to approve the minutes. Seconded by Kathleen Mullins. All vote in favor, minutes approved.

BZA-04-24-000655

3982 Essex Heights

Yvette Turner present as owner of 3982 Essex Heights. She explains how her lot is landlocked and needs a driveway. Fred Cobb details the variance to the UDO is about frontage, and the creation of a flag lot. Olin Wise speaks when asked who he is. Gary Parrish steps up in support as the contractor. Parrish explains the plans and shows previously approved easements. Cobb inquires about the borders of the flag lot. Parrish replies about the borders and then also states that Moon & Meeks stated a new access from Almond Rd. would cost hundreds of thousands of dollars. Parish shows Yvette Turner sister's house Connie. Located at 3976 Essex Heights. Parish explains the easement again. Kathleen Mullins asks where the concrete driveway is currently located. Parish explains where the driveway is located. Cobb interjects saying this variance is for the lack frontage and not the easement. Deliberation among Cobb and Parish starts. Cobb continues to investigate to determine what the variance the board is looking at. Cobb and Mullins repeat to Parish they need to look at the lack of frontage as the variance. Al Hayes asks for clarity that the flag lot is just a detention pond. Hayes calls for more people in favor of the variance. Parish asks if the two sisters want to speak. Connie Turner steps up and announces that she originally owned all the property there and I splitting the lots for her sisters to build. Geneva Turner of 3982 Essex Heights steps up and states the hardship is building an access from Almond Rd is too expensive.

Hayes calls for opposition. Olin Wise of 3972 Essex Heights steps up. He states the 2 lots 260-C and 260-B came from a separate development off Almond Rd. 3976 Essex Heights was sold as one lot. It's all heavily wooded behind the houses. To his understanding Wise states that the new easement will go by his property line and create flag lots. He is thinking it will be multiple driveways. Wise is concerned that two driveways and a turnaround will create another curb cut. Parish and Cobb both confirm another curb cut will not happen. They will not widen or modify the existing curb cut. Roberts asks to be shown where on the map it will exist. Parish shows him. Roberts then asks Wise where his property line is in relation on the same map. Wise says his objection is it creates two flag lots. Cobb rebuttals that it's not two flag lots. They are easements. Wise then says due to the lot originally being 5 acres and then splitting it goes against the neighborhood design. Parish states a case of a separate neighborhood in which that occurred. Parish then relays he is confused about the UDO.

Wright Wade steps up. He informs the board that he developed this subdivision, and it had a restrictive covenant. They now have a HOA. Wade presents a map and shows on the first page the original plats. He circled the lot in question and had stars on the flag lots. Wade explains the different lots and who owns which. They were created 40 years ago. He states that

he neither for or against the variance and that he is here only to show how the lots were started. Roberts notes that they have no issue regarding the easement, but he has issue with a potential recorded plat. Cobb states the stamp on Parish plans isn't signed due to it being just a concept. Mullins says she feels the variance should be tabled. Hayes reminds the board not to worry about the easement. The variance is regarding the flag lot and no frontage. Parrish says he thought they had an easement. Cobb replies that it is conceptual. Roberts inquires if the flag lot will be built on. Cobb says more than likely no. Wise states his other concern is drainage due to the added concrete. Cobb says engineering has checked that already for the easement concept. Roberts announces that he has never seen a case this muddy ever before. Parrish informs the board that the previous residential planner Jamal Williams recommended the variance to him when he submitted plans to the building department. Wise inquires about an easement again. Roberts informs Wise that the board is voting on no frontage on lot C. Wise asks if the lot splitting matters. Mullins replies no. Angela Strange inquires about why it doesn't matter. Cobb details why to Strange.

CASE DECISION: Roberts motions to table the vote. Mullins seconds. All vote to table.

Roberts apologizes for having to table to the vote. Hayes suggests the presentation be simplified at the next meeting. Mullins suggests sending the recorded minutes out ahead of time for the board to review for the next meeting.

Hayes mentions Al Johnson and Cathy Williams from BHAR have concerns about the UDO. Hayes asks if he is still going to the city council about potential UDO changes. Cobb replies he hasn't heard anything. Hayes says he referred to the oil change location and how the UDO regarding them might change. Cobb says he will look at the text amendments and will review them. Mullins thanks Shaun for mentioning to Parish to talk less at the next meeting. She states it feels too casual with how the appellants approach the board. Cobb agrees and can see about changing it. Mullins went on to say how there was no chit chatting at the planning commission, and it would help the public if it was more professional. Mullins continues sharing that Parish's case is difficult. Cobb shares that Parish had made it confusing from the start. There are only two things being looked at, the no frontage and width. Hayes welcomes Angela Strange to the board. Mullins suggests to Strange to visit the sites physically ahead of time. See what they want firsthand. Roberts inquires about a board training, "with a new member it would be a perfect time."

Meeting adjourned at 3:13 P.M.

Board Members Present Were: Al Hayes, Shaun Roberts, Doug Jefcoat Angela Strange, Kathleen Mullins.
City Personnel Present Were: Fred Cobb, Isaac Todd
Meeting Called to Order: 2:00pm

BZA-03-24-00624

3045 Reese Rd.

Gerry Kennon and Melinda Kennon present for 3045 Reese Rd. Gerry Kennon explains it's a flag lot and difficult to access. They request a variance to split the lot. He continues to describe the dimensions of the lot. Kathleen Mullins asks what the hardship is for the case. Al Hayes clarifies the hardship is no access to the back to be able to build. Fred Cobb comments that it is a standard flag lot. Shaun Roberts inquires how the UDO prevents it. Cobb replies saying the lot size is limited due to the zoning of the lot. Doug Jefcoat clarifies about the UDO's application to zone type SFR2. Al calls for opposition.

CASE DECISION: Jefcoat motions to approve on land use and the lot shape making it difficult to build on. Angela Strange seconds. All vote to approve.

BZA-04-24-000655

3982 Essex Heights Ct.

Al states to conserve time, and due to the previous meeting for the case, he will ask questions first. Geneva Turner, Yvette Turner, Connie Turner, and Gary Parrish present for 3982 Essex Heights Ct. Al asks if anything has changed since the previous meeting? Al inquires about the proposed plat. Cobb speaks regarding that question. He states the plat was confirmed, due to oversight and management change in 2022. If the variance is approved no change to the plat will be needed. If it is denied the plat will need to be changed with the city. Al continues saying the hardship is the issue with the back road potential access and the amount it would cost. He asks the board if there are any other questions. The board agrees it was explained clearly.

Al allows Olin Wise to speak in opposition. Olin announces he has three points to contest. He states the lots used to be separate. Were joined and are now becoming separate again. A portion of the property used to be part of another subdivision that has a covenant. The second is the road frontage is sixty one feet wide at the curb with an egress that supports three houses and three mailboxes. He also states that there is one flag lot in the neighborhood that was deeded. Olin continues saying that his expectations of the neighborhood was to not be subdivided and have bigger lots. Mullins asks about the covenants. Cobb replies saying the covenants would be a civil issue. That they do not know about a HOA. Yvette turner mentions there will be no curb cut and mailboxes can be resolved. Parrish informs about the easement and access

being flipped from the existing house. Wise continues saying in Essex heights there are one acre lots. The back part of these lots were combined with another subdivision. The parcels are from two different subdivisions. Jefcoat asks Wise if there is no curb cut does it answer his concerns? Wise says no due to the proposed density of the housing. Parrish replies saying the Indian rock subdivision wouldn't be able to see the new houses. Cobb confirms again, when the city has an oversight like this. There are two options, approve or deny and re-plat it. Parrish emphasizes if denied it will cost more money and time to re-plat it again. One of the Turner sisters inquires which house on the map is Olin's. She then asks if his house has access to Almond Rd. Wise replies yes, he can access from both. Al asks board for any additional questions. Al then asks for a motion to vote.

CASE DECISION: Jefcoat motions to approve the plat from 2022. Strange seconds. Mullins votes against, the rest of the board votes for. Case approved.

BZA-05-24-001001

6830 Midland Commons Blvd.

Lisa Witner representing Panda restaurant group present for 6830 Midland Commons Blvd. Witner Describes the location and the relief for the parking. She states the needed capacity between the workers and customers for parking. She describes the dual drive though system and how there is only one shared access which is with the adjacent medical center. Witner emphasizes due to the slope the building is on the drive though board will be obscured. Jefcoat inquires where the building's front door will be. Witner points it out on the plans. Jefcoat then asks about the overlay and if the building is facing J.R. Allen. Cobb replies to Jefcoat stating that it's on Midland Commons. The door will determine frontage not the address. Mullins states she is confused about the layout and the need for the variance. Witner replies saying it's because of the overlay. Witner additionally says they will be adding a five foot wall for the slope and for screening. Roberts inquires about the landscaping for the building, if it will help with shielding for the overlay. Witner replies saying hedges are added. Al calls for opposition. He then restates the variances being requested for clarity.

CASE DECISION: Roberts motions to approve based on parking improvement and the overlay issue will be resolved due to height and landscaping. Mullins seconds. All vote to approve.

BZA-05-24-001002

7041 Whittlesey Blvd

Tim Simpson representing Simpson Construction present for 7041 Whittlesey. Simpson passes out supplemental imagery of location. Simpson is asking for a variance for parking. They developed Kia in 2011 with sixty four parking spaces and 200 for vehicles. Simpson continues stating they want to cut nine spaces for a new maintenance shop. They would hire ten to fifteen new mechanics. Cobb asks if it's on a

separate lot. Simpson replies yes. Roberts asks about future code changes for oil places. Cobb replies no, it's just an additional function. Al asks for opposition.

CASE DECISION: Mullins motions to approve. Jefcoat seconds. All vote to approve.

BZA-05-24-001003

600 2nd Ave.

Fredd Cobb is presenting for Larry Bussey due to an internal error. Cobb explains how the new property line was created. It also needed a setback change. Cobb state BHAR has pre-approved the set back change as well.

CASE DECISION: Roberts motions to approve. Mullins seconds. All vote to approve.

BZA-05-24-001008

2002 Box Rd.

Mike Avery of Schuster Enterprises present for 2002 Box Rd. Avery passes out a handout and explains he is developing property behind the office. The sewer easement prevents them from attaching a garage to the house. They need to reduce the setbacks to construct a carport.

CASE DECISION: Roberts motions to approve due to improving neighborhood. Jefcoat Seconds. All vote to approve.

BZA-05-24-001009

3800 Masee Ln.

Ginger Hickey representing Pro Signs LLC. Present for 3800 Masee Ln. Fred Cobb also presenting due to a city mistake. Cobb says he misinterpreted the UDO. He issues the permit ahead when it needs a variance. Cobb mentions Hickey has a letter. Hickey says the letter is from old town which is larger than the UDO for the overlay. Roberts states he is reluctant to deny. Many people will see the sign and then think they can make theirs this way too.

CASE DECISION: Jefcoat motions to approve due to it being constructed and a city mistake. Roberts seconds. All vote to approve.

Roberts reminds about voting on the minutes. Al remind members to think about the approval process and how it's like a flow chart on how variances get to them. Al says the concern is there are mistakes. Mullins speaks saying she is concerned when the city is at fault the fee should be waived. Cobb replies saying the variance fee is waived if the city made a mistake.

BZA June 2024
June 5th, 2024

Item #6.

Roberts motions to approve the minutes. Mullins seconds. All vote to approve the minutes.

Meeting adjourned 3:05 P.M.

Board Members Present Were: Al Hayes, Shaun Roberts, Doug Jefcoat.
City Personnel Present Were: Fred Cobb, Isaac Todd
Meeting Called to Order: 2:00pm

First Order of business is to approve minutes from June 5th hearing. Doug Jefcoat motion to approve the minutes. Shaun Roberts seconds. All vote to approve the minutes.

BZA-05-24-001111

10050 Whitesville Rd.

Richie Wilder of preferred pools present. Wilder states homeowners are absent. Wilder states location is 5 acres and has been that way since 1979. The lot is shaped like a diamond. Wilder shows where the septic tank is located and informs the board how it is in the way where the pool would normally go. He then says the house is far back from the road and that no neighbors have complained. Roberts asks for location of where the pool will go on a photo. Wilder shows him. Jefcoat asks if the pool has already been put in. Wilder replies no. Al calls for opposition.

CASE DECISION: Jefcoat motions to approve based on septic and odd lot shape. Shaun seconds. All vote to approve.

BZA-06-24-001233

8562 Galena

Ryan Davis present for moon and Meeks. Carol Medush property owner present as well. Davis states it's a 5-acre parcel at a dead-end road. It has a lack of frontage due to its position. They are wanting to split the parcel and rework the easements. Homeowner states mother lives there and is getting old. Her sister and her are taking care of their mother. She lives 14 hours away and her sister an hour and a half. They are planning on building on the lot for a place to stay when taking care of her. Davis says frontage is all that's being voted on. Al asks for opposition.

CASE DECISION: Roberts motions to approve. Jefcoat seconds. All vote to approve.

BZA-06-24-001235

4621 Milgen Rd

Ryan Davis presenting for Moon and Meeks. Davis states the location will be John Layfield's new business office. The owner needs more parking spots by 3 for future meetings. Davis says the hardship is the code is too restrictive for parking on how the building is zoned. Jefcoat asks size of the warehouse. Davis states 6500 square feet. Al calls for opposition.

CASE DECISION: Roberts motions to approve due to 5 parking spots for 6500 square feet is too small. Jefcoat seconds. All vote to approve.

BZA July2024
July 3rd, 2024

Item #6.

Meeting adjourned 2:17 P.M.

COLUMBUS GOLF AUTHORITY

AGENDA

August 20, 2024

CALL TO ORDER: Chairman William Roundtree

*Note- Housekeeping measure—please silence cell phones.

MINUTES: Offered for approval, the minutes of July 23, 2024.

WELCOME Deputy City Manager Pam Hodge, Ryan Pruett, and Drale Short: Q & A on golf course SPLOST projects

SUPERINTENDENT’S REPORT: Steve Brown – update on course conditions.

DIRECTOR’S REPORT: Jim Arendt

Updates on revenue reports for Bull Creek and Oxbow Creek Golf Courses.

Director’s comments: Briefing on a variety of items.

SPLOST projects update.

NEW BUSINESS:

1-Callahan memorial update-see attachments

2-Budget Committee

3-Clubhouse Committee

OLD BUSINESS:

PUBLIC AGENDA: Persons registered to speak to the Golf Authority.

ADJOURNMENT

***Note-Next Meeting**— September 24, 2024 @ 4:00 pm--Bull Creek Grill.

COLUMBUS GOLF AUTHORITY MINUTES

JULY 23, 2024

Chairman William Roundtree called the meeting to order.

Ken Crumpler made a motion, seconded by Richard Mahone, to approve the minutes of the June 25, 2024, meeting. The motion passed by unanimous vote.

With Superintendent Steve Brown on vacation, Director of Golf Jim Arendt updated the Authority on course operations and conditions, beginning with a description of immediate equipment needs. The list includes a John Deere Progator unit with assorted implements at a total price of \$91,913.87, available from Beard Equipment Co, Murfreesboro, Tenn., and a Kubota 4-wheel-drive backhoe available at a pre-negotiated state pricing cost of \$45,000, including needed attachments (loader, bucket, grapple and pallet forks) bringing the total price to \$83,950 from Mason Tractor Co. at Waverly Hall, Ga.

Arendt recommended the purchases be made using cash reserves available to the Authority and Ken Crumpler made a motion, seconded by Jim Houston, to authorize the spending of up to \$95,000 on the John Deere purchases and up to \$85,000 on the backhoe equipment. The motion was unanimously approved.

The director also reported that Oxbow Creek's greens have suffered from disease and a USGA expert who was already planning to inspect Columbus' courses came to the city and examined the Oxbow course. He reported the greens were affected by Pythium Root Rot. The typical age of golf greens' life is 25-30 years and the Oxbow greens are 26 years old, the expert said.

The recommendation includes aeration at least 8-10 inches below the greens' surface, for which a contractor must be brought in and estimates sought. The antiquated pumping station now serving Oxbow also must be replaced to provide adequate irrigation to provide proper and healthy growth.

Arendt also said irrigation capabilities may be enhanced by determining if "gray water" would be available for Oxbow use from the nearby Columbus Water Works treatment plant.

A note has been posted at Oxbow informing customers of the greens problem, apologizing for the inconvenience and reducing fees for play during the period of blighted surfaces.

Arendt also noted that the \$2,500 cost of the USGA visit and report was already planned, just moved to an earlier date.

The golf director reported that Bull Creek's revenues for the fiscal year ended on June 30 are still not yet available from the city's Finance Department, but he expects gross revenues at Bull Creek will exceed \$2.413 million. That will reflect about \$43.35 per round of play, and will include at least 294 annual memberships.

He reported that Bull Creek has collected about \$165,295 for the month to date, while Oxbow Creek has generated about \$45,197.

Assistant Pro Nikki Siter reported that Oxbow has one Ambassador training to assist with work inside the pro shop. Meanwhile, she is continuing with efforts to fill out the needed number of ambassadors to close daily shifts at the 9-hole course.

The cash reserves at Bull Creek total \$726,957, with Oxbow's reserves reporting (-\$56,128.57), Arendt said.

The Goodwill/GPGA Gene Siller Memorial grant of \$3,000 has been awarded to local golfer Carl Tutton, the director said. The money may be used to pay for costs of golf activities for the junior golfer.

The Authority-approved rate increases of \$1 weekdays and \$2 weekends were put into effect at Bull Creek on July 1, but Arendt recommended that rates for junior golf remain at \$5 for nine holes and \$10 for 18 holes. Gerald Miley made a motion, seconded by Ken Crumpler, to keep the junior rates at the current level. The motion passed unanimously.

Arendt also noted that the discount rates for senior golf groups playing at Bull Creek will be increased by \$1 per golfer on January 1, 2025, due to 2024 obligations.

A new vendor will be tested at Godwin Creek for a point-of-sale system. Golf Now is the current vendor at Bull Creek and Oxbow Creek, and the new system may be tested at Oxbow as well and could lead to a recommended switch in services in the near future, the director noted.

Another piece of equipment – a Spiker attachment – is needed to help Oxbow’s greens recover, he said, recommending spending up to \$5,000 for the device. Tommy Nobles made a motion, seconded by Jim Houston, to authorize spending up to \$5,000 from the reserve funds for that equipment. The motion passed unanimously.

Arendt reported that Oxbow Creek is awaiting delivery from Yamaha of 41 new carts, with six carts for Godwin Creek also. The purchase has been signed off on by the city and delivery is expected soon, he said.

The director noted that Philip Smith of the city’s Engineering Department, has been identified as the possible project manager for the new golf clubhouse to be erected at Bull Creek from SPLOST funds approved by voters. Before any further action can be taken, decisions must be reached as to expected dimensions of the facility, types of rooms and other matters, he said. It was suggested that someone from the city be made available to brief the Authority on SPLOST plans affecting the golf courses.

In a follow-up report on a previous salary issue affecting course employees, Arendt said the U.S. Department of Labor edicts affecting the posts of Assistant Professional I and Assistant Professional II has resulted in three pay scenarios being offered: 1) keep both affected employees in AP1 status as hourly employees, which would result

in about \$48,458 annual pay; 2) Move AP1 Golf Instructor to a \$43,888 salary and leave the Account Tech as an hourly employee; or 3) Move both employees to \$43,888 annual salary. The assistant pro at Oxbow Creek would be positioned as an AP1I at no additional cost.

A motion was made by Gerald Miley, seconded by Ken Crumpler, to raise the position of the Oxbow Creek assistant pro to AP1I and include the assistant pro at Bull Creek as an AP1I with a salary of \$43,888. The motion was passed unanimously.

Another motion was made by Tommy Nobles and seconded by Gerald Miley to have the Accounting Technician paid at the same rate as the assistant golf professional in the AP1 designation. The motion also passed unanimously.

Tommy Nobles reported that the Columbus Golf Authority Bylaws presented at the last meeting to the full Authority has been reviewed by the city's Legal Department and some adjustments made. He made a motion, seconded by Jim Houston, to adopt the adjusted document as the official Bylaws of the Columbus Golf Authority. The motion was passed by a vote of 5-2.

Chairman Roundtree made a motion, seconded by Ken Crumpler, that the August Authority meeting scheduled for Aug. 27 be moved up one week to Aug. 20, and proper notices to be posted and filed. The motion passed unanimously.

Ken Crumpler made a motion to adjourn, seconded by Richard Mahone, and the vote was unanimous to adjourn the meeting.

Attending were Chairman William Roundtree, Vice-Chairman Richard Mahone, Ken Crumpler, Richard Mahone, Tommy Nobles, Ken Davis, Gerald Miley, Stephanie Leohr and Secretary Jim Houston. Alonzo Jones was absent.

Spas By Department

Item #6.
Creek Golf Course

Monday, July 1, 2024 - Wednesday, July 31, 2024

Item by Department, Category, and Sub-Category	Qty	Sales	Tax	Cost	Margin	Refunds		Total		
						Qty	Sales Refund	Tax Refund	Qty	Sales
Cart Fees	5,004	\$93,926.62		\$20.00	99.98%			5,004	\$93,926.62	
Food & Beverage	9,638	\$31,338.82		\$3,991.48	87.26%	(3)	(\$11.01)	9,635	\$31,327.81	
Gift Certificate	6	\$250.00						6	\$250.00	
Green Fees	5,541	\$56,802.25						5,541	\$56,802.25	
Memberships	36	\$9,400.00						36	\$9,400.00	
Package	23							23		
Pro Shop	3,024	\$32,663.62		\$10,599.73	67.55%			3,024	\$32,663.62	
Total	23,272	\$224,381.31	\$18,542.21	\$14,611.21	93.49%	(3)	(\$11.01)	23,269	\$224,370.30	\$11.21

Sales By Department

Item #6.

W Creek Golf Course

Monday, July 1, 2024 - Wednesday, July 31, 2024

Item by Department, Category, and Sub-Category	Sales					Refunds			Total		
	Qty	Sales	Tax	Cost	Margin	Qty	Sales Refund	Tax Refund	Qty	Sales	Tax
Cart Fees	681	\$7,212.34		\$0.00	100.00%	(2)	(\$18.56)		679	\$7,193.78	
Food & Beverage	2,559	\$5,420.09		\$0.00	100.00%				2,559	\$5,420.09	
Gift Certificate	1	\$100.00							1	\$100.00	
Green Fees	2,308	\$32,504.94				(2)	(\$27.30)		2,306	\$32,477.64	
Pro Shop	1,392	\$12,920.01		\$3,643.48	71.80%	(2)	(\$61.41)		1,390	\$12,858.60	
Total	6,941	\$58,157.38	\$5,199.97	\$3,643.48	93.74%	(6)	(\$107.27)	(\$9.67)	6,935	\$58,050.11	



Golf Director Report-Tuesday, August 20, 2024, submitted by Jim Arendt

Updates:

- Nikki Siter report-
- Reserves (as of August 15, 2024)
 - Bull Creek-\$683,121.53
 - Oxbow Creek-(\$79,590.89)
- 41 Yamaha carts delivered to Oxbow Creek, 6 Yamaha carts delivered to Godwin Creek
- State of Equipment report
- Columbus Water Works meeting-use of grey water, expansion
- Godwin Creek grant update-still live, decision by end of October
- Advertising campaign groundwork has started-photography, video, drone footage-prep for website, social media
- October 15 is City Manager's Day of Golf – all Golf Authority members please plan to participate if possible
- Equipment approved at last meeting has been approved/ordered
- CIGA middle school Fall program to begin September 3, 6 weeks using Bull Creek, Oxbow Creek, and Godwin Creek
- Mayor's Keep Columbus Beautiful tournament – September 13
- Back Columbus Blue tournament – October 3

Godwin Creek GC State of Owned Equipment - May 2024

Equipment ID #	Model Year	Equipment Name	Life Expectancy (years)	Usage Remaining	Percentage Remaining	Replacement Cost
	2021	John Deer Zero Turn mower	6	3	50%	\$13,000.00
	2005	Toro Triplex mower	7	-12	-171%	\$60,000.00
	2000	Ford Frontloader	15	-9	-60%	\$42,000.00
	2005	Toro Greensmower	10	-9	-90%	\$60,000.00
	2005	Toro Outfront mower	10	-9	-90%	\$35,000.00
	2021	Yamaha UMAX I utility	6	3	50%	\$10,500.00

Item #6.

Oxbow Creek GC State of Owned Equipment-May 2024

Equipment ID #	Model Year	Equipment Name	Life Expectancy (years)	Usage Remaining	Percent Remaining	Replacement Cost
hg0409-373020	2004	Range Picker Carry-All	5	-15	-300%	\$15,000.00
rg1248-337225	2012	Carry All	5	-7	-140%	\$12,000.00
ckb315332	2008	Cyclone Blower	10	-6	-60%	\$9,000.00
04357-311001583	2011	Toro Greensmaster 3150 mower	10	-3	-30%	\$60,000.00
74906	2017	Toro Z Master 25HP Tractor	10	3	30%	\$6,500.00
m01800g055172	1998	John Deer 1800 Utility Vehicle	15	-11	-73%	\$22,000.00
6228805115	2017	John Deere Sprayer	15	8	53%	\$50,000.00
1gnf815w5x1096647	2007	Greens King IV Plus	10	-7	-70%	\$60,000.00
m00770A130330	2016	Toro Greensmaster 3150 mower	10	2	20%	\$60,000.00
P5058272	1999	Chevy Van	20	-5	-25%	\$45,000.00
8086	2024	Ford Transit Van	12	12	100%	\$45,000.00
8199	1996	Compact Utlly Loader J Deere	20	-8	-40%	\$45,000.00
	1998	Provost Dump Trailer	20	-6	-30%	\$12,000.00
	1998	16' Cargo Trailer	20	-6	-30%	\$6,000.00
	1983	Ford 3000 Tractor	20	-21	-105%	\$60,000.00
	2022	John Deere Tractor	20	18	90%	\$60,000.00
	2000	Tycrop Top Dresser	15	-9	-60%	\$35,000.00
	1994	chipper	15	-15	-100%	\$50,000.00
	2022	Yamaha UMAX II utility	6	4	67%	\$12,000.00
	2022	Yamaha UMAX II utility	6	4	67%	\$12,000.00
	2021	Yamaha gas cart	4	1	25%	\$8,000.00
	2021	Yamaha gas cart	4	1	25%	\$8,000.00
	2021	Yamaha gas cart	4	1	25%	\$8,000.00
	2021	Yamaha gas cart	4	1	25%	\$8,000.00

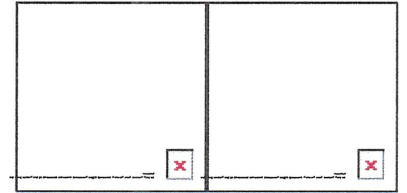
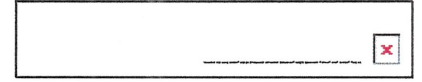
Bull Creek GC State of Owned Equipment - May 2024

Equipment ID #	Model Year	Equipment Name	Life Expectancy (years)	Usage Remaining	Percent Remaining	Replacement Cost
	1985	Ford Tractor	30	-9	-30%	\$60,000.00
	1985	Ford Tractor	30	-9	-30%	\$60,000.00
	1984	Ford Tractor	30	-9	-30%	\$60,000.00
	2022	Yamaha UMAX II utility cart	6	4	67%	\$12,000.00
	2022	Yamaha UMAX II utility cart	6	4	67%	\$12,000.00
	2022	Yamaha UMAX II utility cart	6	4	67%	\$12,000.00
	2022	Yamaha UMAX II utility cart	6	4	67%	\$12,000.00
	2022	Yamaha UMAX II utility cart	6	4	67%	\$12,000.00
	2022	Yamaha UMAX II utility cart	6	4	67%	\$12,000.00
	2021	Yamaha UMAX I utility cart	10	7	70%	\$10,500.00
	2024	Yamaha UMAX II utility cart	6	6	100%	\$12,000.00
	2012	Carry Alls	5	-12	-240%	\$12,000.00
	2022	John Deere Sprayer	15	13	87%	\$50,000.00
	2012	Carry Alls	5	-12	-240%	\$12,000.00
	2022	John Deere Tractor	30	28	93%	\$60,000.00
	2022	John Deere Tractor	30	28	93%	\$60,000.00
	2005	John Deere Loader	20	1	5%	\$84,000.00
	2024	Kubota Tractor/Loader w/ att's	20	20	100%	\$84,000.00
	2014	Toro Top Dresser	15	5	33%	\$35,000.00
	1993	Utility Dump Trailer	20	-11	-55%	\$12,000.00
	1982	Utility Dump Trailer	20	-22	-110%	\$12,000.00
	2006	John Deere Aerifier	15	-3	-20%	\$26,000.00
		John Deere Zero Turn mower	6	-12	-200%	\$13,000.00
		John Deere Zero Turn mower	6	-12	-200%	\$13,000.00
	2012	Toro Sand Pro	8	-4	-50%	\$33,000.00

2009 Toro Sand Pro	8	-7	-88%	\$33,000.00
2024 Toro Sand Pro	8	8	100%	\$33,000.00
2024 John Deere Pro Gator 2020A	12	12	100%	\$37,000.00
2024 John Deere TC125 Turf Collect	12	12	100%	\$16,000.00
2024 Agri Metal Green Roller	10	10	100%	\$27,000.00
2024 Taylor Way 4000 trailer	25	25	100%	\$13,000.00
1997 Kubota Tractor	20	-7	-35%	\$20,000.00
2011 Toro Greensmaster	10	-3	-30%	\$60,000.00
2011 Toro Greensmaster	10	-3	-30%	\$60,000.00
2011 Toro Greensmaster	10	-3	-30%	\$60,000.00
2013 Toro Greensmaster	10	-1	-10%	\$60,000.00
2013 Toro Greensmaster	10	-1	-10%	\$60,000.00
2002 Buffalo Blower	10	-12	-120%	\$9,000.00
2014 Toro Blower	10	0	0%	\$9,000.00
2004 Buffalo Blower	10	-10	-100%	\$9,000.00
1997 Vermeer Chipper	15	-12	-80%	\$40,000.00
2020 Agri Metal Green Roller	10	6	60%	\$26,000.00
2024 Toro Green spiker	10	10	100%	\$5,000.00
1998 Jeep Cherokee	10	-16	-160%	\$45,000.00
2022 Ford F250 truck	15	13	87%	\$50,000.00
2001 Chevrolet Prison Van	10	-13	-130%	\$52,000.00
2001 Chevrolet Prison Van	10	-13	-130%	\$52,000.00
2024 Ford Transit Van	12	12	100%	\$45,000.00
2024 Ford Transit Van	12	12	100%	\$45,000.00

Stephanie,

On Wed, Aug 14, 2024 at 4:12 PM Jim Arendt <Arendt.Jim@columbusga.org> wrote:



F: 706-561-6442

O: 706-561-0075

Stephanie@ABMCOL.com

Automated Business Machines, Inc.

Controller

Stephanie Callahan

Best regards,

him. Thanks for your input.

Steve Taylor of our board wants to ask if a bench is possible since John Godwin gave his blessing of it not being a conflict overshadowing anything his Dad did. I know that council recommended the acknowledgement be an inside plaque but that it's up to the authority. Also, I agree with Gary Allen that a bench is something we've all seen that doesn't undermine the named course. I'm grateful for the idea of doing a plaque and would just need to ask if we get it made (I'll need specs) so we can establish wording and get it completed before November. Also, I'd like to give Richard's family a heads up for the dedication date in case his Mom is well enough to travel before November. We don't have to combine the Champions dinner along with the dedication, but if you want to have one event and not 2 for season end - we would certainly help sponsor that as well. I just want to get it dedicated in a setting that will honor

Great,

From: Stephanie Callahan <stephanie@abmcol.com>
Sent: Wednesday, August 14, 2024 4:32 PM
To: Jim Arendt
Subject: Re: [EXTERNAL] Re: Lessons

Jim Arendt

Midland, GA 31820

7333 Lynch Road

Golf Director-Bull Creek/Oxbow Creek/Godwin Creek Golf Courses

Jim Arendt, PGA



Thank you,

Once settled on the specifics with the Golf Authority I am happy to plan a day of dedication with you.

I am not aware of any Council comments or direction on this matter.

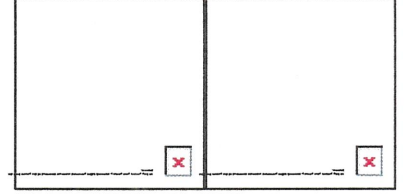
It sounds like you have some information that I don't have yet. Please see that Dr. Roundtree is copied on this. I suggest making your request through him. For the record, I remain in support of honoring Richard.

Stephanie,

On Thu, Aug 15, 2024 at 10:09 AM Jim Arendt <Arendt.Jim@columbusga.org> wrote:

Empty rectangular box with a small red 'x' icon in the bottom right corner.

Empty rectangular box with a small red 'x' icon in the bottom right corner.



F: 706-561-6442

O: 706-561-0075

Stephanie@ABMCOL.com

Automated Business Machines, Inc.

Controller

Stephanie Callahan

Best regards,

Thanks again

I've also included part of the group behind this project in this email so that we can hopefully move this along with grace and mercy. I will be reaching back out to Columbus monument for the Bronze pricing since it takes up to 6 to 8 weeks to build - but I would need the dimensions that we're allowed to create a wall plaque sooner than later hence my question if you have to wait till month end to give us direction. Also, if the Authority doesn't agree with Gary Allen and our board that the requested bench wouldn't overshadow Bills legacy - I've included John Godwin in this email who has been supportive of Richard's honor from the beginning and is actually part of the decision behind the original proposal. Again, I am hoping that we can get a dedication in place before November due to Richard's Mom having to travel from WV. She's 88 and lives on a mountain named after their family on Callahan Hill that is known to ice over early and we're keeping all factors in mind with sharing this honor with her.

online.

Thanks Jim,
I do believe that you are personally supportive of Richard's honor and I guess I assumed your team kept up with the council meetings. I'm sure that the minutes from Tuesday's meeting will be available to the Authority since you're not aware that the council did reverse the Honor board decision despite Dr. Roundtree's opposition. It was decided towards the end of the 8/13/24 meeting if you wish to view

Subject:

Re: [EXTERNAL] Re: Lessons

Cc:

Taylor
William Roundtree, Sr; Skip Henderson; Jason Crowson; John Godwin; Gary Allen; Steve

To:

Jim Arendt

Sent:

Thursday, August 15, 2024 10:38 AM

From:

Stephanie Callahan <stephanie@abmcol.com>

Jim Arendt

Georgia PGA Patriot Award Recipient 2023
 Georgia PGA Patriot Award Recipient 2020
 Georgia PGA Professional of the Year Award Recipient 2009
 Georgia PGA Merchandiser of the Year Award-Public Recipient 2007
 Georgia PGA Merchandiser of the Year Award-Public Recipient 2004

706-225-3047
 Midland, GA 31820
 7333 Lynch Road
 Golf Director-Bull Creek/Oxbow Creek/Godwin Creek Golf Courses
 Jim Arendt, PGA



Thank you always!

Would you please forward to me and Golf Authority Chairman Dr. William Roundtree some information from the last Council meeting. What I seek is an excerpt from the portion of the meeting that discussed the request from Stephanie Callahan to honor Richard Callahan. Please include Council findings/decisions on this matter allowing me to pass on the correct and complete information.

The Golf Authority meets next week, on the 20th, which is an exception that I need to note to you anyway. I need to include this in my pre-meeting packet to the Golf Authority.

Hello Sandra,

From: Jim Arendt <Arendt.Jim@columbusga.org>
Sent: Thursday, August 15, 2024 1:08 PM
To: Sandra T Davis <Davis.Sandra@columbusga.org>
Cc: William Roundtree, Sr <theroundtree53@gmail.com>
Subject: excerpt from last Council meeting

"The greater the reward at the end of a journey is determined by how you handled the struggles along the way." ~ (By Sandra T Davis)



Sandra T. Davis

Sandra T. Davis

Clerk of Council

Council of Columbus, Georgia

Office: 706-225-4013

Direct Line: 706-225-3158

Email: davis.sandra@columbusga.org

After a discussion was held, Councilor Tucker made a substitute motion to preference a plaque in the appropriate location working with the Callahans and the Columbus Golf Course Authority in honor of Richard Callahan, seconded by Mayor Pro Tem Allen and carried by an eight-to-one vote, with Mayor Pro Tem Allen and Councilors Chambers, Cogle, Crabb, Garrett, Hickey, Huff and Tucker voting in favor, Councilor Thomas voting opposition, and Councilor Davis being absent for the vote.

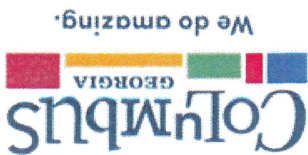
Councilor Thomas made a motion to approve the original request and for the applicants to work with the Golf Course Authority, seconded by Councilor Crabb and opened for further discussion.

Councilor Thomas made a motion to reconsider the action taken at the July 23, 2024, Council Meeting regarding the Honorary Designation Application submitted by Jason Crowson / Stephanie Callahan to honor Richard Callahan at Godwin Creek Golf Course, seconded by Councilor Hickey and carried unanimously by the ten members of Council.

Provided below is the excerpts that are expected to be included in the August 13, 2024 Council Minutes. The final version would not be submitted until the next Council Agenda. Thanks,

Good Afternoon Jim,

From: Sandra T Davis <Davis.Sandra@columbusga.org>
Sent: Thursday, August 15, 2024 1:18 PM
To: Jim Arendt <Arendt.Jim@columbusga.org>
Cc: William Roundtree, Sr <theroundtree53@gmail.com>
Subject: RE: excerpt from last Council meeting







**COLUMBUS GEORGIA
CONVENTION & TRADE CENTER**

**COLUMBUS IRON WORKS CONVENTION AND
TRADE CENTER AUTHORITY
MONTHLY MEETING**

JUNE 27, 2024

12:00 PM

BOARDROOM

(SECOND LEVEL)

A G E N D A

- I. CALL TO ORDER - CHAIRMAN JONATHAN PAYNE**
- II. APPROVAL OF MINUTES**
 - A. REGULAR MEETING - APRIL 25, 2024**
- III. FINANCIAL REPORT - NICHOLE LEWIS**
 - A. APRIL 2024**
 - B. MAY 2024**
- IV. CATERING UPDATES - HAYLEY TILLERY**
 - A. APRIL 2024**
 - B. MAY 2024**
- V. SALES REPORT - HAYLEY TILLERY & MORGAN MOORE**
 - A. APRIL 2024**
 - B. MAY 2024**
- VI. FACILITY UPDATE - HAYLEY TILLERY & SKIP HANSBERGER**
 - A. HVAC ARP PROJECT**
 - B. PARKING GARAGE UPDATE**
 - C. SECURITY AND INTERNET**
 - D. CARPET RENOVATION PROJECT**
- VII. OTHER BUSINESS**
 - A. DEPARTMENT OF LABOR OVERTIME RULING**
 - B. TRADE CENTER VACANT AUTHORITY POSITION**
- VIII. ADJOURNMENT**



**COLUMBUS GEORGIA
CONVENTION & TRADE CENTER**

**COLUMBUS IRON WORKS CONVENTION AND
TRADE CENTER AUTHORITY**

**MINUTES OF THE MONTHLY MEETING
JUNE 27, 2024
12:00 PM**

The monthly meeting of the Columbus Iron Works Convention and Trade Center Authority was held Thursday, June 27, 2024, at 12:00 PM in the Boardroom of the facility.

Authority Members Present: Chairman Jonathan Payne, Jessica Gray, and John Stacy

Authority Members Absent: Craig Burgess and Vice Chairman Carson Cummings

Administrative Members Present: Executive Director Hayley Tillery, Assistant Director Sales and Marketing Morgan Moore, Finance Manager R. Nichole Lewis, and Secretary Chasity Deppe

Administrative Members Absent: Assistant Director Skip Hansberger

CALL TO ORDER

At 12:07 PM, Chairman Jonathan Payne called the meeting to order and welcomed the members and staff.

APPROVAL OF MINUTES

A. REGULAR MEETING – APRIL 25, 2024

Chairman Jonathan Payne asked the members if they had received and read the minutes from the previous regular meeting dated April 25, 2024. With no additions or corrections to be made, Chairman Jonathan Payne made a motion to approve the minutes as written. John Stacy second the motion, which was carried unopposed by all members present.

FINANCIAL REPORT – NICHOLE LEWIS

A. APRIL 2024– See attached report.

B. MAY 2024– See attached report.

Chairman Jonathan Payne made a motion to approve the April and May 2024 financial reports as prepared and presented by Finance Manager R. Nichole Lewis. Jessica Gray second the motion that was carried unopposed by all members.

OAK VIEW HOSPITALITY GROUP / CATERING UPDATES - HAYLEY TILLERY

- A. **APRIL 2024** – Catering average client survey score of 99.4 (based on 7 surveys)
- B. **MAY 2024** – Catering average client survey score of 99.4 (based on 4 surveys)

Executive Director Hayley Tillery highlighted a survey received from the Averett and Gillies Wedding.

SALES REPORT – HAYLEY TILLERY / MORGAN MOORE

- A. **APRIL 2024** – See attached report.
- B. **MAY 2024** – See attached report.

Executive Director Hayley Tillery along with Assistant Director Sales and Marketing Morgan Moore gave the sales report for the months of April and May 2024. Hayley stated for the month of April there were 27 call-in clients, 11 walk-in clients, 32 planning kit requests and 9 requests for proposals with 25 contracts issued. There were 73 event days during the month with over 28K attendees. Hayley reported there were 7 client surveys received for the month with an overall score of 99.

For the month of May, there were 34 call-in clients, 12 walk-in clients, 14 planning kit requests and 7 requests for proposals with 20 contracts issued. There were 56 events days during May with a little more than 22K attendees. There was an overall client survey score of 97.8, based on 4 completed and submitted surveys.

Social Media Report -- **See attached reports** for April and May 2024.

Conference / Convention Event Leads Report - **See attached report**, prepared, by Assistant Director Sales and Marketing Morgan Moore.

FACILITY UPDATE – HAYLEY TILLERY

Executive Director Hayley Tillery shared with the members her overview of recent events, including current and completed facility projects and employee updates. **Please see attached report.**

- A. **HVAC ARP PROJECT** Executive Director Hayley Tillery reported she was currently working with the City to receive ARP funds for the facility's HVAC Project that had increased in cost from \$2.25 million to an estimated \$8 million. Hayley stated that although she had not received any documentation thus far, she has asked for an itemized list for the project. Hayley continued that if the purchase order for the project was not submitted by the City before December the ARP funds would be lost. Adding, after speaking with Director of Public Works Drale Short, she hoped to have the issue resolved prior to the next meeting.
- B. **PARKING GARAGE UPDATE** Executive Director Hayley Tillery reported the RFP for the project was to be published within two weeks (or by July 1, 2024), then a committee would be formed, and the project should begin to move forward at a steady pace. Hayley reminded the members that there was currently \$9.6 million allocated to the project.

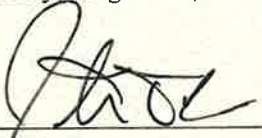
- C. **SECURITY AND INTERNET** Executive Director Hayley Tillery reported although previously approved by the Authority the project was currently in negotiations with the City IT Department and Netplanner because there had been an increase in the project due to the timing on the city.
- D. **CARPET RENOVATION PROJECT** Executive Director Hayley Tillery shared with the Authority a spreadsheet included 3 vendors bidding for the carpet renovation project. There was a brief discussion wherein Hayley stated that she may need to ask for an electronic vote prior to the next meeting for the project to move forward.

OTHER BUSINESS

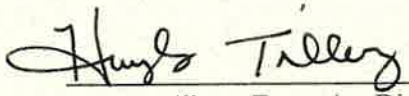
- A. **DEPARTMENT OF LABOR OVERTIME RULING** Executive Director Hayley Tillery shared with the Authority a recent Department of Labor overtime ruling that would potentially affect eight salaried employees currently exempt from overtime pay. The overtime ruling will, as of January 1, 2025, raise the annual salary threshold for certain overtime exemptions from \$43K to \$53K. Hayley presented the Authority with a couple different options, stating her recommendation would be to raise the salary of the eight employees to retain their overtime exemption status. After an in-depth discussion Chairman Jonathan Payne made a motion to go with Hayley's recommendation to maintain the exemption status and increase the salary of the positions in question to the higher pay level. Jessica Gray second the motion, that was carried unopposed.
- B. **TRADE CENTER VACANT AUTHORITY POSITION** Executive Director Hayley Tillery asked the Authority members to be thinking of recommendations to submit to Mayor Skip Henderson for the upcoming vacant Authority positions.

ADJOURNMENT

With no further items of business to discuss, Chairman Jonathan Payne adjourned the meeting at 1:15 PM. The next regular meeting, which is normally held bimonthly on the fourth Thursday, every other month, will be held Thursday, August 22, 2024.



Jonathan Payne, Chairman
Columbus Iron Works Convention and
Trade Center Authority



Hayley Tillery, Executive Director
Columbus Georgia Convention and
Trade Center



**COLUMBUS GEORGIA
CONVENTION & TRADE CENTER**

**COLUMBUS IRON WORKS CONVENTION AND TRADE CENTER AUTHORITY
ELECTRONIC VOTE
JULY 22, 2024**

The Columbus Iron Works Convention and Trade Center Authority held an electronic vote on July 22, 2024, following an email regarding carpet vendors, quotes and updates received by Executive Director Hayley Tillery. Hayley shared with the Authority the project scope and comparisons between the three companies being considered, as well as her recommendation after working with all of the potential vendors. See attached estimate. Hayley reminded the members that the project would be considered a "Reserve Expense" or "Reserve Fund Project" as opposed to a Capital Improvement and funds for the project would come from the facility's reserve fund. Adding, the fund was currently at \$7.8 million.

Upon review of the information provided by Executive Director Hayley Tillery, Chairman Jonathan Payne made the motion to follow Hayley's recommendation to engage Malone Contract Floor Covering LLC as contractor for the carpet renovation project. Vice Chairman Carson Cummings seconded the motion which was carried unopposed.

Authority Members Voting: Chairman, Jonathan Payne, Vice Chairman Carson Cummings, and John Stacy

Jonathan Payne, Chairman
Trade Center Authority

Hayley Tillery, Executive Director
Columbus, GA Convention and Trade Center

Chasity Hall Deppe, Secretary
Columbus GA Convention and Trade Center
Trade Center Authority



COLUMBUS GEORGIA
CONVENTION & TRADE CENTER

COLUMBUS GEORGIA CONVENTION AND TRADE CENTER

FY 24 – APRIL 2024 FINANCIAL HIGHLIGHTS

Item #6.

R. Nichole Lewis

REPORT 1 – REVENUE SUMMARY

- April 2024, there were 73 event days with 28,706 attendees.
- Church of the Highlands was charged a total of \$91,446 for April 2024.
- Top Events

April 2024		April 2023 (Last Year)	
Event	Total Revenue	Event	Total Revenue
AKA Pink Ice Educational Ball 2024	\$51,985	Georgia Association of Water Professionals	\$74,098
Georgia Association of Women in Public Safety Conference	\$35,594	Dancing Stars of Columbus	\$60,525
One in the Spirit Banquet	\$35,256	Association of United States Army Industry Day	\$53,900

- F&B Revenue was \$296,216; Operations Revenue was \$225,786; Total revenue was \$522,002.
- April 2023, there were 54 event days with 22,445 attendees and a total Revenue of \$637,213.

REPORT 2 – APRIL 2024 PROFIT & LOSS STATEMENT

➤ REVENUES

- Operating Revenue
 - Catering Commission Revenue was \$68,150 for March 28 to April 24, 2024.
 - Equipment Rental was \$20,893.
 - Space Rental was \$190,520.
 - Total Operating Revenue of \$293,966.
- Tax/Other Source Revenue
 - Total Tax/Other Source Revenue is \$192,538.
- Total Revenue of \$486,505 for April 2024.

➤ EXPENSES

- Labor Cost
 - Total labor expenses were \$138,640 in the month.
- Operating Expenses
 - Contractual services were \$17,272, includes the quarterly boiler preventative maintenance fee, the quarterly elevator preventative maintenance fee, fire alarm inspection and fire hood suppression inspection.
 - Operating Expenses was \$5,200 due to a large order of supplies from the Public Works Warehouse of \$2,360, and 28 smaller orders made on the purchasing cards before the end of the fiscal year that included multiple HDMI/SDI cords, string lights for the outside of the building, new microfiber mops, and new signs for the custodians to use during events to close off areas.
 - Utilities were \$35,071.
 - Total Operating Expenses were \$62,907.
- Other Expenses
 - Total other expenses were \$8,803.
- Total Expenses were \$210,350.

➤ NET PROFIT

- Net Profit for April 2024 was \$276,155

REPORT 3 – YEAR TO DATE 2023 PROFIT & LOSS STATEMENT

➤ REVENUES

- Operating Revenue
 - Space Rental revenue is \$1,445,498.
 - Equipment Rental revenue is \$178,125.
 - Client Electrical Usage Fees is \$77,406.
 - Total Operating Revenue of \$2,450,299.
- Tax/Other Source Revenue
 - Total Tax/Other Source Revenue is \$1,342,420.
- Total Year to Date Revenues as of April 2024 is \$3,792,719.

➤ EXPENSES

- Labor Cost
 - Total labor expenses are \$1,331,445 for FY24.
- Operating Expenses
 - Repairs to the building are \$143,998.
 - Contractual services for the fiscal year are \$135,661.
 - Year to date Utilities costs are \$441,648.
 - Total Operating Expenses were \$803,869.
- Other Expenses
 - Total other expenses were \$479,444.
- Total Year to Date Expenses as of April 2024 is \$2,614,758.

➤ NET PROFIT

- Total Year to Date Revenues Net Profit as of April 2024 is \$1,177,960.

REPORT 4 – FY 2024 YTD FIVE YEAR COMPARISON

➤ Revenue

- Space Rental is 37% higher than the 5- year average.
- Other Revenue is 12% lower than the average.
- Total Revenue YTD is 22% higher than the average.

➤ Expenses

- Labor Costs are 26% higher than the 5-year average.
- Contractual Services are 10% lower than the average.
- Repairs and Maintenance to the Building is more than 76% higher than the average.
- Utilities are 21% higher than the average.
- Total Expenses are 15% higher than the average.

➤ Net Profit

- Net Profit is 51% higher than the 5-year average.



COLUMBUS GEORGIA CONVENTION AND TRADE CENTER

FY 24 – MAY 2024 FINANCIAL HIGHLIGHTS

Item #6.

R. Nichole Lewis

REPORT 1 – REVENUE SUMMARY

- May 2024, there were 56 event days with 22,121 attendees.
- Church of the Highlands was charged a total of \$50,608 for May 2024.
- Top Events

May 2024		May 2023 (Last Year)	
Event	Total Revenue	Event	Total Revenue
Georgia Republican Party State Convention	\$187,644	Teacher of the Year Gala	\$55,092
Teacher of the Year Gala	\$55,481	COTH Sunday Service	\$33,543
COTH Sunday Service	\$34,371	UCA Awards Banquet	\$23,309

- F&B Revenue was \$325,723; Operations Revenue was \$184,713; Total revenue was \$510,436.
- May 2023, there were 77 event days with 17,376 attendees and a total Revenue of \$430,448.

REPORT 2 – MAY 2024 PROFIT & LOSS STATEMENT

- REVENUES
 - Operating Revenue
 - Catering Commission Revenue was \$80,878 for April 24 to May 29, 2024.
 - Equipment Rental was \$12,753.
 - Space Rental was \$156,439.
 - Total Operating Revenue of \$265,591.
 - Tax/Other Source Revenue
 - Total Tax/Other Source Revenue is \$170,880.
 - Total Revenue of \$436,471 for May 2024.
- EXPENSES
 - Labor Cost
 - Total labor expenses were \$206,409 for the three payroll weeks in May.
 - Operating Expenses
 - Contractual services were \$10,801, includes the yearly termite inspection, and the regular monthly invoices of weekend security, preventative maintenance, trash service, and more.
 - Operating Expenses were \$7,860.19 due to a large order of supplies from the Public Works Warehouse of \$4,683.42, and many supplies ordered on the purchasing cards that total over \$2,000.
 - Utilities were \$45,063.
 - Total Operating Expenses were \$64,807.
 - Other Expenses
 - Capital Outlay purchase of \$4,154 for furniture for Morgan Moore's office.
 - Total other expenses were \$9,695.
 - Total Expenses were \$280,911.
- NET PROFIT
 - Net Profit for May 2024 was \$155,560.

REPORT 3 – YEAR TO DATE 2023 PROFIT & LOSS STATEMENT

Item #6.

➤ REVENUES

- Operating Revenue
 - Space Rental revenue is \$1,601,937.
 - Equipment Rental revenue is \$190,878.
 - Client Electrical Usage Fees is \$84,130.
 - Total Operating Revenue of \$2,715,890.
- Tax/Other Source Revenue
 - Total Tax/Other Source Revenue is \$1,513,300.
- Total Year to Date Revenues as of May 2024 is \$4,229,190.

➤ EXPENSES

- Labor Cost
 - Total labor expenses are \$1,537,854 for FY24.
- Operating Expenses
 - Repairs to the building are \$147,494.
 - Contractual services for the fiscal year are \$146,462.
 - Year to date Utilities costs are \$481,358.
 - Total Operating Expenses were \$868,676.
- Other Expenses
 - Total other expenses were \$498,893.
- Total Year to Date Expenses as of May 2024 is \$2,905,423.

➤ NET PROFIT

- Total Year to Date Revenues Net Profit as of May 2024 is \$1,323,766.

REPORT 4 – FY 2024 YTD FIVE YEAR COMPARISON

➤ Revenue

- Space Rental is 39% higher than the 5- year average.
- Other Revenue is 2% higher than the average.
- Total Revenue YTD is 24% higher than the average.

➤ Expenses

- Labor Costs are 30% higher than the 5-year average.
- Contractual Services are 10% lower than the average.
- Repairs and Maintenance to the Building is more than 70% higher than the average.
- Utilities are 23% higher than the average.
- Total Expenses are 13% higher than the average.

➤ Net Profit

- Net Profit is 58% higher than the 5-year average.

APRIL 2024 SALES RECAP



Item #6.

MONTHLY REVENUE

CITY WIDE IMPACT

(Sent from the Columbus Visitor's Bureau)

Trade Center Revenue **\$225,786**

Total Revenue **\$522,002**

\$643,022

MONTHLY SALES

Does not include Catering Sales

CONFERENCES

	Event Days	Sales
2024	15	\$48,361
2023	9	\$46,419

CONSUMER/ TRADE SHOWS

	Event Days	Sales
2024	8	\$40,510
2023	0	\$0

MEETINGS

	Event Days	Sales
2024	11	\$7,036
2023	18	\$11,930

RELIGIOUS

	Event Days	Sales
2024	11	\$55,594
2023	18	\$96,226

SOCIAL

	Event Days	Sales
2024	24	\$48,217
2023	31	\$58,045

SPORTS/ ENTERTAINMENT

	Event Days	Sales
2024	1	\$15,013
2023	4	\$20,423

WEDDINGS

	Event Days	Sales
2024	2	\$3,900
2023	6	\$7,517



FY24 28,706

vs

FY23 22,445

FY24 April attendee count is up by 6,261 people compared to FY23.

SALES INQUIRIES

INQUIRIES	79
CALL-INS	27
WALK-INS	11
PKR'S	32
RFP'S	9

CONTRACTS SENT

25

OVERALL SURVEY SCORE

99%

Based on 7 surveys

MAY 2024 SALES RECAP



MONTHLY REVENUE

CITY WIDE IMPACT

(Sent from the Columbus Visitor's Bureau)

Trade Center Revenue **\$184,713**

Total Revenue **\$510,436**

\$406,000

MONTHLY SALES

Does not include Catering Sales

CONFERENCES

	Event Days	Sales
2024	4	\$71,242
2023	7	\$7,919

CONSUMER/ TRADE SHOWS

	Event Days	Sales
2024	1	\$0
2023	7	\$19,602

MEETINGS

	Event Days	Sales
2024	11	\$4,278
2023	15	\$7,886

RELIGIOUS

	Event Days	Sales
2024	11	\$48,559
2023	8	\$48,575

SOCIAL

	Event Days	Sales
2024	27	\$52,949
2023	35	\$65,609

SPORTS/ ENTERTAINMENT

	Event Days	Sales
2024	0	\$0
2023	3	\$5,950

WEDDINGS

	Event Days	Sales
2024	2	\$5,172
2023	2	\$5,271



FY24 22,016

vs

FY23 17,376

FY24 May attendee count is up by 4,640 people compared to FY23.

SALES INQUIRIES

INQUIRIES **67**
 CALL-INS **34**
 WALK-INS **12**
 PKR'S **14**
 RFP'S **7**

CONTRACTS SENT

20

OVERALL SURVEY SCORE

98%

Based on 4 surveys



CLIENT SURVEY SCORES AND CUSTOMER COMMENTS

APRIL 2024

7 SURVEYS

	EC	PLANNING	EVENT DAY	F&B	POST EVENT	OVERALL	COMMENTS: Verbal, Survey, or Email
April 21, 2024							
East Alabama Chamber of Commerce Annual Dinner	EL 100	100	100	100	100	100	Emily and Lauren were fantastic. We could not have asked for better communication and they helped us every step of the way. They were very adaptable and gave us good guidance when we needed it. Only one suggestion, the salad had just a little too much on the plate. (Again) Emily Laskowski and Lauren Woodall were exceptional.
April 6, 2024							
Averett & Gillies Wedding	HHT 100	100	100	98	100	99	See attached survey.
April 13, 2024							
Russell County High School Prom	EL 100	100	100	100	98	99	Hayley and her team were an absolute pleasure to work with, they thought of everything. Great communication from both Hayley's day of. It was incredible. Food and Beverage team was outstanding and very responsive. Hayley Tillery and staff were amazing.
April 22, 2024							
Dual Enrolled Prom	HHT 100	100	100	100	100	100	Morgan thank you for excellent services in the effort of ensuring all needs were met. Thank you also Lauren and your team for ensuring hostess provided great services.
DECFS Inservice Day Leadership Enrichment Services	MM 100	100	100	98	100	99	Item #6.

April 27, 2024

The staff was very helpful and supportive. The attendees were very satisfied. No complaints. Food service was excellent. The meal was very tasteful. The group was very satisfied and complimentary of the staff. Haley Taghon provided exceptional service.

One In-The Spirit

HT

100

100

100

100

100

100

April 28, 2024

Outstanding communication. Everything went smoothly. They were open for coffee for church services then closed. We had no food on Sunday - I don't think that is very fair for everyone coming to the convention center to an event. Channin and the morning ladies were exceptional. The relief staff and ANDY IS OUT OF THIS WORLD, amazing representation of your facility.

Columbus Home Show

HT

100

100

100

95

99

99.4

OVERALL AVERAGE SCORE

CLIENT COMMENTS

Hayley, We appreciate you sending us a thank you message, however, in our opinion we owe you a huge thank you!! I am not sure if the message got back to you, but during Trevor's remarks at our reception he gave you all the kudos you deserve!

We are truly pleased that we selected the Columbus Convention and Trade Center to host our wedding. We will definitely complete the survey and provide comments, as we and our guests had nothing but positive things to say. Thank you Trevor and Alisha

t & Gillies Wedding

HT



CLIENT SURVEY SCORES AND CUSTOMER COMMENTS

**MAY 2024
4 SURVEYS**

		EC	PLANNING	EVENT DAY	F&B	POST EVENT	OVERALL	COMMENTS: Verbal, Survey, or Email
May 4, 2024								
	Afternoon Wedding Reception	EL	90	90	98	97	93	All went well. Good communication. The dance floor had a few edges that were NOT taped down well for secure of the elderly. The female bartender was VERY RUDE. We had numerous complaints on her attitude and how abrupt she was during the event. (several examples were given) She had NO personality, no customer service at all. This was a bad customer experience and my guest were NOT happy with the service. Emily, Payten and Paula in catering were exceptional.
	JVHS Class of 1974 50th Reunion	CP	93	100	100	100	98	Hayley and the other staff checked in with us and took care of any last minute needs very promptly. Servers were top notch! I would like to recognize for exceptional service, Channin, Lauren, Paula, Haley, Ethel, Ashley, Celia, Phyllis, Murphy and Betty.
	Point University Spring Commencement	HHT	100	100	100	98	99	Hayley Tillery was an absolute gamechanger for us with our event. I really can't say enough good things about our experience with her. Her customer service was consistently exceptional. The entire venue and team were fantastic but because of her service, I would advocate others to host their events at the Trade Center.
May 5, 2024								
	OCS Alumni Association Reunion	EL	100	100	100	100	100	
			95.7	97.5	99.5	98.8	97.8	
OVERALL AVERAGE SCORE								
CLIENT COMMENTS								

Hayley, I can't thank you enough for all you have done to help us make this graduation a success. We simply could not have done it without your hard work and care for our event. This is one of the largest graduations Point University history and we are so thankful to have it at this great venue! Again, thank you so much for your help! - Natalie Brown-Motes

Conference/Convention Event Leads

Event Leads	FY25	FY26	FY27+
# of Events	16	8	7
Total Attendees	6,420	2,920	5,200
Total Rental Revenue	\$191,270	\$108,200	\$5,200

Leads Converted to Business

Event Month	Calendar Year	Fiscal Year	Attendees	Rental Revenue	Event Name
September	2024	FY25	350	\$7,800	Georgia Business Education Association Conference
October	2024	FY25	225	\$9,000	GA Airport Association Conference
September	2025	FY25	300	\$5,900	Historic Preservation Conference 2024
February	2025	FY25	1750	\$24,605	Georgia Science Teachers Association Conference
March	2025	FY25	1800	\$34,000	GA FCCLA State Leadership Conference

Fiscal Year 2025 (July 2024-June 2025)

Event Month	Calendar Year	Fiscal Year	Attendees	Rental Revenue	Event Name
September	2024	FY25	100	\$4,000	Courting Judicial Excellence
October	2024	FY25	100	\$10,000	Georgia Leadership Institute for School Improvement Conference (GLISI)
November	2024	FY25	800	\$13,000	CTI Fall Conference
January	2025	FY25	TBD	\$15,000	WXTX Hunting/Fishing Show
January	2025	FY25	200	\$3,600	2025 Georgia Association of Zoning Administrator Winter Conference
February	2025	FY25	170	\$15,000	2025 B&D Annual Sales Meeting
February	2025	FY25	300	\$9,000	Prosecuting Attorneys' Council of Georgia (VWAP and Complex Murder Conference)
February	2025	FY25	100	\$10,000	Georgia Leadership Institute for School Improvement Conference (GLISI)
February	2025	FY25	200	\$3,600	2025 Georgia Association of Zoning Administrator Winter Conference
February	2025	FY25	1300	\$7,820	GA FBLA Middle School State Conference
April	2025	FY25	400	\$10,700	USG Teaching & Learning Conference
April	2025	FY25	200	\$2,400	MMA GROW 2025 (March McLennan Agency)
April	2025	FY25	400	\$10,000	GA Association of Water Professionals
May	2025	FY25	400	\$7,250	Teacher of the Year Conference
June	2025	FY25	250	\$12,900	Georgia Local Government Personnel Association (GLGPA) Spring Conference 2025
June	2025	FY25	1500	\$57,000	GACTE Conference

Fiscal Year 2026 (July 2025-June 2026)

Event Month	Calendar Year	Fiscal Year	Attendees	Rental Revenue	Event Name
September	2025	FY26	250	\$7,600	Georgia Records Association (GRA) 2025 Conference
October	2025	FY26	200	\$16,000	GA Chapter of Govt Management Information Sciences (GA GMIS) Fall Conference
November	2025	FY26	170	\$12,000	GEAC 2025
November	2025	FY26	800	\$13,000	CTI Fall Conference
February	2026	FY26	400	\$17,000	GA Clerks Education Institute Winter Conference
April	2026	FY26	200	\$7,600	2026 ICJE Probate Court Judges' Spring Conference
May	2026	FY26	300	\$10,000	LPCA 35st Annual Convention and Regional Conference
June	2026	FY26	600	\$25,000	GSS Annual School Safety Summit Conference

Fiscal Year 2027+ (July 2026+)

Event Month	Calendar Year	Fiscal Year	Attendees	Rental Revenue	Event Name
October	2026	FY27+	475	\$19,000	Georgia Library Association 2026
November	2026	FY27+	1800	\$20,000	Georgia HOSA FLC 2026
March	2027	FY27+	200	\$12,000	2027 Georgia Emergency Communications Conference
March	2027	FY27+	1000	\$30,800	Association of Southeastern Biologists 2027
May	2027	FY27+	300	\$13,600	Georgia Economic Developers Association SPRING WORKSHOP 2027
October	2027	FY27+	425	\$35,500	2027 Mega Conference
November	2027	FY27+	1000	\$27,000	Georgia School Counselors Association GSCA 2027



COLUMBUS GEORGIA CONVENTION & TRADE CENTER

Overview of Recent Events

Date: June 27, 2024

Current Projects

- American Rescue Plan / SPLOST
 - Trade Center 2.25 million – HVAC System (5.5 million potential costs) waiting on final itemized quote from Gordon
 - Internet Fiber Upgrade (Netplanner and City Finance still working on contract agreement)
- RFP for Trade Center parking garage. (Posted in July no later)
- Trade Center carpet renovation and other reserve projects plan

Completed Projects/Updates

Facilities:

April

- Convert majority of outdoor ground accent lights from Metal Halide to LED on front side of building (in-house)
- Fire Alarm annual inspection
- Vent Hood semi-annual inspection
- Treat exterior turf for Mole Crickets
- Repair Boiler faulty air flow switch (in-house)

May

- Repair broken fountain impeller (in-house)
- Repair busted cooling coils in AH13 and AH10 (in-house)
- Install accent string lights on the Foundry Balcony (in-house)
- Repair Ballroom air wall that came off track during overnight flip (in-house)
- Complete swap-out of front building string lights to LED (in-house)

Operations:

- Begin addition of independent dual wireless microphone systems to each meeting room throughout the facility (in-house)

Employee Updates

Active Job Postings - TOTAL: 4 positions available - (4) Full Time

- Operations Custodial (1) Full Time – Advertised
- Facilities Full-Time (2) positions – Advertised
- Sales (1) Full-Time – Sales Coordinator – Advertised

Authority Meeting Agenda

- August 22nd, 2024 – Covering Past Fiscal year and Goals for the New Fiscal Year (We may have July numbers)
- October 24th, 2024 – Covering July-September. Propose a new date October 17th



VisitColumbusGA

BOARD OF COMMISSIONERS MEETING
Thursday, June 20, 2024

Commissioners Present: Jamie Waters, Vice Chair; Sherricka Day, Pace Halter, Peter Jones, and Michelle Spivey,

Commissioners Absent: Lauren Becker, Chair; Miles Greathouse, Secretary/Treasurer; Amy Bryan, Dan Gilbert, and Mayor Skip Henderson

Special Invitees Present: Ed Wolverton

Staff Present: Peter Bowden, Shelby Guest, Kim Gonzalez, Ashley Woitena, Stacy Bridges and Gracie Childers

Call to OrderJamie Waters

- The June 2024 meeting was called to order by Jamie Waters at 4:02pm.

Secretary Treasurer ReportJamie Waters

- Jamie Waters presented the consent agenda -- minutes for the May 2024 meetings, as well as financials for May 2024. He asked if there were any questions or discussion. There being none, a motion was made by Peter Jones to approve the consent agenda, seconded by Pace Halter. A vote was taken, and the motion was approved.

Chair Report.....Jamie Waters

- The Board was given a copy of the Georgia Trend magazine, June 2024 issue. Mr. Waters informed them of the news article about Columbus, GA printed in the magazine. This article describes the growth and development happening in the area and features Peter Bowden.
- Mr. Waters congratulated Peter Bowden for being chosen as one of the 200 most influential of Georgia’s creative industries by GA Entertainment News.
- There was a reminder that there will not be a Board Meeting in July 2024.

President’s Report.....Peter Bowden

- Next, Mr. Waters turned the meeting over to Peter Bowden who introduced Mya Surrency, President for Digital Edge. Ms. Surrency gave a demonstration of the marketing and strategy they have provided VisitColumbusGA over the past 3 years. She also discussed industry trends,

focused marketing and marketing niches. The development of the upcoming meeting campaign showcasing the 4 different meeting districts in Columbus, GA was discussed.

- Shelby Guest provided several magazine articles showcasing Columbus, GA. These articles have appeared in various magazines that arrived in the mail over the past couple of weeks.
- **Adjournment**.....Jamie Waters

With no further business, Mr. Waters adjourned the meeting at 4:55pm.

BOARD MINUTES
OF THE
HOSPITAL AUTHORITY OF COLUMBUS, GEORGIA
June 25, 2024

A regularly scheduled meeting of the Board of the Hospital Authority of Columbus, Georgia (HAC) was held at 11:00 AM on Tuesday, June 25, 2024. The meeting was held in the conference room at Orchard View on Whitesville Road in Columbus, Georgia, and by Zoom video conference. A notice was emailed to each member of the Board more than 48 hours prior to the meeting. A copy of the notice was posted more than 24 hours before the meeting on the door of the building in which the meeting was held.

Present at the meeting were Chairman Ernie Smallman, Vice Chairwoman Sarah Banks-Lang, and members Mike Welch, Dr. John Kingsbury, Warner Kennon, Jr., Chuck Hecht, and Wayne Joiner.

Britt Hayes, CEO, Rick Alibozek, CFO, and Jack P. Schley, Secretary/Attorney, were present at the meeting.

INVOCATION AND WELCOME

The meeting was called to order and Britt opened the meeting with a prayer.

DETERMINATION OF QUORUM

It was determined that a quorum was present.

REVIEW OF MINUTES

The Minutes for the May 28, 2024 Board meeting were reviewed. Dr. Kingsbury moved for their approval and Chuck seconded the motion. The May 2024 Board Minutes were unanimously approved.

BOARD BUSINESS

Jack reported that City Council confirmed Tony Floyd's nomination to the Board, and that he was scheduled to take his oath before the Mayor on July 8. Jack reported further that City Council nominated Bob Jones, Mike Mayhew, and Tracy Sayers to fill the seat formerly held by Betty Tatum. Ernie called for a selection and Chuck moved for Bob Jones to be selected, which was second by Wayne. Following a brief discussion, Bob Jones was unanimously selected to join the Board. Chuck referenced Betty's years of service to the Board and asked about HAC's practices for recognizing past Board members upon their retirement. Britt indicated he would have a plaque made to recognize Betty's service and request City Council to pass a proclamation in Betty's honor.

PRESIDENT'S REPORT

Britt Hayes gave the President's report:

Bibb Mill Property: Britt summarized the history of HAC's ownership of the former Bibb Mill property on First Avenue which presently consists of about four acres, and reported on the proposed land swap agreement with Tracy Sayers' company. One of Tracy's companies previously purchased the other, original parcels to the former Bibb Mill property and approached HAC with a proposal to trade the remaining land for another parcel on Macon Road which currently has a potential buyer. Britt reported that Jack was involved in handling the transaction for HAC and called on Jack to provide an update. Jack reported the appraisals for both properties were completed and the Board's condition that the Macon Road property appraise for more than the Bibb Mill property was fulfilled. Finalization of the agreement is currently waiting on the eviction of the present tenant of the Macon Road property and an inspection of the property by the potential buyer. Jack indicated he expects the swap to occur if the potential buyer places the purchase money

into escrow. Following discussion of the transaction, the Board approved for Jack to continue his efforts to finalize the swap.

Pension Contribution: Britt called on Rick to report on HAC's pension plan. Rick reported the city pension plan requires an 8% employee contribution which led to complaints amongst staff. According to Rick, the entry to the pension plan was frozen effective July 1, 2017. Since entry to the plan was frozen, HAC's corporate contribution has decreased by about \$1 million annually. The estimated corporate contribution to the pension plan for FY 2025 is \$600,000. HAC added a 403(b) plan on July 1, 2018 with a matching and discretionary contribution provisions. HAC contributed approximately \$200,000 to the 403(b) plan.

GL/PL Insurance Renewal: Britt called on Rick to report on the insurance renewal. Rick reported HAC's insurance premium was increased by 2.5%. Rick attributed the increase to large claims in the last ten years. The policy costs \$732,000 annually.

Workers Compensation Insurance: According to Rick, a recent quarterly review of HAC's workers compensation policy revealed HAC's premiums are low compared to other similar institutions. Rick attributed the low premium to efficient practices and procedures at HAC to prevent workplace incidents.

Employee Retention Credit: Rick provided an update on the Employee Retention Credit audit, which recently approved \$2,040,000 of the credit for the third quarter of 2021 to be paid to HAC. The remainder of the credit was denied. HAC's audit counsel is protesting the denial and is hopeful that some of the remaining \$4 million will also be released. Chuck asked if the credit was ever recorded on HAC's books. Rick responded that the credit money was never booked because he suspected the credit would be audited and he did not want to record the money until it was released.

Minimum Staffing Update: Britt reported that lawsuits have been filed in Texas challenging the minimum staffing mandates.

New Initiatives: Britt reported the mock surveys have been well received, and Ridgecrest completed its first mock survey earlier this month. Britt is hopeful the mock surveys will improve each facility's quality and performance during actual surveys.

As part of a plan to build a referral network to increase census, Britt hosted lunch and learn programs this month at Piedmont Midtown, Piedmont North, and Wellstar Hospital in LaGrange for doctors, nurses, and discharge planners. Britt reported the events were well attended and the crowds seemed receptive to Britt's information about Orchard View's Bronze Quality Award and the facilities and services HAC has to offer. As a result of the lunch and learn programs, HAC received new referrals to Orchard View. Britt anticipates hosting more programs for facilities in Opelika, Alabama, to broaden HAC's reach. Britt also received feedback from the attendees that Orchard View is a popular facility where patients want to go. According to Britt, many attendees indicated patients do not want to go to Muscogee Manor because the rooms are small and are not private. The Board discussed the feasibility of converting Muscogee Manor to a private room/shared bathroom configuration. Britt reported that one wing of Muscogee Manor is currently undergoing renovation and could be advertised as private rooms upon being reopened. Ernie asked Britt to report back to the Board on this topic.

Ernie recommended that HAC events like the holiday barbeque be opened to individuals in our referral network created from the lunch and learn programs.

Britt reported his interaction with Placer AI Technology as part of HAC's new marketing campaign. According to Britt, Placer AI uses cell phone data to track movements of individuals to identify areas where users of specific businesses originate from to determine where marketing

materials should be used. Britt requested results for individuals visiting the local hospitals, which produced only zip codes for the individuals, and the zip codes were comparable to the known zip codes of origin for many of the current residents of HAC's facilities. Britt intends to use this information to distribute marketing materials by mail to those zip codes.

Britt reported that Ernie referred HAC to Yalla PR for marketing assistance. According to Britt and Ernie, Yalla PR specializes in long-term social media marketing. The current contract with INCOLR will produce a set of commercials and other marketing materials for HAC's use, and Yalla PR will publish those materials on social media and provide additional content for consistent posting to maintain a social media presence for HAC. Britt intends to stagger the INCOLR ads and the Yalla PR posts to track which method produces more responses. Ernie commented that the television commercials are targeted towards potential residents for HAC, while the social media posts are targeted towards the younger family members of potential residents who are involved in the decision-making process for placing elderly family members in nursing homes. Britt indicated filming for the INCOLR commercials was taking place during the Board meeting.

COVID-19 Update: Britt reported there were no new cases of Covid-19 in June across all HAC facilities. This is the second month in a row that no positive cases have been detected within HAC. Britt reported many of the free testing sites for Covid-19 are closing to be replaced with kiosks. HAC will continue to report its Covid numbers through December 2024. According to Britt, a new vaccine is to be made available in September 2024.

Quality Incentive Payments: Rick reported that Muscogee Manor is expected to receive \$68,000 in Quality Incentive Payments from the State of Georgia. No notices of similar, anticipated payments have been received for either Orchard View or Ridgecrest.

Year End Audit: Rick reported the preliminary review of HAC’s annual audit has been completed. The primary review is set to being in July.

CFO’S REPORT

Rick Alibozek presented the Financial and Statistical Reports:

Statistical Report: Attached to these Minutes is the FY 2024 YTD Statistical Report. Rick reported that HAC’s year-to-date census is between 260 and 267.

Financial Report: Attached to these Minutes is the Hospital Authority of Columbus YTD Consolidated Income Statement through May 30, 2024.

The Board discussed cash expenditures generally based on the financial report. Rick indicated that payroll for months with holidays is higher due to double pay. Rick added that the \$2,040,000 Employee Retention Credit will add significant cash to HAC’s books once the payment is received. The Board then discussed financial strategies for paying-off HAC’s debt to build a new facility in the southern part of Columbus, verses maintaining debt and focusing on quality of care.

NEXT MEETING

The next meeting will be Tuesday, July 30, 2024 at Orchard View.

There being no further business the meeting was adjourned.



JACK P. SCHLEY
Secretary/Attorney



ERNEST SMALLMAN, IV
Chairman

HOSPITAL AUTHORITY OF COLUMBUS
FY 2024 YTD Statistical Report

	June	May	Apr	Mar	Feb	Jan	Dec	Nov	Oct	Sept	August	July	Average	Prior Year
Orchard View														
% Occupancy	63.60%	63.97%	64.97%	66.52%	67.16%	65.87%	66.13%	67.44%	69.52%	71.79%	65.69%	66.61%	66.61%	64.75%
Medicaid%	77.30%	78.06%	75.14%	74.03%	71.64%	73.31%	71.50%	69.62%	69.94%	68.43%	71.15%	71.15%	72.79%	67.57%
Medicare%	4.08%	3.88%	4.20%	6.92%	10.66%	6.39%	6.88%	5.29%	9.69%	11.59%	9.11%	7.15%	7.15%	10.32%
Private %	9.49%	9.85%	9.78%	7.98%	8.79%	10.31%	10.94%	11.15%	9.95%	10.38%	12.52%	10.10%	10.10%	12.21%
Hospice %	4.13%	5.00%	5.41%	6.04%	5.19%	4.80%	5.70%	7.49%	6.71%	5.23%	4.69%	5.49%	5.49%	7.03%
ADV %	5.00%	3.20%	4.87%	5.03%	3.72%	5.19%	4.99%	6.46%	3.72%	4.36%	2.53%	4.46%	4.46%	2.87%
Daily Medicare and ADV Census	11.54	9.07	11.77	15.90	19.32	15.26	15.70	15.84	18.64	22.91	15.29	15.57	15.57	17.12
Employment (Full Time Equivalents)	174.79	173.80	175.72	174.72	182.60	187.28	175.35	175.68	178.19	169.66	167.04	175.98	175.98	173.94
Ridgecrest														
% Occupancy	38.79%	36.90%	38.17%	38.99%	35.79%	32.87%	35.32%	36.41%	32.70%	29.03%	31.64%	35.15%	35.15%	28.46%
Medicaid%	57.72%	54.73%	53.02%	53.76%	53.22%	54.32%	52.81%	47.05%	42.35%	49.07%	48.18%	51.48%	51.48%	41.44%
Medicare%	10.89%	15.48%	21.73%	17.88%	7.51%	12.97%	16.85%	18.46%	17.84%	16.67%	27.67%	16.72%	16.72%	22.09%
Private %	21.68%	23.33%	21.93%	24.10%	28.54%	27.57%	22.92%	20.78%	21.84%	24.07%	18.81%	23.23%	23.23%	24.80%
Hospice %	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	3.93%	3.80%	3.64%	3.31%	1.70%	1.49%	1.49%	4.59%
ADV %	9.70%	6.45%	3.32%	4.25%	10.73%	5.14%	3.48%	9.92%	14.32%	6.88%	3.64%	7.08%	7.08%	7.09%
Daily Medicare and ADV Census	6.71	6.80	8.03	7.25	5.49	5.00	6.03	8.68	8.83	5.74	8.32	6.99	6.99	7.00
Employment (Full Time Equivalents)	36.81	35.77	33.46	32.35	37.42	38.24	31.66	31.45	34.18	34.24	32.69	34.39	34.39	33.48
Muscooke Manor														
% Occupancy	49.09%	48.45%	48.16%	51.57%	51.37%	52.24%	52.45%	52.65%	52.21%	50.33%	50.25%	50.25%	50.82%	54.26%
Medicaid%	90.35%	89.47%	89.39%	90.81%	88.82%	89.38%	89.95%	87.40%	87.07%	87.13%	88.60%	89.00%	89.00%	89.86%
Medicare%	2.85%	3.02%	2.22%	0.95%	2.98%	2.74%	2.69%	3.28%	3.55%	4.85%	4.68%	3.07%	3.07%	1.98%
Private %	1.04%	1.19%	0.24%	1.02%	1.99%	1.95%	0.97%	1.94%	1.95%	1.01%	1.02%	1.30%	1.30%	1.73%
Hospice %	5.77%	6.32%	6.22%	6.04%	5.64%	5.92%	6.10%	7.22%	7.43%	6.58%	5.70%	6.27%	6.27%	5.61%
ADV %	0.00%	0.00%	1.33%	1.17%	0.58%	0.00%	0.29%	0.16%	0.00%	0.42%	0.00%	0.36%	0.36%	0.83%
Daily Medicare and ADV Census	2.74	2.87	3.36	2.14	3.58	2.81	3.07	3.55	3.63	5.23	4.61	3.42	3.42	3.03
Employment (Full Time Equivalents)	139.91	141.20	131.43	135.56	143.63	150.43	139.29	134.87	136.52	123.69	122.86	136.31	136.31	124.26

HOSPITAL AUTHORITY OF COLUMBUS
12 MONTH MOVING STATISTICAL REPORT

	May-24	Apr-24	Mar-24	Feb-24	Jan-24	Dec-23	Nov-23	Oct-23	Sep-23	Aug-23	Jul-23	Jun-23	May-23	13 Moth Average	Prior Year Avg
Orchard View															
% Occupancy	63.60%	62.97%	64.97%	66.52%	67.16%	67.16%	66.13%	67.44%	68.53%	71.29%	65.69%	66.60%	64.92%	66.48%	64.63%
Medicaid%	77.30%	78.06%	75.74%	74.03%	71.64%	71.64%	71.50%	73.51%	69.54%	68.43%	71.15%	67.40%	67.40%	71.97%	67.88%
Medicare%	4.08%	3.88%	4.20%	6.92%	10.66%	6.39%	6.80%	5.29%	9.69%	11.59%	9.11%	9.81%	9.09%	7.51%	10.33%
Private %	9.49%	9.85%	7.98%	7.98%	8.79%	10.31%	10.94%	9.95%	9.55%	10.38%	12.92%	14.11%	13.71%	10.69%	11.68%
Hospice %	4.13%	5.00%	5.43%	6.04%	5.19%	4.80%	5.70%	7.49%	6.71%	5.23%	4.89%	5.52%	5.86%	5.52%	7.08%
ADV %	5.00%	3.20%	4.87%	5.03%	3.72%	5.19%	4.99%	6.46%	3.72%	4.96%	2.53%	3.75%	3.93%	4.37%	2.83%
Daily Medicare and ADV Census	11.54	9.07	11.77	15.90	19.32	15.26	15.70	15.84	18.64	22.91	15.29	16.07	16.90	15.86	17.03
Employment (Full Time Equivalents)	174.75	172.80	175.72	174.72	182.60	187.28	176.35	176.68	178.19	169.66	167.04	168.83	165.52	174.44	175.21
Ridgecrest															
% Occupancy	38.75%	36.90%	36.17%	38.95%	35.73%	32.87%	35.32%	36.41%	32.70%	29.03%	31.64%	32.74%	29.95%	34.56%	28.26%
Medicaid%	57.72%	54.73%	53.02%	53.76%	54.32%	54.32%	52.81%	47.05%	42.35%	49.07%	48.18%	50.91%	52.56%	51.52%	40.10%
Medicare%	10.83%	15.48%	21.73%	17.88%	7.51%	12.97%	16.85%	18.46%	17.84%	16.67%	27.67%	23.15%	16.78%	17.18%	22.81%
Private %	21.68%	23.53%	21.93%	24.10%	28.54%	27.57%	22.52%	20.78%	21.84%	24.07%	18.81%	19.39%	23.21%	22.94%	25.69%
Hospice %	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	3.93%	3.90%	3.64%	3.31%	1.70%	0.00%	2.05%	1.42%	4.59%
ADV %	9.70%	6.65%	9.32%	4.25%	10.73%	5.14%	3.48%	9.92%	14.32%	6.88%	3.64%	6.55%	5.90%	6.94%	6.90%
Daily Medicare and ADV Census	6.71	6.80	8.03	7.25	5.49	5.60	6.03	8.68	8.83	5.74	8.32	8.17	5.58	6.97	7.07
Employment (Full Time Equivalents)	36.81	35.77	33.46	32.35	37.42	38.24	31.66	31.45	34.18	34.24	32.69	34.42	34.91	34.43	33.59
Muscooke Manor															
% Occupancy	49.05%	48.45%	48.16%	51.57%	51.37%	52.26%	52.45%	52.65%	52.21%	50.53%	50.25%	50.61%	52.19%	50.91%	54.29%
Medicaid%	90.35%	89.47%	89.99%	90.81%	88.82%	89.36%	89.95%	87.40%	87.07%	87.13%	88.60%	89.49%	89.35%	89.13%	89.95%
Medicare%	2.85%	3.02%	2.22%	0.95%	2.98%	2.76%	2.65%	3.28%	3.55%	4.65%	4.68%	2.69%	2.16%	2.97%	2.06%
Private %	1.04%	1.15%	0.24%	1.02%	1.99%	1.95%	0.97%	1.96%	1.95%	1.01%	1.02%	1.01%	2.59%	1.38%	1.66%
Hospice %	5.77%	6.32%	6.22%	6.04%	5.64%	5.92%	6.10%	7.22%	7.43%	6.58%	5.70%	5.85%	6.02%	6.22%	5.83%
ADV %	0.00%	0.00%	1.33%	1.17%	0.58%	0.00%	0.29%	0.16%	0.42%	0.00%	0.00%	0.00%	0.00%	0.30%	0.80%
Daily Medicare and ADV Census	2.74	2.87	3.36	2.14	3.58	2.81	3.07	3.55	3.63	5.23	4.61	2.63	2.79	3.26	3.09
Employment (Full Time Equivalents)	138.91	141.20	131.48	135.56	143.63	150.43	139.29	134.87	136.52	123.69	122.86	119.62	114.88	132.38	123.52

HOSPITAL AUTHORITY OF COLUMBUS
YTD CONSOLIDATED INCOME STATEMENT
THROUGH MAY 31, 2024

	Orchard View	Home Office	Ridgecrest	Muscogee Manor	Total Nursing Home	Cobles PCH	Muscogee Home Health	River Mill	Consolidated
INCOME STATEMENT									
Revenue	\$ 18,820,194	\$ 432,663	\$ 4,121,072	\$ 12,505,596	\$ 35,879,525	\$ 29,091	\$ 328,597	\$ 2,526	\$ 36,239,739
Operating Expenses	15,961,337	1,869,549	4,422,527	12,362,042	34,615,455	6,556	18,342	1,101	34,641,454
Net Profit (Loss) before Noncash expense	2,858,857	(1,436,886)	(301,455)	143,554	1,264,070	22,535	310,255	1,425	1,598,285
Provision for Bad debts	813	-	-	123	936	-	-	-	936
Interest expense	(682,332)	-	(876,304)	-	(1,558,636)	-	-	-	(1,558,636)
Depreciation and Amortization	(956,901)	-	(1,048,894)	(112,332)	(2,118,127)	(4,147)	-	-	(2,122,274)
YTD Income (loss)	\$ 1,220,437	\$ (1,436,886)	\$ (2,226,653)	\$ 31,345	\$ (2,411,757)	\$ 18,388	\$ 310,255	\$ 1,425	\$ (2,081,689)
					\$ -	\$ -	\$ -	\$ -	\$ -

HOSPITAL AUTHORITY OF COLUMBUS
 CONSOLIDATED SUMMARY REPORT
 MONTH ENDED MAY 31, 2024

	Orchard View	Home Office	Ridgecrest	Muscogee Manor	Total Nursing Home	Cobis PCH	Muscogee Home Health	River Mill	Consolidated
BALANCE SHEET									
Cash	\$ 5,393,688	\$ -	\$ 6,586,466	\$ 3,614,734	\$ 15,594,888	\$ 30,891	\$ 311,253	\$ 2,864,079	\$ 18,801,111
Other Current Assets	3,808,490	-	1,487,506	3,056,832	8,352,828	2,423	3,380	-	8,358,631
Intercompany Balances	16,580,000	-	(880,259)	(6,072,756)	9,626,985	(6,386,177)	(2,318,290)	(922,518)	-
Noncurrent Assets	35,665,342	-	34,726,161	9,023,668	79,415,171	150,751	83,642	564,920	80,214,484
Total Assets	\$ 61,447,520	\$ -	\$ 41,919,874	\$ 9,622,478	\$ 112,989,872	\$ (6,202,112)	\$ (1,920,015)	\$ 2,506,481	\$ 107,374,226
Current Liabilities	\$ 1,516,363	\$ -	\$ 679,636	\$ 656,471	\$ 2,852,470	\$ -	\$ -	\$ 71	\$ 2,852,541
Non-current Liabilities (excluding bonds)	10,950,305	-	4,047,178	6,750,787	21,748,270	360,100	450,668	-	22,559,038
Bonds Payable	21,020,888	-	28,568,810	-	49,989,698	-	-	-	49,989,698
Total Liabilities	33,487,556	-	33,695,624	7,407,258	74,590,438	360,100	450,668	71	75,401,277
Fund Balance	27,959,964	-	8,224,250	2,215,220	38,399,434	(6,562,212)	(2,370,683)	2,506,410	31,972,949
Total Liabilities and Fund Balance	\$ 61,447,520	\$ -	\$ 41,919,874	\$ 9,622,478	\$ 112,989,872	\$ (6,202,112)	\$ (1,920,015)	\$ 2,506,481	\$ 107,374,226
INCOME STATEMENT									
Revenue	\$ 1,559,204	\$ 39,333	\$ 424,306	\$ 1,140,550	\$ 3,163,393	\$ 2,000	\$ 7,094	\$ 2,526	\$ 3,175,013
Operating Expenses	1,414,593	200,118	425,135	1,148,113	3,187,959	606	1,211	71	3,189,847
Net Profit (Loss) before Noncash expense	144,611	(160,785)	(829)	(7,563)	(24,566)	1,394	5,883	2,455	(14,834)
Provision for Bad debts	-	-	-	-	-	-	-	-	-
Interest expense	(45,330)	-	(79,664)	-	(124,994)	-	-	-	(124,994)
Depreciation and Amortization	(86,306)	-	(95,354)	(10,212)	(191,872)	(377)	-	-	(192,249)
Current Month Income (loss)	\$ 12,975	\$ (160,785)	\$ (175,847)	\$ (17,775)	\$ (341,432)	\$ 1,017	\$ 5,883	\$ 2,455	\$ (332,077)
YTD Income (loss)	\$ 1,220,437	\$ (1,436,886)	\$ (2,226,653)	\$ 31,345	\$ (2,411,757)	\$ 18,388	\$ 310,255	\$ 1,425	\$ (2,081,689)
YTD Net Income (loss)	\$ 12,975	\$ (160,785)	\$ (175,847)	\$ (17,775)	\$ (341,432)	\$ 1,017	\$ 5,883	\$ 2,455	\$ (332,077)
Add: Depreciation	86,306	-	95,354	10,212	191,872	377	-	-	192,249
Add: Interest Expense	45,330	-	79,664	-	124,994	-	-	-	124,994
Less: Monthly bond payment	(245,547)	-	(63,229)	-	(308,776)	-	-	-	(308,776)
Less: Property & Equipment Additions	-	-	-	-	-	-	-	-	-
Net Cash Flow	\$ (100,936)	\$ (160,785)	\$ (64,058)	\$ (7,563)	\$ (333,342)	\$ 1,394	\$ 5,883	\$ 2,455	\$ (323,610)

BOARD MINUTES
OF THE
HOSPITAL AUTHORITY OF COLUMBUS, GEORGIA
July 30, 2024

A regularly scheduled meeting of the Board of the Hospital Authority of Columbus, Georgia (HAC) was held at 11:00 AM on Tuesday, July 30, 2024. The meeting was held in the conference room at Orchard View on Whitesville Road in Columbus, Georgia, and by Zoom video conference. A notice was emailed to each member of the Board more than 48 hours prior to the meeting. A copy of the notice was posted more than 24 hours before the meeting on the door of the building in which the meeting was held.

Present at the meeting were acting Chairwoman Sarah Banks-Lang, and members Mike Welch, Dr. John Kingsbury, Warner Kennon, Jr., Chuck Hecht, Wayne Joiner, and Tony Floyd. Ernie Smallman was excused.

Britt Hayes, CEO, Rick Alibozek, CFO, and Jack P. Schley, Secretary/Attorney, were present at the meeting. Bob Jones was present as a guest.

INVOCATION AND WELCOME

The meeting was called to order and Tony opened the meeting with a prayer.

DETERMINATION OF QUORUM

It was determined that a quorum was present.

REVIEW OF MINUTES

The Minutes for the June 25, 2024 Board meeting were reviewed. Chuck moved for their approval and Warner seconded the motion. The June 2024 Board Minutes were unanimously approved.

BOARD BUSINESS

Sarah acknowledged and welcomed Tony Floyd as the newest member of the Board. Bob Jones was acknowledged as having been nominated and approved by City Council, but having not yet received his oath of office from the Mayor, his appointment to the Board has not been completed and he was welcomed as a prospective new member and guest of the Board.

CFO'S REPORT

Sarah called for the financial report to be given, and Rick Alibozek presented the Financial and Statistical Reports:

Statistical Report: Attached to these Minutes is the FY 2024 YTD Statistical Report. Rick reported that HAC's census remains consistent with prior months, despite several deaths of residents at Orchard View, due to an increase in census at Muscogee Manor to 102. Ridgecrest maintains a census of about 40 residents. Britt and Rick commented on the effect of the age of residents in each facility on the changes in census. Facilities with older populations have a more volatile census, according to Britt. Rick reported that Medicare rates have increased above the rates paid by private insurance companies like United Health. According to Rick, this increase may indicate a move towards more long-term residents.

Financial Report: Attached to these Minutes is the Hospital Authority of Columbus YTD Consolidated Income Statement through June 30, 2024. Rick reported that the 2024 financial audit began on July 29. Rick further reported that the Employee Retention Credit is now reflected as revenue, but the money has not yet been received. The IRS approved part of the credit and HAC's external auditor, FORVIS, instructed Rick to reflect it as revenue. Rick is hopeful that the payment of \$2,040,000 will be received before the next meeting. The credit was distributed in parts as revenue across all three facilities. Sarah asked Rick to provide additional details about the credit

for the benefit of the new members, and Rick provided additional details about the credit and subsequent audit.

Rick reported that Quality Improvement payments were recently received from the State for Orchard View and Ridgecrest. Muscogee Manor previously received approximately \$70,000 in Quality Improvement payments. The latest payment of about \$350,000 is reflected as revenue for Orchard View and Ridgecrest. Rick also reported that HAC dedicates significant time to collecting on its bills, and Rick was pleased to report that HAC's current uncollected amounts are relatively low at around \$225,000. Britt commented how HAC uses liens to collect on bills, and a lien was recently paid-off through a real estate sale.

PRESIDENT'S REPORT

Britt Hayes gave the President's report:

Silver Quality Award Winners: Britt was pleased to announce that last month HAC received the Silver National Quality Award by the American Health Care Association for both Orchard View and Muscogee Manor. Britt commented generally on the significance of the award by stating that it generally takes years to achieve. Britt also reported that only 11 nursing homes in Georgia received the Silver Award in 2024, and only 98 in the United States out of 15,000 nursing homes have received the same award, and HAC has two of those facilities. Only 53 nursing homes in the U.S. have scored higher than Orchard View and Muscogee Manor under the criteria for the award. Britt indicated that the Silver Quality Award emblem is being added to all of HAC's marketing materials for the two facilities, including the commercials which are currently being produced. Britt also indicated that he is now setting his sights on the Gold Quality Award. According to Britt, only four nursing homes in Georgia have received the Gold Award. The closest Gold facility to HAC is located in Buena Vista, Georgia, and Britt commented on that facility's low staff turnover

rate, which he attributed to the close community in Buena Vista. Britt stated strong and consistent staffing is a significant contributor to achieving recognition for the Gold Quality Award. Wayne commented on the significance of the Silver Quality Award, and congratulated HAC on the recognition. The Board discussed the award generally and Britt indicated it would be announced at City Council and he plans to be there with the facility administrators to be recognized on behalf of HAC. According to Britt, the Silver Quality Award also raises the Medicare rate for Orchard View and Muscogee Manor by 1%.

Bibb Mill Property: Britt summarized the history of HAC's ownership of the former Bibb Mill property, the recent appraisal of the parcel, and the proposed land swap agreement with a Pezold group entity. Britt called on Jack to provide an update on the transaction. Jack indicated that the swap will be finalized and completed if the buyer for the Macon Road property places the purchase funds into escrow. Jack indicated he recently heard from an attorney for the buyer who requested details on the transaction, which Jack perceived as indicating that the buyer intends to move forward with the purchase at this time. Jack said he expects to have another update at the August meeting.

Nursing Home Minimum Staffing/US Supreme Court ruling in Chevron case: Britt commented on the recent U.S. Supreme Court ruling overturning the *Chevron* case, which empowered federal agencies to enact regulations, and how the current challengers of the recent minimum staffing mandate will likely use the Supreme Court's decision to argue against the mandate. The Board discussed the mandate generally and the unrealistic requirement for registered nurses. Warner asked if there were any other mandates that could be challenged by the court decision, and Britt responded that the COVID regulations would likely not be repeated now that the court's ruling has been issued.

New Initiatives: Britt reported that HAC’s quality team is conducting Code Blue drills at all three facilities to improve quality of care under Code Blue scenarios. Britt also reported that new residents have been admitted at Orchard View through referrals Britt connected with during his lunch-and-learn sessions. Britt mentioned new partnerships HAC has entered into to share programming that showcases HAC’s facilities, builds referrals, and increases census. According to Britt, he and Rick are meeting with the CFO and Discharge Manager at St. Francis Hospital next week to build a relationship for referrals to HAC from St. Francis. Britt commented on HAC’s twenty-year association with the Alzheimer’s Association, and HAC’s new efforts to use that relationship with the aim to grow census. Britt reported that Home Depot donated a grill to be auctioned-off by HAC and that Orchard View will host a barbeque, all to raise money for the Alzheimer’s Association.

Britt announced that HAC received a grant to fully cover the cost of a new UV Robot, which sterilizes rooms to kill drug-resistant organisms. Britt expects the robot to arrive in September, and that using it will improve quality care at HAC.

INCOLR’s filming at Orchard View was productive, according to Britt, and the finished product for the commercials are expected to be delivered in August. Britt indicated the products would be shared with the Board during the August meeting if delivery occurs on-time.

COVID-19 Update: Britt reported that Orchard View and Muscogee Manor are currently in outbreak with twelve new cases of COVID at each facility.

NEXT MEETING

The next meeting will be Tuesday, August 27, 2024 at Orchard View.

There being no further business the meeting was adjourned.



JACK P. SCHLEY
Secretary/Attorney



ERNEST SMALLMAN, IV
Chairman

HOSPITAL AUTHORITY OF COLUMBUS
 CONSOLIDATED SUMMARY REPORT
 MONTH ENDED JUNE 30, 2024

	Orchard View	Home Office	Ridgecrest	Muscogee Manor	Total Nursing Home	Cobis PCH	Muscogee Home Health	River Mill	Consolidated
BALANCE SHEET									
Cash	\$ 4,726,544	\$ -	\$ 5,845,244	\$ 3,867,258	\$ 14,439,046	\$ 30,891	\$ 313,352	\$ 2,862,493	\$ 17,645,782
Other Current Assets	5,382,537	-	2,102,479	4,171,886	11,656,902	3,817	3,119	-	11,663,838
Intercompany Balances	16,622,698	-	(336,522)	(6,659,191)	9,626,985	(6,386,177)	(2,318,290)	(922,518)	-
Noncurrent Assets	35,834,092	-	34,695,217	9,010,517	79,540,926	150,374	83,642	564,920	80,339,862
Total Assets	\$ 62,565,871	\$ -	\$ 42,307,418	\$ 10,390,570	\$ 115,263,859	\$ (6,201,095)	\$ (1,918,177)	\$ 2,504,895	\$ 109,649,482
Current Liabilities	\$ 1,888,517	\$ -	\$ 852,072	\$ 813,887	\$ 3,554,476	\$ -	\$ 79	\$ 1,666	\$ 3,556,221
Non-current Liabilities (excluding bonds)	10,950,305	-	4,047,178	6,750,787	21,748,270	360,100	450,668	-	22,559,038
Bonds Payable	20,987,513	-	28,965,838	-	49,953,451	-	-	-	49,953,451
Total Liabilities	33,825,435	-	33,865,088	7,564,674	75,256,197	360,100	450,747	1,666	76,068,710
Fund Balance	28,739,436	-	8,442,330	2,825,896	40,007,662	(6,561,195)	(2,368,924)	2,503,229	33,580,772
Total Liabilities and Fund Balance	\$ 62,565,871	\$ -	\$ 42,307,418	\$ 10,390,570	\$ 115,263,859	\$ (6,201,095)	\$ (1,918,177)	\$ 2,504,895	\$ 109,649,482
INCOME STATEMENT									
Revenue	\$ 2,751,166	\$ 39,333	\$ 869,369	\$ 1,836,120	\$ 5,495,988	\$ 2,000	\$ 17,472	\$ 2,555	\$ 5,518,015
Operating Expenses	1,499,971	196,919	465,869	1,164,937	3,327,696	606	15,713	5,736	3,349,751
Net Profit (Loss) before Noncash expense	1,251,195	(157,586)	403,500	671,183	2,168,292	1,394	1,759	(3,181)	2,168,264
Provision for Bad debts	(175,259)	-	(10,093)	(40,206)	(225,558)	-	-	-	(225,558)
Interest expense	(45,330)	-	(79,664)	-	(124,994)	-	-	-	(124,994)
Depreciation and Amortization	(93,546)	-	(95,663)	(20,301)	(209,512)	(377)	-	-	(209,889)
Current Month Income (loss)	\$ 937,058	\$ (157,586)	\$ 218,080	\$ 610,676	\$ 1,608,228	\$ 1,017	\$ 1,759	\$ (3,181)	\$ 1,607,823
YTD Income (loss)	\$ 2,157,495	\$ (1,594,472)	\$ (2,008,573)	\$ 642,021	\$ (803,529)	\$ 19,405	\$ 312,014	\$ (1,756)	\$ (473,866)
YTD Net Income (loss)	\$ 937,058	\$ (157,586)	\$ 218,080	\$ 610,676	\$ 1,608,228	\$ 1,017	\$ 1,759	\$ (3,181)	\$ 1,607,823
Add: Depreciation	93,548	-	95,663	20,301	209,512	377	-	-	209,889
Add: Interest Expense	45,330	-	79,664	-	124,994	-	-	-	124,994
Less: Monthly bond payment	(245,547)	-	(63,229)	-	(308,776)	-	-	-	(308,776)
Less: Property & Equipment Additions	-	-	-	(7,250)	(7,250)	-	-	-	(7,250)
Net Cash Flow	\$ 830,389	\$ (157,586)	\$ 330,178	\$ 623,727	\$ 1,626,708	\$ 1,394	\$ 1,759	\$ (3,181)	\$ 1,626,680

HOSPITAL AUTHORITY OF COLUMBUS
 YTD CONSOLIDATED INCOME STATEMENT
 THROUGH JUNE 30, 2024

INCOME STATEMENT

	Orchard View	Home Office	Ridgecrest	Muscogee Manor	Total Nursing Home	Cobles PCH	Muscogee Home Health	River Mill	Consolidated
Revenue	\$ 21,571,360	\$ 471,996	\$ 4,990,441	\$ 14,341,716	\$ 41,375,513	\$ 31,091	\$ 346,069	\$ 5,081	\$ 41,757,754
Operating Expenses	17,461,308	2,066,468	4,888,396	13,526,979	37,943,151	7,162	34,055	6,837	37,991,205
Net Profit (Loss) before Noncash expense	4,110,052	(1,594,472)	1,102,045	814,737	3,432,362	23,929	312,014	(1,756)	3,766,549
Provision for Bad debts	(174,446)	-	(10,083)	(40,083)	(224,622)	-	-	-	(224,622)
Interest expense	(727,662)	-	(955,968)	-	(1,683,630)	-	-	-	(1,683,630)
Depreciation and Amortization	(1,050,449)	-	(1,144,557)	(132,633)	(2,327,639)	(4,524)	-	-	(2,332,163)
YTD Income (loss)	\$ 2,157,495	\$ (1,594,472)	\$ (2,008,573)	\$ 642,021	\$ (803,529)	\$ 19,405	\$ 312,014	\$ (1,756)	\$ (473,866)

HOSPITAL AUTHORITY OF COLUMBUS
12 MONTH MOVING STATISTICAL REPORT

	Jun-24	May-24	Apr-24	Mar-24	Feb-24	Jan-24	Dec-23	Nov-23	Oct-23	Sep-23	Aug-23	Jul-23	Jun-23	13 Mth Average	Prior Year Avg
Orchard View															
% Occupancy	63.08%	65.60%	63.97%	64.97%	65.22%	67.16%	65.87%	66.13%	67.41%	69.57%	71.79%	65.69%	66.60%	66.33%	64.63%
Medicare%	77.44%	77.00%	78.06%	75.76%	74.03%	71.64%	73.31%	71.50%	69.63%	69.94%	69.43%	71.15%	66.80%	72.69%	67.89%
Private %	6.55%	4.06%	3.89%	4.20%	5.22%	10.66%	6.88%	6.88%	5.39%	9.69%	11.59%	9.11%	9.81%	7.31%	10.33%
Hospice %	8.90%	9.49%	9.63%	9.78%	7.58%	8.79%	10.31%	10.84%	11.15%	9.85%	10.38%	12.57%	14.11%	10.32%	11.68%
ADV %	3.41%	5.00%	3.20%	4.67%	3.03%	5.19%	4.86%	4.99%	7.48%	5.71%	4.35%	4.59%	5.51%	5.35%	7.08%
Daily Medicare and ADV Census	11.57	11.54	9.07	11.77	15.90	13.32	15.28	15.70	15.24	18.64	22.81	15.29	18.07	15.53	17.03
Employment (Full Time Equivalents)	189.00	174.79	173.80	175.72	174.72	182.60	187.28	175.53	176.68	178.19	189.65	167.04	189.93	176.60	175.21
Ridgecrest															
% Occupancy	41.94%	38.79%	36.90%	36.17%	39.93%	35.79%	32.87%	35.32%	36.41%	32.70%	28.03%	31.64%	32.74%	35.48%	28.26%
Medicare%	60.17%	57.72%	54.73%	54.02%	53.76%	51.22%	54.32%	52.82%	47.05%	43.85%	49.07%	48.18%	50.91%	52.10%	40.10%
Private %	10.97%	10.89%	15.48%	21.79%	17.86%	7.51%	12.97%	16.65%	16.46%	17.84%	16.67%	18.81%	23.15%	16.77%	22.81%
Hospice %	22.52%	21.68%	23.33%	21.95%	24.10%	28.54%	27.57%	22.32%	20.78%	21.84%	24.07%	18.91%	19.30%	22.88%	25.80%
ADV %	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	3.35%	3.82%	1.97%	3.16%	1.70%	0.00%	1.29%	4.98%
Daily Medicare and ADV Census	6.10	6.71	6.80	8.03	7.25	5.49	5.16%	3.46%	5.92%	4.85%	6.84%	5.64%	8.17	6.98%	6.90%
Employment (Full Time Equivalents)	38.01	35.81	35.77	33.65	31.25	37.42	30.24	31.66	31.65	34.13	34.24	32.69	34.42	34.67	33.59
Mussogee Manor															
% Occupancy	49.73%	48.08%	48.45%	48.16%	51.37%	51.37%	52.24%	52.45%	52.65%	52.21%	50.93%	50.35%	50.61%	50.73%	54.29%
Medicare%	89.60%	90.35%	89.47%	89.55%	90.81%	88.82%	89.58%	89.95%	87.40%	87.07%	87.13%	88.60%	90.48%	89.16%	89.85%
Private %	3.18%	2.85%	3.02%	2.22%	0.95%	2.98%	2.74%	2.65%	3.26%	3.35%	4.85%	4.68%	2.65%	3.02%	3.05%
Hospice %	1.40%	1.06%	1.15%	1.02%	1.95%	1.99%	1.97%	0.97%	1.94%	1.95%	2.01%	1.02%	1.03%	1.27%	1.66%
ADV %	5.57%	5.77%	6.32%	6.22%	5.64%	5.84%	5.92%	6.10%	7.22%	7.45%	6.58%	5.70%	5.85%	6.18%	5.59%
Daily Medicare and ADV Census	3.33	3.33	2.87	3.36	2.14	3.58	2.81	3.07	3.55	3.53	5.23	4.61	2.63	3.25	3.39
Employment (Full Time Equivalents)	139.05	139.51	141.20	131.43	135.56	143.63	150.43	139.29	134.87	136.52	129.69	122.86	119.62	135.24	123.92

HOSPITAL AUTHORITY OF COLUMBUS
FY 2024 YTD Statistical Report

	June	May	Apr	Mar	Feb	Jan	Dec	Nov	Oct	Sept	August	July	Average	Prior Year
Orchard View														
% Occupancy	63.08%	63.60%	63.97%	64.97%	66.57%	67.16%	65.87%	66.13%	67.44%	69.52%	71.79%	65.69%	66.31%	64.75%
Medicaid%	77.44%	77.30%	78.06%	75.74%	74.03%	71.64%	73.31%	71.50%	69.67%	69.94%	68.43%	71.15%	73.18%	67.57%
Medicare%	6.55%	4.08%	3.88%	4.20%	6.97%	10.66%	6.39%	6.88%	5.29%	9.69%	11.59%	9.11%	10.32%	10.32%
Private %	8.90%	9.49%	9.85%	9.78%	7.98%	8.79%	10.31%	10.94%	11.19%	9.95%	10.38%	12.52%	10.00%	12.21%
Hospice %	3.70%	4.13%	5.00%	5.41%	6.04%	5.19%	4.80%	5.70%	7.49%	6.71%	5.23%	4.69%	5.34%	7.05%
ADV %	3.41%	5.00%	3.20%	4.87%	5.09%	3.72%	5.19%	4.99%	6.46%	3.72%	4.36%	2.63%	4.37%	2.87%
Daily Medicare and ADV Census	12.57	11.54	9.07	11.77	15.90	19.32	15.26	15.70	15.84	18.64	22.91	15.29	15.32	17.12
Employment (Full Time Equivalents)	189.00	174.79	173.80	175.72	174.72	182.60	187.28	175.35	176.68	178.19	169.66	167.04	177.07	173.94
Ridgecrest														
% Occupancy	41.94%	38.79%	36.90%	38.17%	38.99%	35.79%	32.87%	35.32%	36.41%	32.70%	29.03%	31.64%	35.71%	28.46%
Medicaid%	60.17%	57.72%	54.73%	53.02%	53.76%	53.22%	54.32%	52.81%	47.05%	42.35%	49.07%	48.18%	52.20%	41.44%
Medicare%	10.97%	10.89%	15.48%	21.73%	17.88%	7.51%	12.97%	16.85%	18.46%	17.84%	16.67%	27.67%	16.24%	22.09%
Private %	22.52%	21.68%	23.33%	21.93%	24.10%	28.54%	27.57%	22.92%	20.78%	21.84%	24.07%	18.81%	23.17%	24.80%
Hospice %	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	3.93%	3.80%	3.64%	3.31%	1.70%	1.37%	4.59%
ADV %	6.34%	9.70%	6.45%	3.32%	4.25%	10.73%	5.14%	3.48%	9.92%	14.37%	6.88%	3.64%	7.01%	7.09%
Daily Medicare and ADV Census	6.10	6.71	6.80	8.03	7.25	5.49	5.00	6.03	8.68	8.83	5.74	8.32	6.92	7.00
Employment (Full Time Equivalents)	38.01	36.81	35.77	35.46	32.35	37.42	38.24	31.66	31.45	34.18	34.24	32.69	34.69	33.48
Muscooke Manor														
% Occupancy	49.73%	49.09%	48.45%	48.16%	51.57%	51.37%	52.24%	52.45%	52.65%	52.21%	50.53%	50.25%	50.73%	54.26%
Medicaid%	89.60%	90.35%	89.47%	89.99%	90.81%	88.82%	89.39%	89.95%	87.40%	87.07%	87.13%	88.60%	89.05%	89.86%
Medicare%	3.18%	2.85%	3.02%	2.22%	0.95%	2.98%	2.74%	2.69%	3.28%	3.55%	4.85%	4.68%	3.08%	1.98%
Private %	1.40%	1.04%	1.19%	1.04%	1.02%	1.99%	1.95%	0.97%	1.94%	1.95%	1.01%	1.02%	1.31%	1.79%
Hospice %	5.57%	5.77%	6.32%	6.22%	6.04%	5.64%	5.92%	6.10%	7.22%	7.43%	6.58%	5.70%	6.21%	5.61%
ADV %	0.24%	0.00%	0.00%	1.33%	1.17%	0.58%	0.00%	0.29%	0.16%	0.00%	0.42%	0.00%	0.35%	0.83%
Daily Medicare and ADV Census	3.33	2.74	2.87	3.36	2.14	3.58	2.81	3.07	3.55	3.63	5.23	4.61	3.41	3.03
Employment (Full Time Equivalents)	139.05	139.91	141.20	131.43	135.56	143.63	150.43	139.29	134.87	136.52	123.69	122.86	136.54	124.26



KCBC COMMISSIONERS MEETING MEETING MINUTES

April 11, 2024

Citizen Service Center | 3111 Citizens Way Columbus, Ga 31906

KCBC Director:

Lisa Thomas-Cutts

Commissioners Present:

Courtney Johnson, Tracy Walton-King, David Houser, Herman Lewis Jr. (KGBC Interim Chairman), and Avianca Dowdell

Members Absent:

Pamela Thomas, Dorris Bishop

Meeting called to order at 9:10 AM

Introduction & Minutes

Director, Lisa Cutts, called the meeting to order and welcomed everyone back.

Lisa proceeded to ask for approval to accept the last meeting minutes. Tracy Walton-King moved a motion to approve the last meeting minutes and David Houser second the motion. The meeting minutes from the last meeting were approved, accepted, and admitted into our records.

Financial Report

Treasurer, Herman Lewis Jr., discussed the financial reports in great detail. He gave a comprehensive understanding of the organization's financial health. He conducted a detailed analysis, examining income, balance, and cash flow. Herman also expanded on four different grants that have been submitted.

Announcement of new candidate coming in to fill Caryn's position.

New Business

April 20, 2024, is Columbus Clean Up Day. We are asking for the community's help in the effort of cleaning up their neighborhoods, schools, parks, etc. We will provide supplies (trash bags, gloves, etc.) If a group calls in have at least 20-30 people that will help with the cleanup we will offer a kit to them that will need to be returned. The goal is to cleanup areas that have illegal dumping as well as areas with a lot of litter in the city. Public Works will gather the trash once collected.

There will be a press release coming out this week showcasing the cleanup and Lisa did a Business Break session about the event. We ask that you please share the flyers on your social media platforms. This is a

partnership with Bikes Columbus and Pratt and Whitney. David will be the KCBC representative serving in the capacity of Chairman for this event.

Lisa shared that Kayla Hunter did a news article entitled; “Why Can’t We Keep Columbus Beautiful?” In this article, Kayla focused on all the issues and problems that we have in Columbus with trash, dumping etc. She also interviewed Lisa, Herman, one of the Macon affiliates, and our Public Works administrators about this problem.

Earth Week Activities (Lisa Cutts) The event will be held April 22nd, We are having a paper shedding day, a day at the gardens, a cleanup day, recycling bag give away at Piggly Wiggly on 13th Street. Please let Lisa or Caryn know if you are interested in participating.

Awards Reception (Lisa Cutts) The awards reception is going to be April 29, 2024, at 5:30 PM at Columbus State University (Cunningham Center). Heavy Hors D’oeuvre’s will be served. The Chairman Award will be presented in honor of William Kent. His family will be honored.

KCBC Sports Council (Lisa Cutts) This event will be held May 21, 2024. We will partner with the Mill District and Mary Sherman for a cleanup effort around the Softball field. There is a lot of media engagement and opportunity to promote KCBC and cleaning up the area.

Litter Law Training (Lisa Cutts) Litter Law Training will be held on May 22, 2024, at the Civic Center. We have invited all law enforcement officers and KCBC Commissioners and Board Members are welcome to attend. Lunch will be provided. NAIA will be the trainer. We have 600 cameras that are being installed throughout the city in an effort to deter litter and illegal dumping.

MLK Turn Around Columbus (Caryn) The Beautification Project with the Lutheran Church and G.W. Carver Victory Garden will be held on June 1, 2024 from 1:30 Pm until 3:30 PM the contact is Ronzell Buckner.

KCBC Mayor’s 2nd Annual Golf Tournament (Lisa Cutts) KCBC Mayor’s 2nd Annual Golf Tournament will be held on Friday, September 13, 2024. We will have a spooktacular theme. We are planning for this event and things are being tweaked.

Old Business

Shoe Recycling Campaign The campaign was a success. It was ongoing from October until December. We are still collecting shoes. Co-Chairs, David Houser and Tracy Walton-King suggested we start a little earlier next year, and both are willing to Co-Chair for next year. We have collected over 10,000 shoes thus far. We’re looking to make the campaign bigger and better next year. The packing date is scheduled for February 24, 2024.

Christmas Tree Recycling Campaign (Courtney Johnson/Tracy Walton-King/Pam Thomas) - This initiative was a success with the exception of the removal of some trees from some of the sites. The trees will be placed into Goat Rock Lake. Caryn will share more information on this as it becomes available. Next year we plan to post signs to deter the removal of the trees. Cameras are being placed in all of the parks. Pictures were taken and posted on social media. Next year, we are considering a drive-thru drop off.

MLK Serve-A-Thon (Lisa Cutts) – We partnered with Trees Columbus for this initiative, and it was a success. We had a lot of volunteers to include some of our Board Members, KGBC Interim Chairman

Herman Lewis Jr., Councilwoman Toyia Tucker, representatives from Columbus Water Works, and First Lady Karon Henderson. We planted ten trees and completed a cleanup afterwards at Carver Park.

MLK Turn Around Columbus (Caryn) – This was the 7th Annual event. We have partnered with them since inception. We had a lot of volunteers and were able to clean up a lot of areas from MLK Boulevard/YMCA to the Carver High School area. We look forward to working with them again in 2025. We have partnered with Ronzell Buckner in the past on numerous initiatives and look forward to partnering with him in the future.

Remaining 2024 Programs and Projects:

Tour of Gardens (Lisa Cutts) We have a Chairperson Dorris Bishop Chair– Midtown will partner with us on this. TBD in either Spring 2024 or in December 2024 as a Tour of Lights.

Great American Cleanup (Lisa Cutts) TBD This initiative runs between March 21 – June. More to come on this.

Community Engagements (Lisa Cutts) Please remember to look for things to do in the community. We are gearing to partner with citizens in the community to work with this year.

Closing Remarks

Please continue to participate and stay engaged. We need your help in making Columbus better.

Lisa Cutts closed the meeting by thanking all attendees for their presence and participation.

Meeting adjourned at 10:05 AM

Next Meeting: TBD

Respectfully submitted,

Tracy Walton-King

Tracy Walton-King, Meeting Recorder KCBC Board Commissioner

Minutes of the
Retiree Health Benefits Committee
Wednesday, November 15, 2023, 11:30 AM
Deputy City Manager’s Conference Room, City Services Center

ATTENDEES	P	A	ATTENDEES	P	A
Christi Johnson, Chair		X			
Larry Campbell	X				
Thomas Barron	X				
John D Hawk	X				
Renee McAneny	X				
Cheryl Tate	X		Reather Hollowell Ex-Officio	X	

Others Present: Tammi Starkey and Vanessa Stephens w/NFP; Cynthia Holliman, Sheila Risper, and Destiny Chisolm w/CCG/HR

CALL TO ORDER: Thomas Barron
Agenda & Discussions

- The meeting was called to order by Tom Barron. The minutes of August 16, 2023, were approved.
- **Larry Campbell:** The holiday meeting for retirees will be held the third week of the month of December.
- **Vanessa Stephens:** A small number of retirees completed Open Enrollment online or with an Open Enrollment enroller, or they completed Open Enrollment through the call center.
- Holiday Lunch was provided by NFP for today’s meeting. Mayor Henderson stopped by for a visit with the Committee.

Respectfully submitted,

Destiny Chisolm

Administrative Assistant

Human Resources Department

Columbus Consolidated Government
 Retiree Health Benefits Committee
 Meeting Minutes
 February 21, 2024, 11:00am

Attendees	P	A	Attendees	P	A
Christi Johnson	X		Lester Ray Massey		X
Tom Barron	X		Saundra Hunter		X
Cheryl Tate		X	Shirley Gaultney		X
John D. Hawk		X	Jack Kinsman		X
Renee McAneny	X		Cynthia Holliman	X	
Larry Campbell	X		Sheila Risper	X	
			Reather Hollowell	X	

Other attendees: Todd Hooper, NFP Benefit Consultant

Call to order: Christi Johnson- Chair 11:10am

In person quorum not met. November 2023 minutes were not approved.

Todd Hooper reported that due to changes with Medicare Advantage, some physician offices are reluctant to process claims under Medicare Advantage Plans. Discussed the impact on reimbursement rates. NFP will continue to watch changes with Medicare Advantage plans.

Gym membership access is not accepted by some fitness centers and has caused some challenges. NFP will inquire about the Silver Sneakers program and any changes.

Cynthia Holliman reported that annual pay advice statements were sent to retirees through the mail. Many retirees were not receiving statements because they changed addresses; however, they did not contact Human Resources to update their mailing address. Larry will work with HR to help get the word out to retirees to update their mailing address.

Renee McAneny reported that CareATC, the Health and Wellness Center vendor, changed pharmacy benefit managers and is now using SaveRX instead of Northwind. Retirees were not aware of this change when they received medications in the mail.

NFP was asked to research other health insurance options for pre-65 retirees, look at benchmark data.

Parks & Recreation is looking for retirees to work part time. Committee members will help get the word out.

Meeting adjourned at 11:32am

Respectfully Submitted,
Destiny Chisolm
HR Administrative Assistant

Minutes of the
Retiree Health Benefits Committee
Wednesday, May 15, 2024, 11:30 AM

Deputy City Manager's Conference Room, City Services Center

ATTENDEES	P	A	ATTENDEES	P	A
Renee McAneny	X		Shirley Gaultney (Online)	X	
Larry Campbell	X		Tom Barron (Online)	X	
Christi Johnson, Chair	X		Cynthia Holliman (Online)	X	
John D. Hawke		X	Cheryl Tate		X
Reather Hollowell, Ex-Officio	X				

Others Present: Sheila Risper, Destiny Chisolm, **CCG HR**,

Sheri Harmon-Butts, **UHC**, Todd Hooper, **NFP**

CALL TO ORDER: 11:10 AM, Christi Johnson, Chair

- **February 21, 2024, meeting minutes not approved. No quorum met.**
- UHC representative discussed PPO Solutions and benefit enhancements. Enhancements include house calls, personal emergency response system, UHC hearing and hearing aid discounts, etc.
- 2025 IRA changes. Plan liability will increase, while member cost share will decrease.
- Gave clarification on YMCA gym confirmation code. Only works for participating gyms in their area.
- Proposed an ad be run on CGTV for retirees to be informed of benefit changes. Will benefit enhancements would be explained in detail in mailers the retirees receive?
- NFP representatives would like to know if they can compare list of retirees with UHC, who still receive benefits information in the mail.
- Discussed the benefits of virtual healthcare for retirees, proposed benefit enhancements and Know the Cost, co-pay deductible co-insurance.

- Anthem behavioral health support. 24/7 resource center.
- NFP discussed CCG FY2025 contribution changes.

Meeting adjourned at 12:25 PM.

Respectfully Submitted,

Destiny Chisolm

Administrative Assistant HR

File Attachments for Item:

. MAYOR'S APPOINTMENTS- ANY NOMINATIONS MAY BE CONFIRMED FOR THIS MEETING:

COLUMBUS IRONWORKS CONVENTION & TRADE CENTER AUTHORITY:

S. Carson Cummings (Mayor's Appointment)

Not Eligible to succeed

Term Expires: October 24, 2024

The terms are three years. Board meets bi-monthly.

Women: 1

 Senatorial District 15: 1

 Senatorial District 29: 4

COUNCIL APPOINTMENTS- READY FOR CONFIRMATION:

ANIMAL CONTROL ADVISORY BOARD: Ms. Karen Gaskin was nominated to succeed Ms. Channon Emery. (Councilor Hickey's nominee) Term expires: October 15, 2026

BOARD OF TAX ASSESSORS: Mr. John Anker was nominated to fill the unexpired term of the late Mr. Todd Hammonds. (Councilor Crabb's nominee) Term expires: December 31, 2029

COUNCIL APPOINTMENTS- ANY NOMINATIONS WOULD BE LISTED FOR THE NEXT MEETING:

ANIMAL CONTROL ADVISORY BOARD:

Sabine Stull

Open for Recommendation

(Animal Rescue Representative) *by Animal Rescue*

Not Eligible to succeed **(Council's Appointment)**

Term Expired: April 11, 2024

Nancy Anderson

Open for Nominations

(Resigned)

(Council's Appointment)

Term Expires: October 15, 2025

These are two-year terms. Board meets as needed.

Women: 6

Senatorial District 15: 3

Senatorial District 29: 3

**Columbus Consolidated Government
Board Appointments – Action Requested**

6. MAYOR’S APPOINTMENTS- ANY NOMINATIONS MAY BE CONFIRMED FOR THIS MEETING:

A. COLUMBUS IRONWORKS CONVENTION & TRADE CENTER AUTHORITY:

S. Carson Cummings

(Mayor’s Appointment)

Not Eligible to succeed

Term Expires: October 24, 2024

The terms are three years. Board meets bi-monthly.

Women: 1

Senatorial District 15: 1

Senatorial District 29: 4

7. COUNCIL APPOINTMENTS- READY FOR CONFIRMATION:

A. ANIMAL CONTROL ADVISORY BOARD: Ms. Karen Gaskin was nominated to succeed Ms. Channon Emery. *(Councilor Hickey’s nominee)* Term expires: October 15, 2026

B. BOARD OF TAX ASSESSORS: Mr. John Anker was nominated to fill the unexpired term of the late Mr. Todd Hammonds. *(Councilor Crabb’s nominee)* Term expires: December 31, 2029

8. COUNCIL APPOINTMENTS- ANY NOMINATIONS WOULD BE LISTED FOR THE NEXT MEETING:

A. ANIMAL CONTROL ADVISORY BOARD:

Sabine Stull

(Animal Rescue Representative)

Not Eligible to succeed

Term Expired: April 11, 2024

Open for Recommendation

by Animal Rescue

(Council’s Appointment)

Nancy Anderson

(Resigned)

Term Expires: October 15, 2025

Open for Nominations

(Council’s Appointment)

These are two-year terms. Board meets as needed.

Women: 6

Senatorial District 15: 3

Senatorial District 29: 3