

**DAWSON COUNTY BOARD OF COMMISSIONERS
WORK SESSION AGENDA - THURSDAY, APRIL 14, 2016
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
4:00 PM**

NEW BUSINESS

1. Presentation of Courthouse Canopy Options - County Manager Randall Dowling (w/ P.J. Docka from Rosser)
2. Presentation of 2016 Arbor Day Proclamation - County Extension Coordinator Clark MacAllister
3. Re-Discussion of Bid #265-16 RFP IT Servers (Revised) - Purchasing Director Davida Simpson

To view the solicitation documents click [here.](#)
4. Presentation of request for additional funds for the District Attorney to cover legal expenses associated with murder trial - Accounting & Budget Manager Natalie Johnson
5. Presentation of 2016 Land Use District Map Adoption - Director of Planning & Development Rachel Burton
6. Presentation of 2016 Vehicle & Equipment Surplus List - County Manager Randall Dowling
7. Presentation of Geographic Name Recommendation (Logan Creek) - County Manager Randall Dowling
8. Presentation of Etowah Water and Sewer agreement to allow residents of Dawson County to grow crops on property owned by their entity - County Attorney Joey Homans
9. Presentation of Request for additional funds to cover legal settlement - County Attorney Joey Homans
10. Board Appointment:
 - a. **Joint Development Authority Board of Dawson County**
 - i. Charlie Auvermann (Term: January 2016 through December 2019)
11. County Manager Report
12. County Attorney Report

Backup material for agenda item:

1. Presentation of Courthouse Canopy Options - County Manager Randall Dowling (w/ P.J. Docka from Rosser)



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST

All items requiring action by the Commissioners must be presented first at a work session. The following information should be provided for each item.

No item will be considered for a work session until the Department has received authorization on the item by the County Manager.

Form must be submitted to the County Clerk 10 days prior to the meeting date.

Department: Administration

Presenter: Randall Dowling

Submitted By: Ginny Tarver

Date Submitted: 04/06/2016

Item of Business/Agenda Title: Courthouse Canopy Options

Attach an Executive Summary fully describing all elements of the item of business. X (Attached)

THE ITEM IS FOR:

Work Session presentation only
(no action needed)

OR X Commission Action Needed.

Is there a deadline on this item? If so, Explain: no

Purpose of Request: Board requested a canopy to be constructed in front of the Courthouse connecting the front door to the handicapped parking spaces including a vehicle drop-off area. Rosser, the original architect firm for the courthouse, has prepared 3 canopy options for the Board's consideration. Rosser will email the 3 concepts with different views and cost estimates on Monday April 11 and that email will be distributed to all commissioners.

Department Recommendation: Staff recommends the Board review and consider the 3 canopy options as prepared by the original architect firm, Rosser, and vote to approve 1 of the 3 options, with or without modifications, at the April 21 voting session.

If the action involves a Resolution, Ordinance, Contract, Agreement, etc. has it been reviewed by the County Attorney?

Yes Explanation/ Additional Information: _____

No

If funding is involved, are funds approved within the current budget? **If Yes, Finance Authorization is Required Below.**

Yes Explanation/ Additional Information: Amount requested is \$200,000. The amount budgeted is \$200,000 funded by SPLOST V. \$12,010 has already been committed to fund Rosser's design fees.

No

Amount Requested: \$200,000

Amount Budgeted: \$200,000

Fund Name and Account Number: SPLOST V

Administration Staff Authorization

Dept. Head Authorization: _____ Date: _____

Finance Dept. Authorization: Natalie Johnson Date: 4-8-16

County Manager Authorization: Randall Dowling Work Session Date: 4-14-16

Comments: _____

Attachments: Yes



DAWSON COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Courthouse Canopy Options

DATE: April 6, 2016

RECOMMENDATION

POLICY DISCUSSION

BUDGET INFORMATION:

STATUS REPORT

ANNUAL-

OTHER

CAPITAL-

COMMISSION ACTION REQUESTED ON: Work Session - April 14, 2016

PURPOSE: Board requested a canopy to be constructed in front of the Courthouse from the front door to the handicapped parking spaces including a drop-off area. Rosser, the original architect firm, has prepared 3 canopy options for the Board's consideration.

HISTORY: Due to citizen complaints, the Board requested staff to prepare canopy options.

FACTS AND ISSUES: Staff contacted original architect firm, Rosser. Rosser has prepared 3 options for the Board's consideration. P.J. Docka, from Rosser, will attend the April 14, 2016 meeting to present the 3 options and answer any questions. The 3 options with different views and cost estimates will be emailed to the county from Rosser on Monday April 11, 2016 and that email will be send to all Board members at that time.

OPTIONS: Three options: (1) Vote to approve one of the 3 options as presented (2) Vote to approve one of the 3 options as presented with modifications (3) Vote to approve nothing at all. Upon the Board's vote to approve, Rosser will proceed with preparing bid specifications so the County can bid out and hire a contractor to construct the selected canopy.

RECOMMENDED SAMPLE MOTION: Motion to approve one of the three canopy options presented, with or without modifications, so that the project can proceed.

DEPARTMENT: Administration

Prepared by: Ginny Tarver

Director: Randall Dowling

Dawson County Government Center



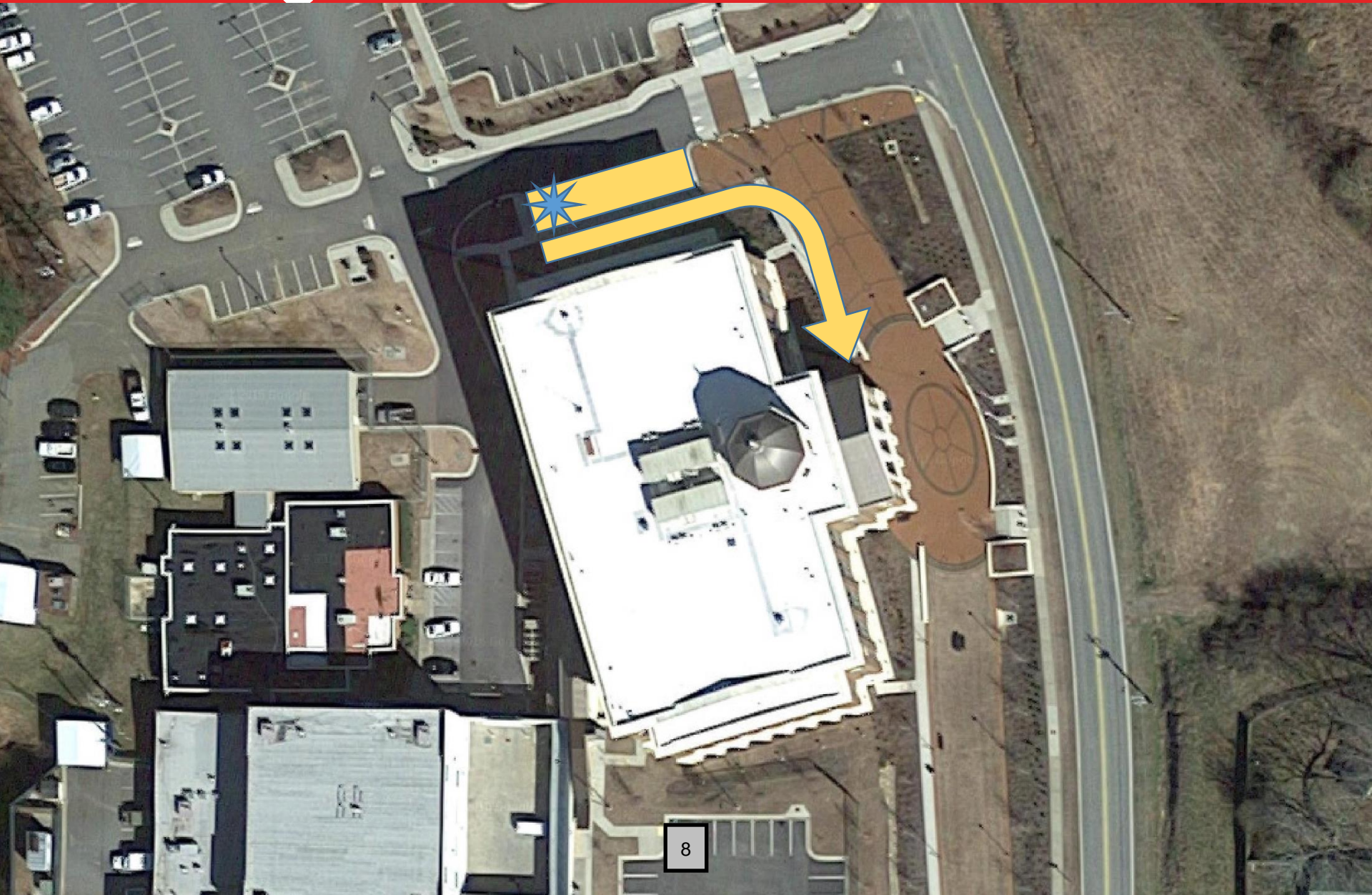
6

Downtown Site Plan



7

Building Site Plan



8

Dawson County Government Center



Existing



10

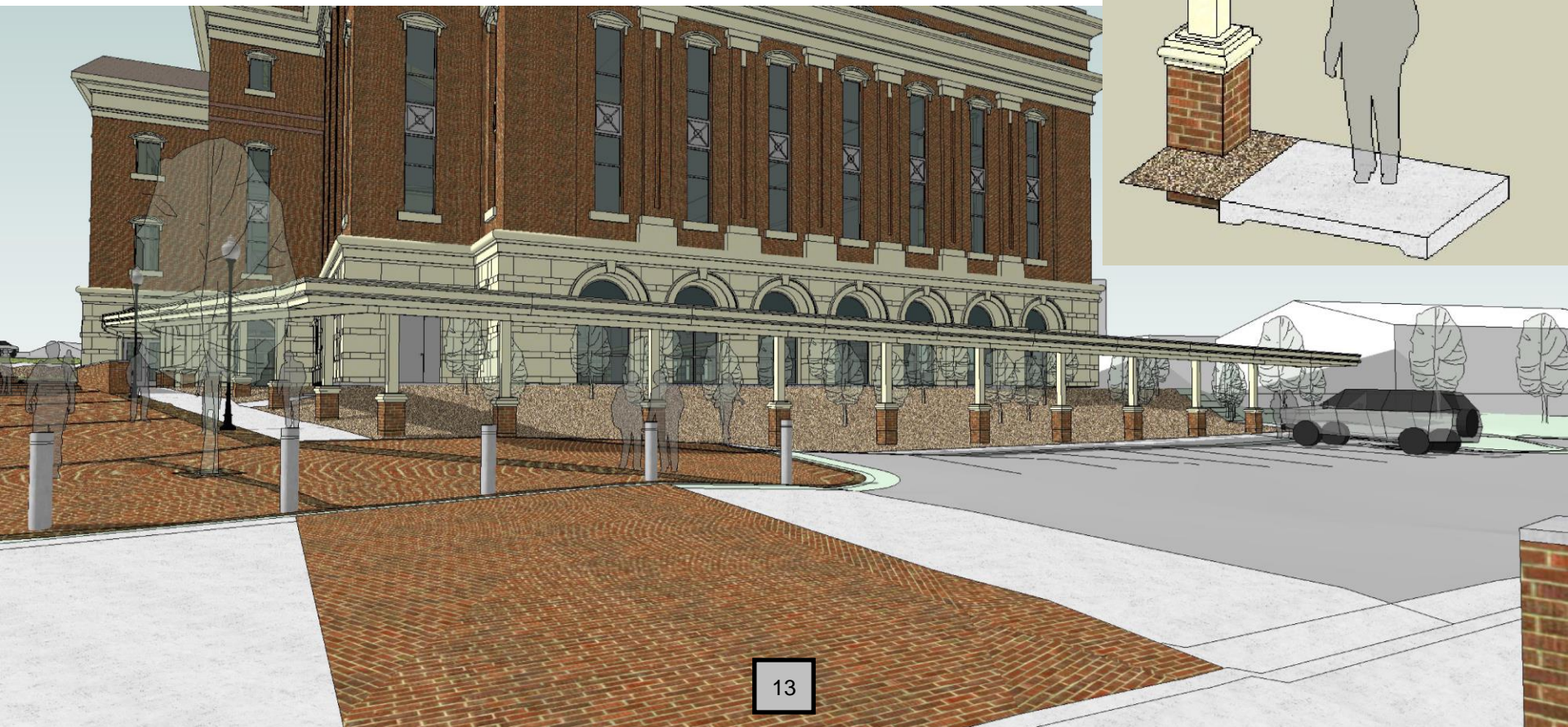
Option 1



Option 1



Option 1



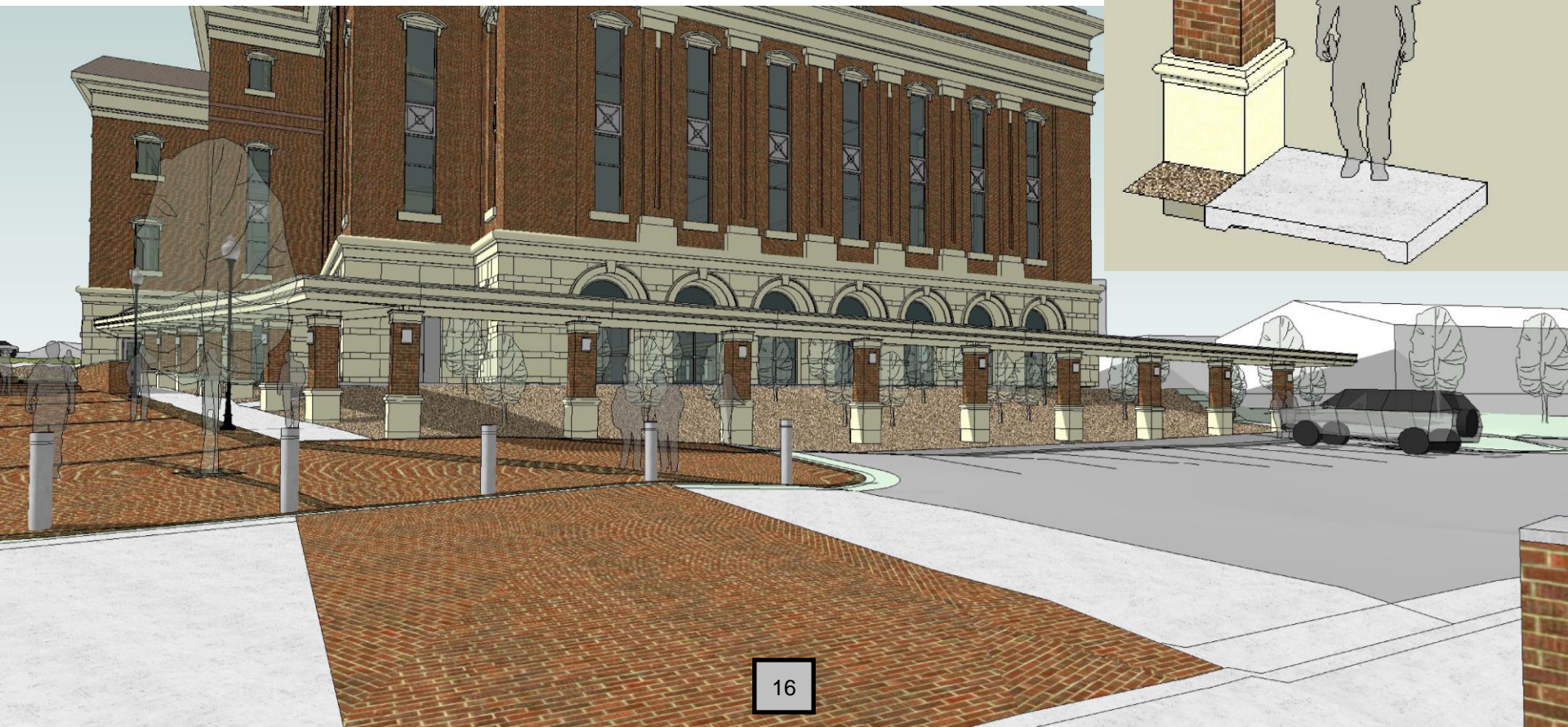
Option 2



Option 2



Option 2



Option 3



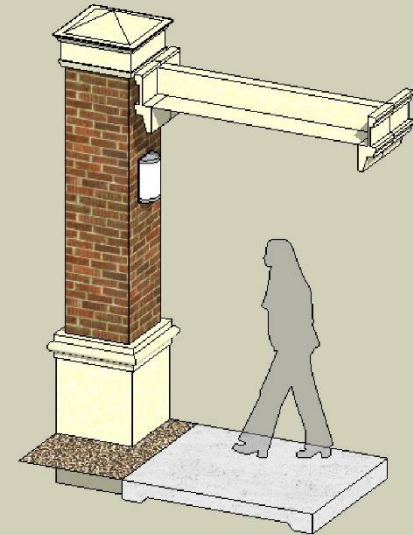
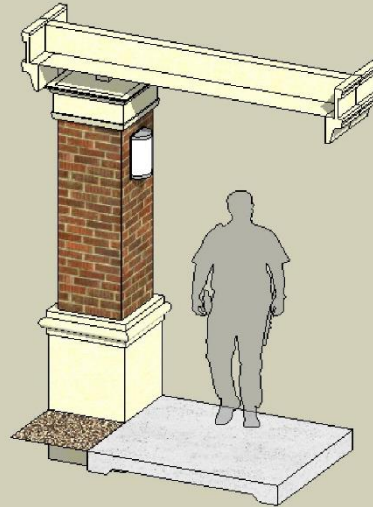
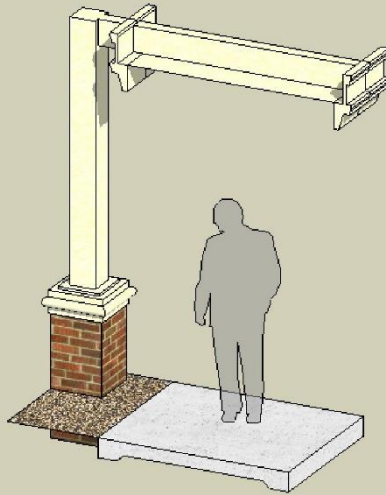
Option 3



Option 3



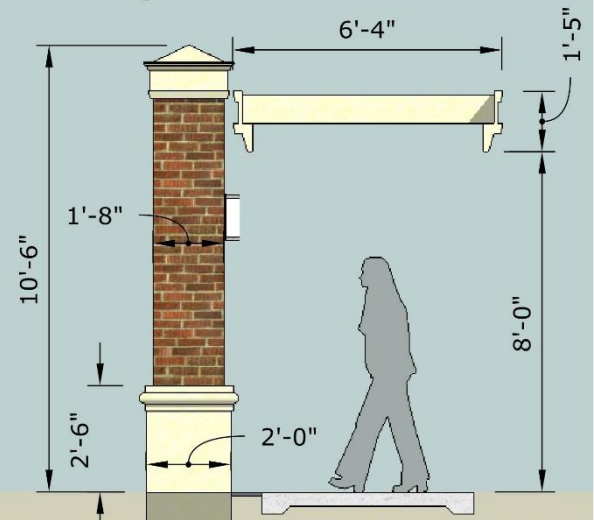
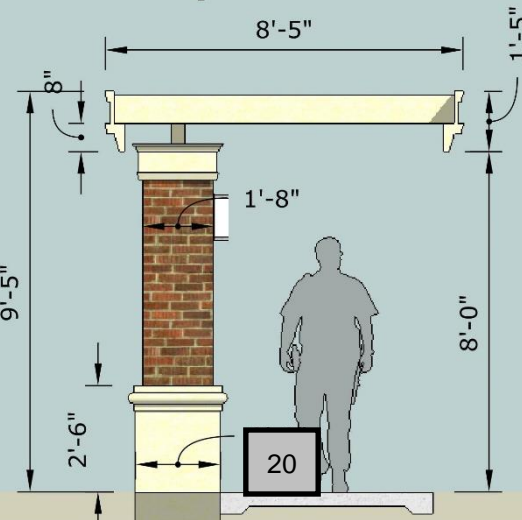
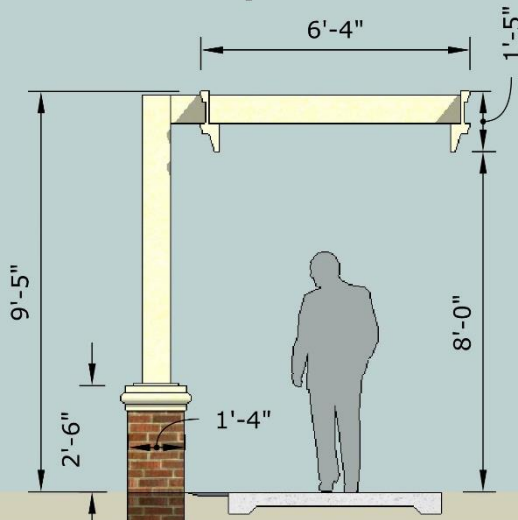
Section Detail



Option 1

Option 2

Option 3



View Along H/C Parking

Option 1



Option 2



Option 3



Cost

Description	Unit Cost	Base Option		Option 1		Option 2		Option 3	
		#	Cost	#	Cost	#	Cost	#	Cost
Structural									
Foundation	\$1,000	19	\$19,000	19	\$19,000	19	\$19,000	19	\$19,000
Structure	\$3,500	19	\$66,500	19	\$66,500	19	\$66,500	19	\$66,500
Veneer									
Precast Base Cap	\$160		\$0	19	\$3,040	19	\$3,040	19	\$3,040
Precast Base	\$800		\$0		\$0	19	\$15,200	19	\$15,200
LWCS Capitol	\$350		\$0		\$0	19	\$6,650	19	\$6,650
LWCS Fascia	\$42		\$0	500	\$21,000	500	\$21,000	500	\$21,000
Brick	\$42		\$0	190	\$7,980	608	\$25,536	855	\$35,910
Subtotal			\$85,500		\$117,520		\$156,926		\$167,300
Options									
Canopy Lighting			\$0		\$0		\$6,350		\$6,350
Lights	\$550		\$0		\$0	9	\$4,950	9	\$4,950
Electrical J-Box	\$25		\$0		\$0	9	\$225	9	\$225
1/2" Conduit	\$1.3		\$0		\$0	300	\$400	300	\$400
#12 THHN Wire	\$0.5		\$0		\$0	600	\$275	600	\$275
Misc. Equip	\$500		\$0		\$0	1	\$500	1	\$500
Drop Off			\$0		\$0		\$0		\$51,540
Foundation	\$1,200		\$0		\$0		\$0	4	\$4,800
Structure	\$5,000		\$0		\$0		\$0	4	\$20,000
Precast Base Cap	\$160		\$0		\$0		\$0	4	\$640
Precast Base	\$800		\$0		\$0		\$0	4	\$3,200
LWCS Capitol	\$350		\$0		\$0		\$0	4	\$1,400
LWCS Fascia	\$42		\$0		\$0		\$0	150	\$6,300
Brick	\$40		\$0		\$0		\$0	380	\$15,200
Option Sub-Total	\$0		\$85,500		\$117,520		\$163,276		\$225,190
Contingency	20%		\$17,100		\$23,504		\$32,655		\$45,038
Estimated Grand Total			\$102,600		\$141,024		\$195,931		\$270,228

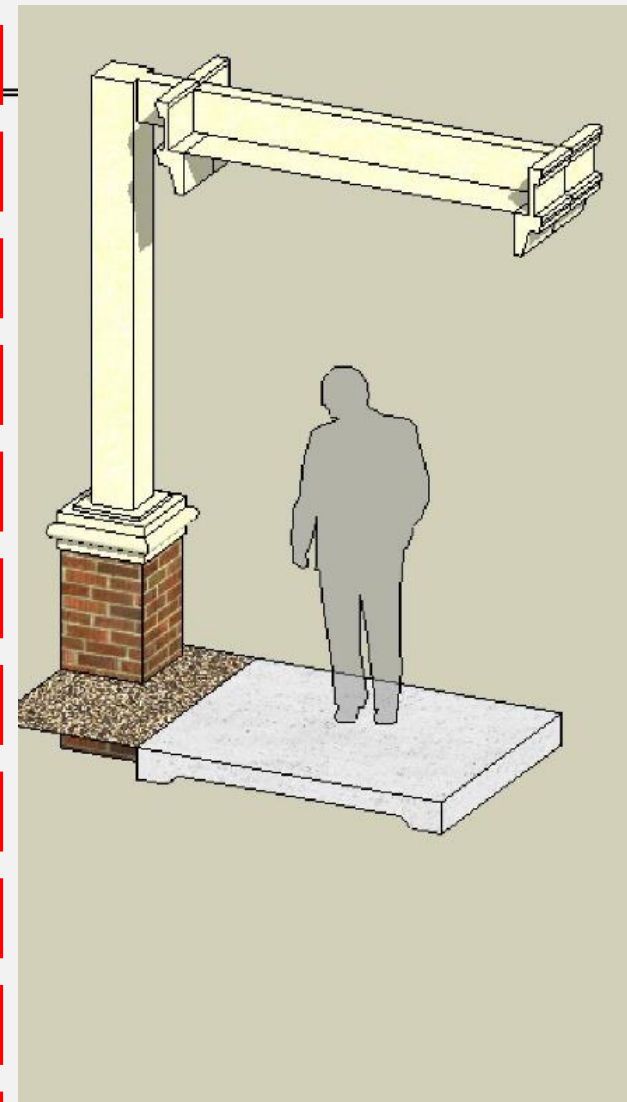
Cost – Base

Description	Unit Cost	Base Option		Option 1		Option 2		Option 3	
		#	Cost	#	Cost	#	Cost	#	Cost
Structural									
Foundation	\$1,000	19	\$19,000						
Structure	\$3,500	19	\$66,500						
Veneer									
Precast Base Cap	\$160		\$0						
Precast Base	\$800		\$0						
LWCS Capitol	\$350		\$0						
LWCS Fascia	\$42		\$0						
Brick	\$42		\$0						
Subtotal			\$85,500						
Options									
Canopy Lighting			\$0						
Lights	\$550		\$0						
Electrical J-Box	\$25		\$0						
1/2" Conduit	\$1.3		\$0						
#12 THHN Wire	\$0.5		\$0						
Misc. Equip	\$500		\$0						
Drop Off			\$0						
Foundation	\$1,200		\$0						
Structure	\$5,000		\$0						
Precast Base Cap	\$160		\$0						
Precast Base	\$800		\$0						
LWCS Capitol	\$350		\$0						
LWCS Fascia	\$42		\$0						
Brick	\$40		\$0						
Option Sub-Total	\$0		\$85,500	\$117,520		\$163,276		\$225,190	
Contingency	20%		\$17,100	\$23,504		\$32,655		\$45,038	
Estimated Grand Total			\$102,600	\$141,024		\$195,931		\$270,228	



Cost – Option 1

Description	Unit Cost	Base Option		Option 1	
		#	Cost	#	Cost
Structural					
Foundation	\$1,000	19	\$19,000	19	\$19,000
Structure	\$3,500	19	\$66,500	19	\$66,500
Veneer					
Precast Base Cap	\$160		\$0	19	\$3,040
Precast Base	\$800		\$0		\$0
LWCS Capitol	\$350		\$0		\$0
LWCS Fascia	\$42		\$0	500	\$21,000
Brick	\$42		\$0	190	\$7,980
Subtotal			\$85,500		\$117,520
Options					
Canopy Lighting			\$0		\$0
Lights	\$550		\$0		\$0
Electrical J-Box	\$25		\$0		\$0
1/2" Conduit	\$1.3		\$0		\$0
#12 THHN Wire	\$0.5		\$0		\$0
Misc. Equip	\$500		\$0		\$0
Drop Off			\$0		\$0
Foundation	\$1,200		\$0		\$0
Structure	\$5,000		\$0		\$0
Precast Base Cap	\$160		\$0		\$0
Precast Base	\$800		\$0		\$0
LWCS Capitol	\$350		\$0		\$0
LWCS Fascia	\$42		\$0		\$0
Brick	\$40		\$0		\$0
Option Sub-Total	\$0		\$85,500		\$117,520
Contingency	20%		\$17,100		\$23,504
Estimated Grand Total			\$102,600		\$141,024



Cost – Option 2

Description	Unit Cost
Structural	
Foundation	\$1,000
Structure	\$3,500
Veneer	
Precast Base Cap	\$160
Precast Base	\$800
LWCS Capitol	\$350
LWCS Fascia	\$42
Brick	\$42
Subtotal	

Options

Canopy Lighting

Lights	\$550
Electrical J-Box	\$25
1/2" Conduit	\$1.3
#12 THHN Wire	\$0.5
Misc. Equip	\$500

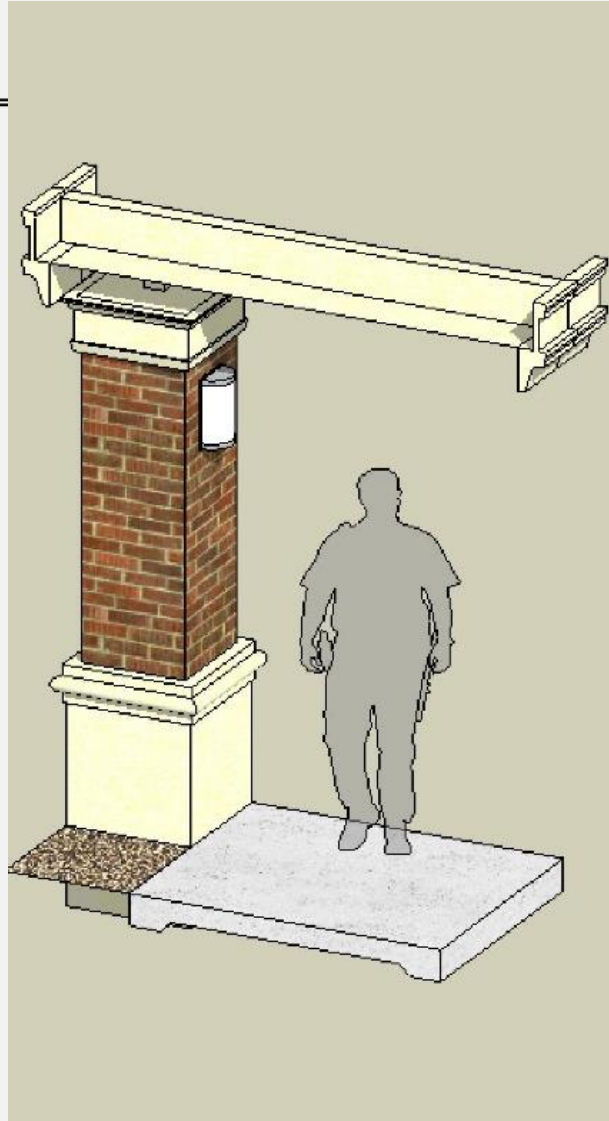
Drop Off

Foundation	\$1,200
Structure	\$5,000
Precast Base Cap	\$160
Precast Base	\$800
LWCS Capitol	\$350
LWCS Fascia	\$42
Brick	\$40

Option Sub-Total **\$0**

Contingency 20%

Estimated Grand Total



Option 2		Option 3	
#	Cost	#	Cost
19	\$19,000	19	\$19,000
19	\$66,500	19	\$66,500
19	\$3,040	19	\$3,040
19	\$15,200	19	\$15,200
19	\$6,650	19	\$6,650
500	\$21,000	500	\$21,000
608	\$25,536	855	\$35,910
	\$156,926		\$167,300

	\$6,350		\$6,350
9	\$4,950	9	\$4,950
9	\$225	9	\$225
300	\$400	300	\$400
600	\$275	600	\$275
1	\$500	1	\$500

	\$0		\$51,540
	\$0	4	\$4,800
	\$0	4	\$20,000
	\$0	4	\$640
	\$0	4	\$3,200
	\$0	4	\$1,400
	\$0	150	\$6,300
	\$0	380	\$15,200

\$163,276 **\$225,190**

\$32,655 \$45,038

\$195,931 **\$270,228**

Cost – Option 3

Description	Unit Cost
Structural	
Foundation	\$1,000
Structure	\$3,500
Veneer	
Precast Base Cap	\$160
Precast Base	\$800
LWCS Capitol	\$350
LWCS Fascia	\$42
Brick	\$42
Subtotal	

Options

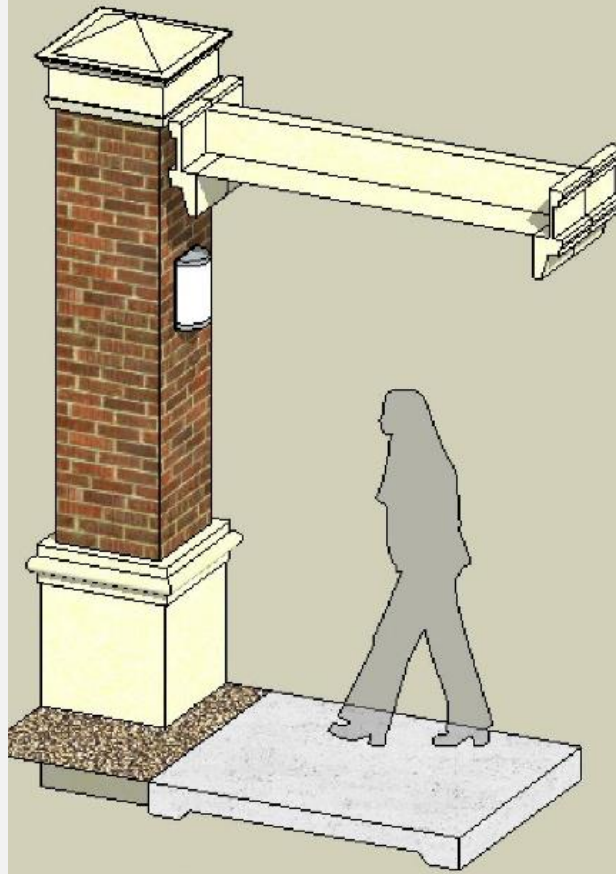
Canopy Lighting

Lights	\$550
Electrical J-Box	\$25
1/2" Conduit	\$1.3
#12 THHN Wire	\$0.5
Misc. Equip	\$500

Drop Off

Foundation	\$1,200
Structure	\$5,000
Precast Base Cap	\$160
Precast Base	\$800
LWCS Capitol	\$350
LWCS Fascia	\$42
Brick	\$40

Option Sub-Total	\$0
Contingency	20%



Option 2		Option 3	
#	Cost	#	Cost
19	\$19,000	19	\$19,000
19	\$66,500	19	\$66,500
19	\$3,040	19	\$3,040
19	\$15,200	19	\$15,200
19	\$6,650	19	\$6,650
500	\$21,000	500	\$21,000
608	\$25,536	855	\$35,910
	\$156,926		\$167,300

	\$6,350		\$6,350
9	\$4,950	9	\$4,950
9	\$225	9	\$225
300	\$400	300	\$400
600	\$275	600	\$275
1	\$500	1	\$500
	\$0		\$51,540
	\$0	4	\$4,800
	\$0	4	\$20,000
	\$0	4	\$640
	\$0	4	\$3,200
	\$0	4	\$1,400
	\$0	150	\$6,300
	\$0	380	\$15,200

	\$163,276		\$225,190
	\$32,655		\$45,038

Estimated Grand Total	\$102,600	\$141,024	\$195,931	\$270,228
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Backup material for agenda item:

2. Presentation of 2016 Arbor Day Proclamation - County Extension Coordinator Clark MacAllister



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST

All items requiring action by the Commissioners must be presented first at a work session. The following information should be provided for each item.

No item will be considered for a work session until the Department has received authorization on the item by the County Manager.

Form must be submitted to the County Clerk 10 days prior to the meeting date.

Department: Extension

Presenter: Clark MacAllister

Submitted By: _____

Date Submitted: 4-6-2016

Item of Business/Agenda Title: Proclamation for Arbor Day 2016

Attach an Executive Summary fully describing all elements of the item of business. (Attached)

THE ITEM IS FOR:

Work Session presentation only (no action needed) OR Commission Action Needed.

Is there a deadline on this item? If so, Explain: May 6, 2016

Purpose of Request: To have official Proclamation for Arbor Day 2016 signed.

Department Recommendation: _____

If the action involves a Resolution, Ordinance, Contract, Agreement, etc. has it been reviewed by the County Attorney?

Yes Explanation/ Additional Information: _____

No

If funding is involved, are funds approved within the current budget? If Yes, Finance Authorization is Required Below.

Yes Explanation/ Additional Information: _____

No

Amount Requested: _____ Amount Budgeted: _____

Fund Name and Account Number: _____

Administration Staff Authorization

Dept. Head Authorization: [Signature] Date: 4/6/2016

Finance Dept. Authorization: _____ Date: _____

County Manager Authorization: _____ Work Session Date: _____

Comments: _____

Attachments: 1



DAWSON COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: 2016 Arbor Day Proclamation

DATE: 4/6/2016

BUDGET INFORMATION:
ANNUAL-
CAPITAL-

RECOMMENDATION
 POLICY DISCUSSION
 STATUS REPORT
 OTHER

COMMISSION ACTION REQUESTED ON:

PURPOSE: For the Board of Commissioners to formally recognize the annual observance of Arbor Day in Dawson County, organized by the Tree Preservation Committee. This year's observance will be held on May 6th, 2016 at Fire Station by Tractor Supply.

HISTORY: Chairman Berg has signed the proclamation annually.

FACTS AND ISSUES:

OPTIONS:

RECOMMENDED SAMPLE MOTION:

DEPARTMENT:

Prepared by: Extension Service

Director Clark MacAllister



DAWSON COUNTY
BOARD OF COMMISSIONERS
ARBOR DAY PROCLAMATION

Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our county increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, We, the Dawson County Board of Commissioners do hereby proclaim May 6, 2016 as Arbor Day.

In the County of Dawson, we urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, We urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 21st day of April, 2016

Attest:

Mike Berg, Chairman

Danielle Yarbrough, County Clerk

Backup material for agenda item:

3. Re-Discussion of Bid #265-16 RFP IT Servers (Revised) - Purchasing Director Davida Simpson

To view the solicitation documents click [here](#).



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST

All items requiring action by the Commissioners must be presented first at a work session. The following information should be provided for each item.

No item will be considered for a work session until the Department has received authorization on the item by the County Manager.

Form must be submitted to the County Clerk 10 days prior to the meeting date.

Department: Purchasing on behalf of IT

Presenter: Dauida Simpson, Purchasing Director

Submitted By: Purchasing Director Dauida Simpson

Date Submitted: March 14, 2016

Item of Business/Agenda Title: Presentation of Bid #265-16 RFP IT Servers (Revised)

Attach an Executive Summary fully describing all elements of the item of business. (Attached)

THE ITEM IS FOR:

Work Session presentation only
(no action needed)

OR **Commission Action Needed.**

Is there a deadline on this item? If so, Explain: April 19, 2016 is the 60 deadline for BOC to take action (60 days = bid bond)

Purpose of Request: Execute a contract with Dell Marketing to upgrade the county's computer infrastructure and systems including all labor as specified in RFP documents.

Department Recommendation: Approve contract as submitted

If the action involves a Resolution, Ordinance, Contract, Agreement, etc. has it been reviewed by the County Attorney?

Yes Explanation/ Additional Information: Contract to be executed. Contract sent to County Attorney on March 11, 2016
 No for review.

If funding is involved, are funds approved within the current budget? **If Yes, Finance Authorization is Required Below.**

Yes Explanation/ Additional Information:

No

Amount Requested: \$250,000 – servers & contingency

Amount Budgeted: \$250,000

Fund Name and Account Number: SPLOST V: 315-00-1535-542100-000 Machinery & Equipment

Administration Staff Authorization

Dept. Head Authorization: James Tolbert, Director Date: _____

Finance Dept. Authorization: Natalie Johnson Date: 03/17/2016

County Manager Authorization: Randall Dowling Work Session Date: 3-24-16

Comments: Bid documents can be found at www.dawsoncounty.org > Bids & RFPs> Under Evaluation, Exhibit A is the RFP,

Exhibit B is the pricing, contract and presentation attached.



DAWSON COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Presentation of Bid #265-16 RFP IT Servers (Revised)

DATE: March 14, 2016

RECOMMENDATION
 POLICY DISCUSSION
 STATUS REPORT
 OTHER

BUDGET INFORMATION:
ANNUAL-
CAPITAL-

COMMISSION ACTION REQUESTED ON: April 7, 2016

PURPOSE: To enter into a contract with a qualified vendor, Dell Marketing, LP, who specializes in IT systems and data migration (labor) for a fixed price. Additionally, a 5 year warranty is included. Furthermore, this contract will accomplish replacement of existing servers and related systems and migration of old data to new systems.

HISTORY: Current servers (2008-2009) are outdated and not supported by manufacturer. IT has been able to keep the system up and running with temporary solutions but new servers are needed in order for department software/programs to run efficiently. Additionally, Dell Marketing, LP is the manufacturer.

FACTS AND ISSUES: Dell Marketing is the most responsive, responsible bidder. They were also the low bidder after two vendors omitted various items that were required in the RFP such as licenses, switches, and full data migration which significantly increased their prices and made them non-responsive to the bid requirements.

OPTIONS: Approve as submitted.

RECOMMENDED SAMPLE MOTION: Staff respectfully requests the Board to award #265-16 RFP IT Servers (Revised) to the most responsive, responsible bidder Dell Marketing LP, in the amount of \$226,879.47 and approve a contingency of \$23,120.53 to fund unforeseen items if needed for a total of \$250,000 to be paid by SPLOST V and approve the contract as submitted.

DEPARTMENT:

Prepared by: Davida Simpson, Purchasing Director

Director James Tolbert, Director

IT Servers (Revised) Bid #265-16 RFP

WORK SESSION MARCH 24, 2016



Background

- ▶ Servers provide the ability for all departments to function
 - ▶ Email (200+)
 - ▶ Data storage (6TB)
 - ▶ Houses department & user software/programming (13 different programs)
 - ▶ Backups
- ▶ Dawson County servers were purchased in 2008-2009
 - ▶ Current servers are archaic in the technological world
 - ▶ End-of-Life (EOL) for current system was 2012
 - ▶ Manufacturer is no longer supporting systems
- ▶ Servers are past critical levels
 - ▶ IT purchased additional memory to keep the current system running in December 2015
 - ▶ This is a temporary fix until the new servers 35 installed

Background (Continued)

- ▶ Bid was rejected in 2015 due to budget constraints and references
 - ▶ References were required to be of like agencies, size and use that of Dawson County
 - ▶ 2015 Funding was Capital Improvements Project
 - ▶ 2016 Funding is SPLOST V
 - ▶ New solicitation was released with revised specs January 20, 2016 with a deadline of February 19, 2016
- ▶ Held an optional pre-proposal meeting February 4, 2016
 - ▶ Q&A
 - ▶ Allowed open conversation about our needs and various options/solutions
 - ▶ Site visit to data center
 - ▶ Gave vendors time to formulate their approach to scope of work and pricing to ensure specifications were clear and that no change orders would be needed later

Scope of Work

Vendor to provide:

- ▶ All systems, switches, etc.
- ▶ Install, configure and migrate
- ▶ Active Directory: Current infrastructure (Windows 2003, 2008 & 2010) update to Windows 2012/R2
- ▶ Databases upgrade
- ▶ Backup and replication
- ▶ Data migration is a large portion of work to be completed
 - ▶ Email: Update Exchange 2007 to Exchange 2016
 - ▶ File servers
- ▶ Licensing for all programs and users
- ▶ Software support and warranty 5 years
- ▶ All labor included

IFB vs RFP

Given the nature of the project, qualifications must be provided for vendors completing work. Qualifications and methodology were driving force in this bid. Technical requirements made up 75% of the scoring criteria while pricing made up 25%. Based on these factors, the Request for Proposal method was selected as the best approach to this solicitation.

IFB – Invitation for Bid

- ▶ Price is driving force
- ▶ Must go with low bid unless legal justification/rationalization

RFP – Request for Proposal

- ▶ Price may be a factor
- ▶ Other criteria more important than price (technical requirements)
- ▶ Must award bid to the most responsible (can do work), responsive (met requirements & criteria) bidder – best score

Acquisition Strategy & Methodology

- ▶ Advertised in Legal Organ
- ▶ Posted on County Website
- ▶ Posted on GLGA Marketplace
- ▶ Posted on Georgia Procurement Registry
- ▶ Emailed notification through vendor registry
- ▶ Notification through County's Facebook and Twitter accounts
- ▶ Notification through Chamber of Commerce
- ▶ Notified previous vendors
- ▶ **8 bids received**

Evaluation Committee

- ▶ Will Shattuck, IT
- ▶ Cameron Burt, IT
- ▶ Robin Roland, IT
- ▶ Rachel Burton, Planning & Director
- ▶ Davida Simpson, Purchasing Director (facilitator)

Discussion

- ▶ 4 of 8 vendors failed to provide Bid Bonds as required in RFP
 - ▶ Bid bond (5% of price) is required to lock in pricing and to hold vendors accountable to pricing
 - ▶ Technology pricing is ever-changing
 - ▶ Conferred with County Attorney about rejecting vendors who did not submit bid bonds
- ▶ Evaluation committee checked references of all 4 responsive vendors
 - ▶ Based on evaluations and pricing, top 3 vendors interviewed
 - ▶ Interviews gave Dawson County staff an opportunity to fully vet vendor qualifications
 - ▶ During interviews, 2 vendors (Edge & SHI) didn't feel their original bids adequately represented the County's needs therefore they wanted to revise pricing which is not allowed
 - ▶ Both omitted various items that were required in the RFP: Licenses, switches, full data migration, etc. which would greatly increase their pricing, therefore making them non-responsive to the original requirements
 - ▶ Dell made no changes and is confident they can provide a turn-key solution that meets our current and future needs

Pricing

Company	Bid Bond	Pricing	Timeline	Interview or Conference Call
CDW-G	Yes	\$404,215.18	628 hours	No
Dell	Yes	\$226,879.47	6 weeks	Yes – Interview
Edge Solutions	Yes	*\$229,825.00	60 days (elapsed)	Yes – Interview
SHI International	Yes	*\$176,286.77	7.5 weeks	Yes – Conference Call Only
Digital Agent	No		Disqualified	
Diversified Tech	No		Disqualified	
The Wright Tech Consulting Group	No		Disqualified	
VehTech Inc	No		Disqualified	

Evaluation Criteria

Company	Points Allowed	CDW-G	Dell	Edge	SHI International
Company Background, Dedicated Team & Staff Experience	20	17	20	18	5
Approach to Scope of Work	20	11	18	19	12
Service & Support	20	12	20	13	15
References	15	9	14	12	9
Price Proposal	25	9	25	20	17
Total Points	100	58.00	96.67	82.33	57.00

Justification

- ▶ Dell responded to all specifications
- ▶ All references were extremely positive
- ▶ This is a direct purchase from the manufacturer and not a 3rd party vendor
 - ▶ 1 single contract for parts, labor, service, warranty, etc.
- ▶ Service agreement - 5 years
- ▶ Committed to support the platform for the next 10 years
- ▶ Dell has been a proven vendor in the past with Dawson County
 - ▶ Current computers and servers are Dell
 - ▶ Backup systems (DCSO) will be a minor upgrade needed for this capability
 - ▶ Included in original price proposal but not in specifications/request for proposal

Recommendation

Staff respectfully requests the Board to award #265-16 RFP IT Servers (Revised) to the most responsive, responsible bidder, Dell Marketing LP, in the amount of \$226,879.47 and approve a contingency of \$23,120.53 for a total of \$250,000.00 to be paid from SPLOST V and accept the contract as submitted.

The contingency request is to cover any unforeseen items to be approved by the County Manager.

ANNUAL CONTRACT AND AGREEMENT

Contract Start Date:	April 7, 2016
Contract End Date:	December 31, 2016
Contract Name:	IT Servers (Revised)
Vendor Name:	Dell Marketing LP
Address:	One Dell Way Round Rock, TX 78682
Telephone No.:	864-247-3537
Contact Person:	Cory Dial
Payment Terms:	Net 30 days

This Agreement is hereby made and entered into this 7th day of April, 2016, by and between Dawson County, Georgia (hereinafter referenced as “County”) and Dell Marketing LP, a Delaware limited partnership, (hereinafter referenced as “Contractor”).

The Request for Proposals received pursuant to Dawson County Project No. **#265-16 RFP IT Servers (Revised)** and addenda issued for the Request for Proposals referenced herein, and the Contractor’s bid are hereby incorporated herein by reference and made a part of this contract and agreement between the parties.

1. **Scope of Services**

Contractor shall furnish the services in accord with: the Request for Proposals and the addenda issued for the Request for Proposals set forth within “Exhibit A” that is hereto incorporated herein by reference. Such services shall be performed by employees or agents of the Contractor and not by employees of the County. If the services are to be provided or performed upon property owned or controlled by the County, then the Contractor’s employees shall abide by all rules established by the County.

2. **Term of Agreement**

This Agreement shall commence on the 7th day of April, 2016 and shall terminate upon final acceptance of the project.

If, at any time, the County determines it is in its best interest to discontinue use of these services the County reserves the right to cancel this Agreement by giving thirty (30) days advance written notice.

3. **Multi-Year Contract**

This Contract and Agreement shall terminate absolutely and without further obligation on the part of the County at the close of the calendar year in which this Contract is executed and at the close of each succeeding calendar year for which the Contract may be renewed. This Contract shall be automatically renewed in accord with the terms hereof, unless the County takes action to terminate the Contract by providing 30 days’ notice of the intent not to renew the terms hereof.

The total obligation of the County for the calendar year of execution shall be in accordance with services rendered based on the rates provided under the Vendor's Price Proposal Form ("Exhibit B") in response to the Request for Proposals **#265-16 RFP IT Servers (Revised)**. The total obligation that will be incurred in each calendar year renewal term, if renewed, shall be as in accordance with services rendered based on the rates provided under the Vendor's Price Proposal Form ("Exhibit B") in response to the Request for Proposals **#265-16 RFP IT Servers (Revised)**. Title to any supplies, materials, equipment, or other personal property shall remain in the Contractor until fully paid for by the County.

This Contract shall terminate immediately and absolutely at such time as appropriated and otherwise unobligated funds are no longer available to satisfy the obligations of the County under the terms of this Contract or any renewal.

4. **Payment**

Compensation to the Contractor shall be as set forth in the Request for Proposals, any addenda issued for the Invitation for Bids, and the Contractor's Bid and shall constitute payment in full for work completed.

5. **Invoices**

All invoices from the Contractor shall include the purchase order number, a location description and an outline of work completed. The Contractor represents to the County that the Contractor is experienced and properly qualified to perform the functions to be performed by the Contractor in accord with the terms hereof and that the Contractor is properly equipped, organized and financially able to perform such functions. The Contractor shall operate as an independent contractor and not as an agent of the County, and neither the Contractor nor any of the Contractor's employees, servants, agents or subcontractors shall be deemed a partner, employee, servant or agent of the County. Neither party hereto shall have authority to bind the other party in respect.

The Contractor shall not assign, transfer, nor convey the terms of this Contract or any party hereof without written consent of the County.

6. **Indemnification/Limitation of Liability**

Contractor agrees to protect, defend, indemnify and hold harmless the County, the County's commissioners, agents and employees from and against any liability, damage, claim, including attorney fees and expenses of litigation, suit, lien, and judgment for injuries to or death of any person or damage to property or other rights of any person caused by the Contractor, the Contractor's employees, servants, agents or subcontractors. The Contractor's obligation to protect, defend, indemnify, and hold harmless extends to any claim for the alleged infringement of any patent, trademark, copyright, or any actual or alleged unfair competition, disparagement of product or service, or other business tort or any actual or alleged violation of trade regulations arising out of the performance of Contractor's duties in accord with this Contract, as well as any other claim. The Contractor shall maintain worker's compensation and comprehensive general liability insurance in such form as to protect Contractor and the County with the County being

named as an additional insured for any claims for damages or bodily injury, including death and damage to property that may arise from acts or omissions of Contractor under this Contract. The Contractor shall provide the County with a Certificate of Liability Insurance in an amount of not less than \$1,000,000.00 per occurrence to protect the Contractor. Such insurance shall be primary and non-contributing to any insurance maintained or obtained by the Contractor and shall not be cancelled or materially reduced without thirty (30) days prior notice to the County and approval by the County.

7. Performance Standards

The Contractor shall exercise care, skill and diligence commonly possessed and exercised by reasonably skillful and prudent persons who perform these services when performing obligations in accord with the terms of this Contract. The Contractor's performance will be evaluated monthly. If the terms hereof are not being satisfied as determined by the County, then the County shall notify the Contractor in writing of deficiencies, and the Contractor shall provide a written response detailing how any deficiencies shall be cured within thirty (30) days. If the deficiencies noted by the County are not properly corrected, then Dawson County may cancel this Agreement with no additional obligation owed to the Contractor.

8. Change Order

Any change order shall mean a written order to the Contractor executed by the County issued after the execution of this Contract and Agreement authorizing and directing a change in services. The price and time may be changed only through a change order. If the change order requires additional services or directs the omission of certain services covered by this Contract, then an equitable adjustment in price shall be made, but any claim for any such adjustment shall be asserted within thirty (30) days of receipt of the written change order.

9. Confidential Information

While performing services for the County, the Contractor shall not disclose any confidential business information that may become known to the Contractor. Personnel acting on behalf of the Contractor shall be instructed to not remove any of the County's documents or materials and to not disclose any confidential information to any persons other than County personnel, unless written authorization from the County is provided.

All documents and materials prepared pursuant to the Bid and this Contract shall be the property of Dawson County. The County shall have the unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data, maps, or other materials prepared in accord with the terms of this Contract and Agreement.

10. Litigation and Arbitration

The County and the Contractor agree to resolve through negotiation, mediation or arbitration any disputes between the parties arising out of or relating to this Contract and Agreement. If the parties do not resolve the dispute through negotiation and do not agree to mediation, then arbitration shall be the exclusive and final method of resolving any

disputes related to this Agreement. Arbitration proceedings shall be in accord with O.C.G.A. § 9-9-1, et seq., the Georgia Arbitration Code. Venue for any litigation arising from this Contract shall be the Superior Court of Dawson County, Georgia. A demand for arbitration shall be made within a reasonable term after the claim, dispute or other matter in question occurs, but not later than one-hundred and eighty (180) days after such claim, dispute or other matter.

11. Notices

Any notice required in accord with the terms hereof shall be delivered via certified mail or commercial delivery service as follows:

County:

Contractor:

Dawson County Board of Commissioners
ATTN: Purchasing Director
25 Justice Way, Suite 2223
Dawsonville, GA 30534

Dell Marketing, LP
ATTN: Cory Dial
One Dell Way
Round Rock, TX 78682

IN WITNESS WHEREOF, the parties hereto have set their hands and seals this _____ day of _____, 20__.

DAWSON COUNTY, GEORGIA

Attest:

By: _____
Name: Mike Berg
Title: Chairman, BOC

By: _____
Name: Danielle Yarbrough
Title: County Clerk

CONTRACTOR:

Attest:

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Vendor's Price Proposal Form




**BID #265-16 RFP IT SERVERS (REVISED)
VENDOR'S PRICE PROPOSAL FORM**

Company Name: Dell Marketing, L.P.

Hardware	\$	83,168.08
Software & Peripherals	\$	68,121.39
Labor	\$	75,590.00
Environmental Fes	\$	0
Shipping	\$	0
Project Total	\$	226,879.47
Start Date:	March 1, 2016 or mutually agreed upon date	
Length of Project:	6 contiguous weeks	

Note : Attach warranty information to this form.



 Authorized Representative (Signature)

February 8, 2016

 Date

Stan Parish, Senior Proposal Manager

 Authorized Representative /Title
(Print or Type)

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR PACKET



Vendor's Price Proposal Form

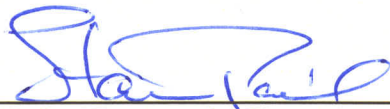


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Note : Attach warranty information to this form.



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February 8, 2016

 Date

Stan Parish, Senior Proposal Manager

 Authorized Representative /Title
(Print or Type)

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Statement of Work

1 INTRODUCTION

This Statement of Work ("SOW") sets forth the Services (as defined herein) to be performed by Dell Marketing LP ("Dell") to Dawson County ("Customer"). The Services performed, provided under this SOW, are governed by and subject to the terms and conditions specified in: Customer's separately signed master agreement to the extent that agreement expressly authorizes Customer to purchase the Services described herein; or in the absence of such master agreement, the Professional Services Agreement ("PSA"), which is available at www.dell.com/PSATerms and in hardcopy from Dell upon request, and, if applicable, is incorporated by reference in its entirety herein, and the parties acknowledge having read and agree to be bound by such terms (the master agreement or PSA, as applicable, the "Agreement").

2 TERM

The term of this SOW shall begin on the date of the last signature ("Effective Date") as set forth in the Signature Section of this SOW and unless terminated in accordance with this SOW or the Agreement, shall expire on the date that Dell completes the provision of Services in accordance with this SOW; provided, however, in the event the Customer has not engaged Dell to perform such Services and three (3) months have passed since the later of the Effective Date and Dell's completion of the last requested Service-related deliverable, Dell may terminate this SOW by providing thirty (30) days prior written notice. Further, in the event the term of this SOW extends beyond one (1) year, Dell reserves the right to revisit the pricing on each anniversary of the Effective Date.

3 SUMMARY OF SERVICE

Dell will provide the services as specifically described herein (the "Services"), which include the following:

- The infrastructure at Dawson County will be upgraded to the latest technology and versions of what is in place today including the installation of a new VMware virtualization environment, upgrade of Active Directory, upgrade and migration of Microsoft Exchange, an upgrade of VMware ESXi at the Sheriff's office, and the decommission of the legacy servers once complete.

4 SCOPE OF SERVICE

4.1 Introduction

The objective of the Services is to review the current infrastructure, and upgrade the datacenter to the latest and greatest supported versions of virtualization, directory services, and messaging.



4.2 Detailed Description

Dell will perform the following Engineering activities during the term of this SOW:

Hardware Installation

- Install and configure new Dell servers (up to 5)
- Install and configure new storage switches (up to 2)
- Install and configure new storage for use with VMware infrastructure

VMware vSphere Installation (Primary Site)

Plan

The planning phase aligns the Customer's business and technology goals with the virtual infrastructure implementation to provide a blueprint for deployment. During the Planning phase, the consultant will work with the Customer to gather requirements for VMware Infrastructure, including server hardware, network and storage requirements for the applicable number of vCenter Server and vSphere ESXi hosts.

Deliverables for this phase include details for the following virtual infrastructure components:

- vCenter Server
- Database server (required for vCenter)
- vSphere ESXi host hardware configuration
- IP networking requirements and configuration
- Storage sizing and configuration

Each of the general requirements identified in the Planning Phase will be used to guide the technical implementation decisions made during the Design Phase.

Design

To transform the general requirements gathered during the Planning Phase, the consultant will lead a series of sessions with key stakeholders. 1:1 discussions with key members of the server, storage, networking, application and business units are necessary to fully understand the current environment, staff responsibilities, ensure the implementation conform to the Customer's naming standards, and to consider how current and planned projects may influence the design. Broader discussions will also be led by the consultant to establish design criteria, review alternatives and validate the strategy to optimize the virtual infrastructure design.

At the conclusion of the design phase, a wrap-up session will be held to discuss critical success factors, potential constraints and risks and to whiteboard to overall design and alternatives for the Customer.

Deliverables for this phase include the following:

- Design based on Customer requirements to deploy vCenter Server and ESXi hosts
- Minimum vSphere ESXi Server requirements including RAM, network cards, and storage adapters
- Recommended logical and physical network topology and data center interrelationships
- Virtual Machine distribution including clusters, raw disks, and security constraints for ESXi Servers
- Recommended logical and physical storage and size and number of shared VMFS volumes and/or raw LUNs
- vCenter design and architecture:
 - vCenter Management Server



- vCenter Database Network Connectivity
- vCenter Datacenters and topology (vMotion domains)
- VMware HA
- VMware DRS (where applicable)
- Resource Pools
- VMware Update Manager
- vSphere ESXi server networking:
 - vSwitch configuration
 - vMotion
 - VLANs (where applicable)
 - Bonds/NIC Teams (where applicable)

Build

During the Build Phase, the consultant will upgrade one (1) vCenter Server and up to five (5) vSphere ESXi hosts to 6.x per the blueprint developed during the design phase. Leveraging the design blueprints, the consultant will configure network and storage connectivity and implements antivirus agents, backup and recovery and alert monitoring as applicable.

Deliverables for this phase include:

- Upgraded and configured VMware Infrastructure, per the blueprint developed during the design phase
- An updated base template for virtual machine deployment
- Updated Assembly and Configuration document, reflecting the Customer's specific configuration

Once the Build Phase is complete, testing of each of the major components and features of the new environment must be conducted prior to deploying or migrating any production workloads into the virtual infrastructure.

Test

Once the base VMware Infrastructure is built, the test plan will be executed to validate the environment and ensure all equipment and software performs as expected. Including:

- Guest deployment from template
- vMotion
- Simulation of NIC or switch failure to test NIC failover
- VMware HA event simulation and observation of resulting actions
- DRS (where applicable)

The Test Phase must be completed successfully and any required corrections made prior to starting the Migrate phase

Manage

During the Manage phase, documentation regarding the as-built state of the virtual infrastructure will be provided. The documentation provided will cover the following topics:



- vCenter Server
- vSphere ESXi server deployment and installation, including hardware configuration, PCI peripheral layout and Bios and firmware settings
- EXT3 SAN Partitioning (If booting from SAN)
- HBA Setup (where applicable)
- VMFS Partitioning and LUN layout guidance
- Virtual NIC (vmnic) and Physical NIC (pNIC) bonding and failover/load balancing configuration

VMware vSphere Upgrade (Sherriff's Office)

Build

During the Build Phase, the consultant will upgrade one (1) vCenter Server and up to three (3) vSphere ESXi hosts to 6.x per the blueprint developed during the design phase. Leveraging the design blueprints, the consultant will configure network and storage connectivity and implements antivirus agents, backup and recovery and alert monitoring as applicable.

Deliverables for this phase include:

- Upgraded and configured VMware Infrastructure, per the blueprint developed during the design phase
- An updated base template for virtual machine deployment
- Updated Assembly and Configuration document, reflecting the Customer's specific configuration

Once the Build Phase is complete, testing of each of the major components and features of the new environment must be conducted prior to deploying or migrating any production workloads into the virtual infrastructure.

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During the Manage phase, documentation regarding the as-built state of the virtual infrastructure will be provided. The documentation provided will cover the following topics:

- vCenter Server
- vSphere ESXi server deployment and installation, including hardware configuration, PCI peripheral layout and Bios and firmware settings
- EXT3 SAN Partitioning (If booting from SAN)
- HBA Setup (where applicable)



- VMFS Partitioning and LUN layout guidance
- Virtual NIC (vmnic) and Physical NIC (pNIC) bonding and failover/load balancing configuration

Microsoft Active Directory Upgrade

Assessment

Provider will validate the AD components for production use based on design discussion.

- Active Directory
 - Validate AD Global Catalogs (where applicable)
 - Validate AD Domain Controllers (where applicable)
 - Validate AD Read-Only Domain Controller (where applicable)
- Validate and/or configure DNS servers and applicable zones
 - Verify DNS replication
 - Establish necessary DNS records (including reverse-lookup) for any systems that do not dynamically register
- DHCP
 - Validate current DHCP infrastructure
 - Validate DHCP options per best practices

Implementation

Provider will lead and assist with the implementation of infrastructure services necessary for the client migration.

- Install and configure up to three (3) Active Directory Domain Controllers on Windows Server 2012 R2
- Decommission legacy Windows domain controllers
- Upgrade domain and functional level to a minimum of Windows Server 2012 R2
- Configuration of Sites and Services
- Configuration of AD DNS

Microsoft Exchange Upgrade (2013/2016)

Assessment

- Review the existing Exchange environment
 - Analyze the organization, server, and information store configurations and policies
 - Review Mailbox Database(s) and Placement, Logs, and Quotas
 - Analyze the Exchange Cluster and any specific cluster dependencies for migration
 - Analyze the current message routing
 - Review the performance of the existing Exchange environment and note any current issues
 - Analyze current client access methods and network security of the Exchange environment
 - Analyze 3rd party integrations into the Exchange environment including Blackberry Enterprise Server, Faxing, Anti-Virus/Anti-Spam, and archiving solutions (as applicable)
- Review the existing Exchange Backup and Disaster Recovery plans and capabilities (if applicable)
- Review the existing storage and networking environments as it pertains to Exchange



- Review the existing virtualization infrastructure as it pertains to Exchange
- Review the current Active Directory environment as it relates to Exchange functionality
- Review existing automated calendars and mailboxes
- Review RSA two-factor integration with OWA

Design

- Conduct interviews with the appropriate staff to discuss aspects of the Exchange design
 - Disaster Recovery requirements
 - Available bandwidth between the secondary DR site
 - Archiving requirements
 - Mailbox sizing requirements
 - Message routing requirements
 - Client Access requirements
 - Network Access and Security requirements
 - IronPort integration
- Review any necessary modifications to the Active Directory environment
 - Forest and Domain functional levels
 - Active Directory Sites and Site Links
 - Domain controller placement
 - Global Catalog placement
 - DNS name resolution
 - Service Accounts required
- Review the SMTP name space design
 - Document TLS encryption (if required)
- Review the Server Design including recommendations for server virtualization:
 - Hub Transport Role Servers
 - Mailbox Role Servers
 - Client Access Role Servers
 - Database Access Groups
 - Edge Transport Role Servers (if necessary)
- Review the public folder design and replication
- Review the message routing design
- Review the client access methods design:
 - Internal Access methods
 - > Full Outlook Clients and versions
 - > Client upgrade requirements
 - > Outlook Web Access
 - Remote Access methods:
 - > Outlook Web Access
 - > ActiveSync
 - > Outlook Anywhere (RPC over HTTPS)
 - > Blackberry Support



- Review the Implementation Plan/Migration Plan for Exchange 2013 with IT staff
- Decommission legacy Exchange servers once complete

Upgrade

- Verify system requirements
- Confirm prerequisite steps are done
- Configure disjoint namespace (if needed)
- Select an offline address book for all Exchange mailbox databases
- Configure Exchange-related virtual directories (if needed)
- Add digital certificates on the Client Access server
- Move arbitration mailbox
- Configure Unified Messaging (if needed)
- Configure legacy Edge Transport server
- Enable and configure Outlook Anywhere
- Configure service connection point
- Configure DNS records
- Move mailboxes to Exchange 2013
- Move public folder data to Exchange 2013

4.3 Customer Responsibilities

Customer agrees generally to cooperate with Dell in its delivery of the Services. Customer agrees to the following responsibilities:

- 1) During the term of this SOW, Customer is responsible for promptly notifying Dell in writing of a) any changes Customer makes to its information technology environment that may impact Dell's delivery of the Services; and b) if Customer becomes aware that any of the Assumptions set forth herein are incorrect.
- 2) Customer will maintain a backup of all data and programs on affected systems prior to Dell performing the Services and during the term of the SOW. Dell will have no liability for loss or recovery of data, programs or loss of use of system(s) arising out of or in connection with the Services provided under this SOW.
- 3) Prior to the start of this SOW, Customer will indicate to Dell in writing a person to be the single point of contact, according to project plan, to ensure that all tasks can be completed within the specified time period. All Services communications will be addressed to such point of contact (the "Customer Contact"). Failure to do so might result in an increase in project hours and/or length in schedule.
- 4) Customer agrees to make available suitable resources, space, personnel, documentation, and systems.
- 5) Customer will provide technical points-of-contact, who have a working knowledge of the enterprise components to be considered during the Services ("Technical Contacts"). Dell may request that meetings be scheduled with Technical Contacts.
- 6) Customer Contact will have the authority to act for Customer in all aspects of the Service including bringing issues to the attention of the appropriate persons within Customer's organization and resolving conflicting requirements.
- 7) Customer Contact will ensure that any communication between Customer and Dell, including any scope-related questions or requests, are made through the appropriate Dell Project Manager.



- 8) Customer Contact will provide timely access to technical and business points of contact and required data/information for matters related to the scope of Service.
- 9) Customer Contact will ensure attendance by key Customer contacts at Customer meetings and deliverable presentations.
- 10) Customer Contact will obtain and provide project requirements, information, data, decisions and approvals within one working day of the request, unless both parties agree to a different response time.
- 11) Customer may be responsible for developing or providing documentation, materials and assistance to Dell and agrees to do so in a timely manner. Dell shall not be responsible for any delays in completing its assigned tasks to the extent that they result from Customer's failure to provide such timely documentation, materials and assistance.
- 12) Customer Contact will ensure the Services personnel have reasonable and safe access to the Project site, a safe working environment, an adequate office space, and parking as required.
- 13) Customer will inform Dell of all access issues and security measures, and provide access to all necessary hardware and facilities.
- 14) Customer is responsible for providing all hardware, software, internet access, and facilities for the successful completion of the Services. Facilities and power must meet Dell's requirements for the products and Services purchased.
- 15) Customer is responsible for any and all software licensing requirements. Unless otherwise directed by Customer in writing, during the installation process, Technician will "accept" on Customer's behalf any and all electronic agreements provided with the installed hardware and/or software, including without limitation licenses, terms of sale, and other terms and conditions. Customer agrees that its purchase, license, and/or use of any hardware or software installed by Technician under this SOW shall be subject to and governed by such electronic agreements to the same degree as if Customer had itself accepted the electronic agreements.

4.4 Assumptions

Dell has made the following specific assumptions while specifying the Services detailed in this SOW:

- 1) The provision of the Services does not include the development of any intellectual property created solely and specifically for the Customer under this SOW.
- 2) Customer has all licenses, or will purchase as part of this project, for Microsoft Windows 2012 Servers, Microsoft Exchange, VMware vCenter and ESXi
- 3) During the design/planning phase, either Microsoft Exchange 2013 or 2016 may be chosen based on current infrastructure and application requirements and dependencies.
- 4) Customer does not have any application or infrastructure dependencies for Windows 2003

4.5 Out of Scope

For the avoidance of doubt, the parties acknowledge that the following activities are not included in the scope of this SOW.

- 1) Any services, tasks or activities other than those specifically noted in this SOW.
- 2) Any Dell training or certification services not specifically described in this SOW.
- 3) Except as set forth herein, Dell is not responsible (including financial responsibility) for any Customer and/or third party personnel, hardware, software, equipment or other assets currently utilized in the Customer's operating environment.



Upon request by Customer, Dell will provide a proposal for such out of scope services pursuant to the Change Management Process as defined in Section 6.

4.6 Schedule / Timeline / Milestones

Dell anticipates the Services will span an estimated period of 6 contiguous business weeks.

The table below is an estimate of the general project duration by phase and is intended for planning purposes only. The actual schedule may change as the project progresses.

Phase	Estimated Duration	Onsite/Offsite
Engineering	30 Days	Onsite / Offsite
PM	6 Days	Offsite
Architect	5 Days	Onsite / Offsite

Once this Service has been scheduled, any changes to the schedule must occur at least 8 business days prior to the scheduled date. If Customer reschedules this service within 7 business days of the scheduled date, this may necessitate invoking the Change Control Process to determine the impact, if any, and any related price adjustments.

4.7 Service Hours

Dell intends to provide the Services during the scheduled hours stated below (the "Service Hours").

This Service will be performed during normal business hours typically 8:00 a.m. to 5:00 p.m., Monday through Friday, Customer local time and will include travel time to and from the Customer location and excludes local holidays, unless other arrangements have been made in writing between Dell and Customer.

4.8 Deliverables

The following is a list of tangible material provided as part of the Service performed by Dell for Customer under this SOW.

- 1) Active Directory As Built
- 2) VMware Design Workbook
- 3) Exchange As Built

4.9 Personnel Skills and Qualifications

Dell, will, at its sole discretion, determine the number of personnel and the appropriate skill sets necessary to complete the Services.

5 PRICING

This section describes the methodology for determining invoice amounts (the "Charges") for the Services provided under this SOW. Customer hereby agrees to pay the Charges in accordance with the Invoicing and Payment terms of the Agreement and as further supplemented within this SOW.



Charges shall be as follows:

5.1 Purchase Order Amount

Except as otherwise provided below, the Total amount to be noted on the Purchase Order provided to Dell for this SOW is: USD \$75,590. If this SOW includes estimates, invoices will be based on actuals usage or expenses incurred.

5.1.1 One-Time Charge Following Customer Signature

Dell will invoice Customer upon Customer signature of the SOW the following One-Time Charge:

One-Time Charge: USD \$75,590

5.1.2 Expenses

Expenses are included in the Charges under this SOW. Unless the Scope changes, pursuant to the Change Management Process, Dell will not charge any additional expenses in connection with delivering the Services without the express written consent of Customer. Additional expenses could include Service-related expenses such as actual, reasonable and necessary travel and living expense.

5.2 Pricing Clauses:

- 1) Pricing - The terms of this SOW (including but not limited to the pricing) shall be valid for thirty (30) days following initial delivery date ("Initial Delivery Date") of this SOW to Customer. In the event this SOW is executed by Customer and returned to Dell after such thirty (30) day period, Dell may, in its sole discretion, (i) accept the SOW on the stated terms or (ii) reject the SOW and provide Customer with a revised SOW setting forth any necessary updates to the terms of the previous SOW.
- 2) The price for the Service is based on Customer's environment as disclosed to Dell. If the assumptions, Customer responsibilities and parameters within the scope of the Service used to develop the SOW are found to be incorrect or have changed, the parties agree to pursue resolution through the Change Management Process set forth in this SOW.
- 3) If any of the volumetric assumptions used in this SOW (including, time on task, locations, service consumption, and/or configuration factors and excluding estimated hours or expenses) relied upon by Dell vary by +/- five (5%) percent, Dell has the right to adjust the pricing to reflect such changes.
- 4) Taxes - All prices are in USD and are exclusive of all applicable taxes

6 CHANGE MANAGEMENT PROCESS

The Change Management Process ("Change Management Process") is the process that governs changes to the scope of the Service during the Term of this SOW, as described below. The Change Management Process may be used to modify the Service described in this SOW, then, if required, a subsequent Contract Modification.

Changes permitted to be made pursuant to this Change Management Process will be limited to changes to Section 3 (Summary of Service) and Section 4 (Scope of Service) and adjustments in Section 5 (Pricing) associated with changes to Sections 3 and 4 of this SOW.

Either party may request a permitted change in the Scope of the Service by completing a Change Order Form at www.dell.com/servicecontracts/RFC



The receiving party will review the proposed Change Order and will (i) approve it, (ii) agree to further investigation, or (iii) reject it. Changes agreed pursuant to the Change Management Process will not be effective until mutually executed by both parties.

Any desired modifications to this SOW which are not permitted above in this Section 6, will require that a written amendment to this SOW or a new SOW be mutually executed by the parties.

7 OTHER PROVISIONS

- 1) Dell may use affiliates and subcontractors to perform Services.
- 2) Dell may perform all or part of the Services off-site at a Dell or other location.
- 3) Services may be performed outside the country in which Customer and/or Dell is located. From time to time, Dell may change the location where Services are performed and/or the party performing the Services; provided however, Dell shall remain responsible to Customer for the delivery of Services.
- 4) Customer acknowledges that Dell will request Customer's participation in a Customer feedback survey. Additionally, Dell may approach Customer to serve as reference regarding Dell's performance of the Services. If Customer agrees to be a reference, Customer and Dell will agree in writing to the terms of such reference. The Infrastructure Consulting References Program has been developed to facilitate the confidential conversations between Dell customers and prospective accounts.
 - a) Customers are invited to join the program at the conclusion of their project for a period of one year.
 - b) We will only share your contact information to a potential customer who is interested in contacting you for a discussion on your previous experiences.
 - c) We limit usage of your reference to no more than once/month.
 - d) We will not publish your name, organization, or any customer identifiable details based on participation in this program.
- 5) If a conflict arises between the terms of the Purchase Order, SOW and Agreement, the following order of precedence shall be followed: first, the SOW; second, the Agreement; and third, the Purchase Order (if any). Provided, however, in no event will any terms and conditions contained in any Purchase Order apply irrespective of whether such terms and conditions are in conflict with or merely ancillary to any terms and conditions in the SOW or Agreement.

8 GENERAL

Dell shall not be responsible for any delay or failure to provide Service to the extent caused by: (1) failures by Customer to perform its responsibilities under this SOW; (2) materially inaccurate assumptions; (3) a defect, deficiency or failure with respect to Customer's network, systems, software, data or other equipment; or (4) modifications to Customer's network, systems, or other equipment made by a party other than Dell or its representatives. In the event that either party becomes aware of the occurrence of one or more of the foregoing events, they shall notify the other party accordingly. Notwithstanding such occurrence, Dell may, following discussion with Customer regarding the impact of such incident, continue to provide the Service and shall use commercially reasonable efforts to perform the Service under this SOW. Customer shall reimburse Dell for its reasonable additional costs of providing the Service and out of pocket expenses for such efforts and only to the extent attributable to the items defined above.



9 SIGNATURES

Dell and Customer have caused this SOW to be signed and delivered by their duly authorized representatives.

Dawson County

Dell Marketing LP

By:

By:

Printed:

Printed:

Title:

Title:

Date:

Date:

Please note that for administrative purposes only, Services may not be scheduled or commenced until Dell receives a Customer's purchase order that references this SOW. Upon receipt and acceptance of the Customer's purchase order, a Dell Project Manager will contact you to begin Services scheduling. Any additional and/or conflicting terms and conditions stated on Customer's purchase order shall be void and have no effect on this SOW.

Please fax a copy of your purchase order and this signed SOW (with all pages in full) to Fax: 512-283-7899, Attention: Intake Manager, RE: SFID. The purchase order amount should include estimated expenses, if they are billable.



Backup material for agenda item:

4. Presentation of request for additional funds for the District Attorney to cover legal expenses associated with murder trial - Accounting & Budget Manager Natalie Johnson



DAWSON COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Budget amendment to transfer funds from General Government to the District Attorney's Office to fund legal expenses associated with the Seppenfield murder trial.

DATE: 4/5/2016

- RECOMMENDATION**
 POLICY DISCUSSION
 STATUS REPORT
 OTHER

BUDGET INFORMATION:

ANNUAL-
CAPITAL-

COMMISSION ACTION REQUESTED ON: 4/21/2016

PURPOSE: To request a budget amendment to transfer funds from General Government to the District Attorney's Office to fund legal expenses associated with the Seppenfield murder trial.

HISTORY: On December 17, 2015 the Board of Commissioners approved transferring \$6,125 from General Government – Contingencies account to the District Attorney's Office - Professional Services account to fund the first invoice for legal expenses associated with the recent Seppenfield murder trial.

FACTS AND ISSUES:

-
-
- OPTIONS:** 1) Approve the budget amendment as recommended.
2) Do not approve the budget amendment as recommended.
3) Recommend alternate action.

RECOMMENDED SAMPLE MOTION:

Motion to approve transferring \$3,325 from General Government – Contingencies account to the District Attorney's Office - Professional Services account to fund the second and final invoice for legal expenses associated with the recent Seppenfield murder trial.

DEPARTMENT:

Prepared by: Natalie Johnson

Director _____

Backup material for agenda item:

5. Presentation of 2016 Land Use District Map Adoption - Director of Planning & Development Rachel Burton



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST

All items requiring action by the Commissioners must be presented first at a work session. The following information should be provided for each item.

No item will be considered for a work session until the Department has received authorization on the item by the County Manager.

Form must be submitted to the County Clerk 10 days prior to the meeting date.

Department: Planning & Development

Presenter: Rachel Burton

Submitted By: Rachel Burton

Date Submitted: 3/31/2016

Item of Business/Agenda Title: Adoption of the 2016 Land Use District Map

Attach an Executive Summary fully describing all elements of the item of business. (Attached)

THE ITEM IS FOR:

Work Session presentation only
(no action needed)

OR **Commission Action Needed.**

Is there a deadline on this item? If so, Explain: No

Purpose of Request: Approval to hold public hearings (5/17/2016 & 5/19/2016) for adoption of the 2016 Land Use District Map.

Department Recommendation: Director Burton recommends approval of the map.

If the action involves a Resolution, Ordinance, Contract, Agreement, etc. has it been reviewed by the County Attorney?

Yes Explanation/ Additional Information: _____

No

If funding is involved, are funds approved within the current budget? **If Yes, Finance Authorization is Required Below.**

Yes Explanation/ Additional Information: _____

No

Amount Requested: _____ Amount Budgeted: _____

Fund Name and Account Number: _____

Administration Staff Authorization

Dept. Head Authorization: Rachel Burton

Date: 3/31/2016

Finance Dept. Authorization: _____

Date: _____

County Manager Authorization: Randall Dowling

Work Session Date: 4/14/2016

Comments: _____

Attachments: Yes



DAWSON COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Adoption of 2016 Land Use District Map

DATE: 3/31/2016

BUDGET INFORMATION:
ANNUAL-
CAPITAL-

RECOMMENDATION
 POLICY DISCUSSION
 STATUS REPORT
 OTHER

COMMISSION ACTION REQUESTED ON: 5/19/2016

PURPOSE: Approval to hold public hearings on 5/17/16 (Planning Commission) and 5/19/2016 (BOC) for adoption of the 2016 Land Use District Map.

HISTORY: This is an annual adoption of the Land Use District Map incorporating approved rezonings from 2015 and errors found on the 2015 map.

FACTS AND ISSUES: The 2016 Land Use District Map reflects 2015 rezoning approvals and two errors found on the 2015 map (TMP 110-033-093 C-PCD to RSR & 105-027 RS to R-A).

OPTIONS:

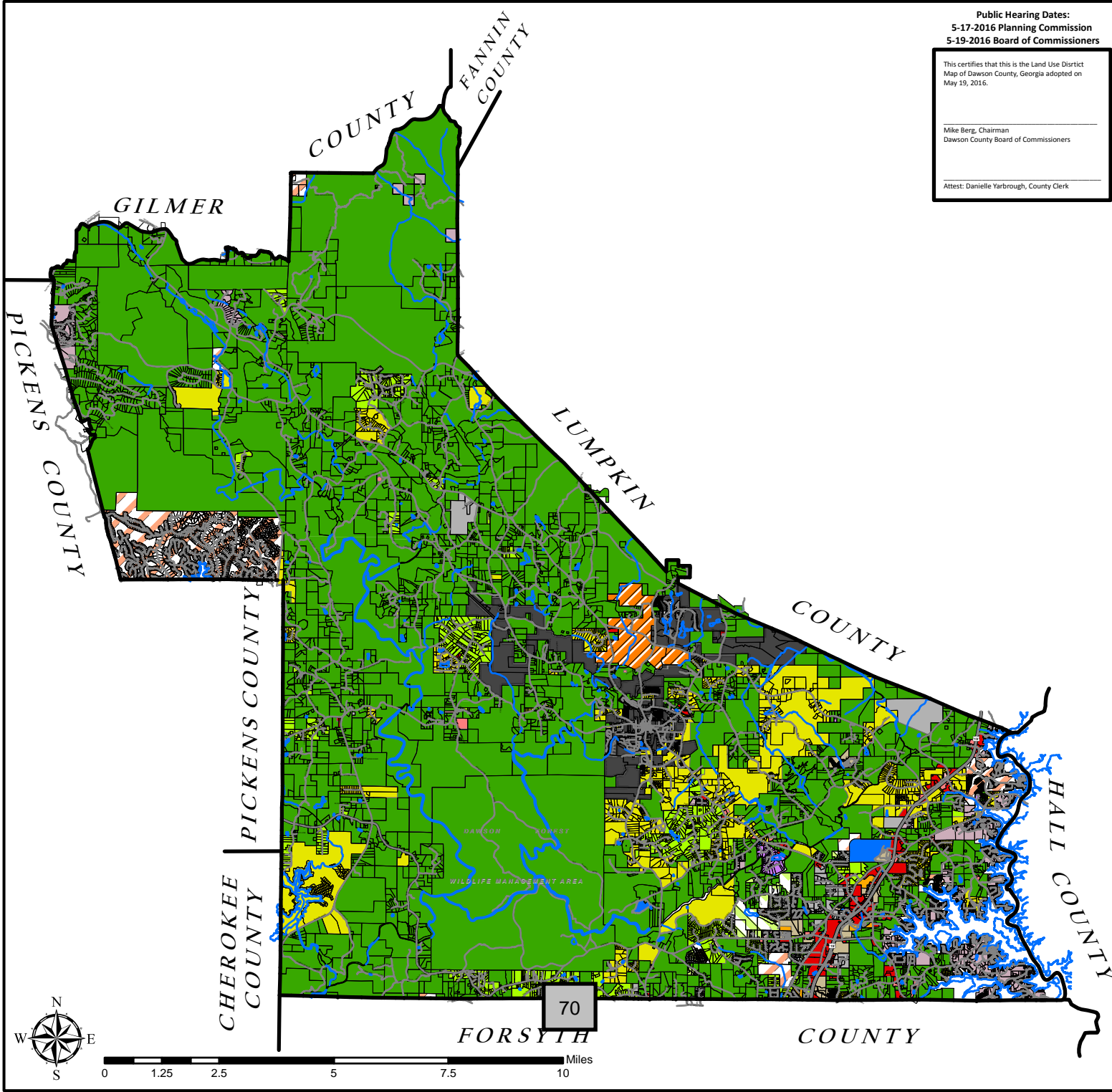
RECOMMENDED SAMPLE MOTION: Recommend approval.

DEPARTMENT:

Prepared by: Rachel Burton

Director: Rachel Burton

2016 Dawson County Land Use District Map



Public Hearing Dates:
 5-17-2016 Planning Commission
 5-19-2016 Board of Commissioners


This certifies that this is the Land Use District Map of Dawson County, Georgia adopted on May 19, 2016.

Mike Berg, Chairman
 Dawson County Board of Commissioners

Attest: Danielle Yarbrough, County Clerk

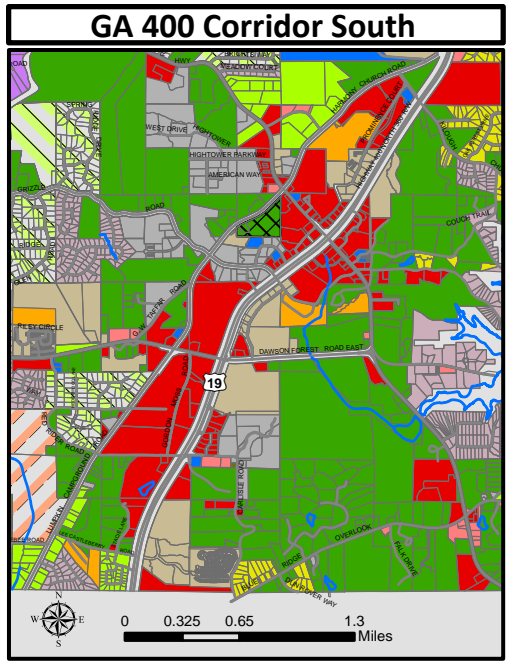
Land Use District	
	RRE
	RSRMM
	VC
	VCR
	C-OI
	C-CB
	C-HB
	C-IR
	C-PCD
	C-RB
	C-TB
	CT
	Historic District
	MIXED USE VILLAGE
	RA
	RPC
	RSR
	RL
	RMF
	RMHP
	RT
	RS
	CountyLine
	County RD
	Private Trails
	State Hwy
	US Hwy
	Hydro
	Parcels
	Dawsonville City Limits

Dawson County Geographic Information Systems
 Data Disclaimer



The information on this map (or data product) is from a computer database accessed using a Geographic Information System (GIS). Dawson County cannot guarantee the accuracy of the information contained on this map. Each user of this map is responsible for determining its suitability for his or her intended use or purpose. County departments will not necessarily approve applications based solely on GIS data. County staff corrects errors in features on this map as they are identified. Dawson County shall have no liability for the data, or lack thereof.

Amendments:



Backup material for agenda item:

6. Presentation of 2016 Vehicle & Equipment Surplus List - County Manager Randall Dowling



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST

All items requiring action by the Commissioners must be presented first at a work session. The following information should be provided for each item.

No item will be considered for a work session until the Department has received authorization on the item by the County Manager.

Form must be submitted to the County Clerk 10 days prior to the meeting date.

Department Public Works

Presenter: Randall Dowling

Submitted By: David McKee

Date Submitted: 2-23-2016

Item of Business/Agenda Title: 2016 Vehicle and Equipment Surplus List

Attach an Executive Summary fully describing all elements of the item of business. (Attached)

THE ITEM IS FOR:

Work Session presentation only
(no action needed)

OR **Commission Action Needed.**

Is there a deadline on this item? If so, Explain: Live regional government surplus auction will be held on Sat. May 7 in Canton, GA.

Purpose of Request: Declare the vehicles and equipment on the attached list as surplus county property.

Department Recommendation: Declare the vehicles and equipment on the attached list as surplus county property and authorize county staff to dispose of the vehicles and equipment either through govdeals.com or by live auction. A regional live government surplus absolute auction will be held on Sat. May 7 in Canton at the Cherokee County Fairgrounds conducted by Jeff Dobson & Associates. Also recommend the Board participate in the live auction as the disposal method and execute the attached contract with Jeff Dobson & Associates.

If the action involves a Resolution, Ordinance, Contract, Agreement, etc. has it been reviewed by the County Attorney?

Yes Explanation/ Additional Information: Contract is attached.

No

If funding is involved, are funds approved within the current budget? **If Yes, Finance Authorization is Required Below.**

Yes Explanation/ Additional Information: No revenue funds have been budgeted for this surplus auction.

No

Amount Requested: \$0

Amount Budgeted: \$0

Fund Name and Account Number:

Administration Staff Authorization

Dept. Head Authorization: David McKee

Date: 2/23/2016

Finance Dept. Authorization: _____

Date: _____

County Manager Authorization: Randall Dowling

Work Session Date: 4-14-16

Comments: _____

Attachments: Yes



DAWSON COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: 2016 Vehicle and Equipment Surplus List

DATE: 4/6/2016

BUDGET INFORMATION:

ANNUAL-

CAPITAL-

RECOMMENDATION
 POLICY DISCUSSION
 STATUS REPORT
 OTHER

COMMISSION ACTION REQUESTED ON: 4/21/16

PURPOSE: Declare the vehicles and equipment on the attached list as surplus county property and authorize county staff to dispose of the vehicles and equipment either through govdeals.com or by live auction. A regional live government surplus absolute public auction will be held on Sat. May 7 in Canton at the Cherokee County Fairgrounds conducted by Jeff Dobson & Associates. Also recommend the Board participate in the live auction as the disposal method and execute the attached contract with Jeff Dobson & Associates.

HISTORY: A list of county-owned vehicles and equipment that are of no use to county operations is typically prepared annually for surplus. 2015 did not have a surplus list.

FACTS AND ISSUES: The county has been using govdeals.com (an internet based auction site) as the disposal method in the past at a 7.5% seller's premium and a 5% buyer's premium. Using this method, county staff had to photograph all vehicles and equipment, upload all information to the govdeals web site, and respond to several calls and emails from prospective purchasers over a short period of time which is very time consuming. If the live auction route is selected, the auction company will perform all of those tasks with minimal county involvement. The only involvement of county staff would be to give the auction company all titles and transport the vehicles and equipment to the Cherokee County Fairgrounds in Canton, the auction site, prior to Sat. May 7 which can be accomplished in one or two days. The estimated cost of transport is approximately \$2,500. The auction company's commission rate is a 5% seller's premium and a 10% buyer's premium.

OPTIONS: Either use govdeals.com or a live auction to dispose of unneeded county vehicles and equipment.

RECOMMENDED SAMPLE MOTION: Staff recommends the Board approve the vehicles and equipment on the attached list as surplus county property and authorize staff to dispose of the unneeded items in a regional live government surplus public absolute auction that will be held on Sat. May 7 at the Cherokee County Fairgrounds in Canton by Jeff Dobson & Associates and approve the attached contract.

DEPARTMENT:

Prepared by: Cara Ingley

Director: David McKee

2016 SURPLUS LIST

YEAR	MAKE	MODEL	VIN/SERIAL #	MILEAGE	LOCATION	COMMENTS
2003	FORD	EXPEDITION	1FMPU16L12LA82358	211,158	FLEET	Will run and drive, fuel pump is failing
1996	FORD	F150	1FTEF14H5TLA71854	214,877	FLEET	Engine failing, possible cracked head/block, transmission is slipping, front end completely worn out/failed, and body frame is heavily contaminated with rust.
1998	CHEVY	S-10 BLAZER	1GNLT13W2W2117274	206,846	FLEET	Runs and drives
2003	FORD	CROWN VIC	2FAFP71WX3X167432	146,429	FLEET	Parts/scrap only car
2004	FORD	CROWN VIC	2FAFP71W34X138937	214,047	FLEET	Parts/scrap only car, transmission is no good
1996	FORD	CROWN VIC	2FALP71W9VX145671	175,446	FLEET	Runs/drives, needs all window regulators, front suspension worn out, A/C system has leak needs replacement
1996	FORD	CROWN VIC	2FALP71W4TX144764	223,427	FLEET	Runs/drives, needs suspension repairs
2004	FORD	CROWN VIC	2FAFP71W64X138933	208,919	FLEET	Parts car, transmission has failed
2004	FORD	CROWN VIC	2FAFP71W44X146142	202,588	FLEET	Runs/drives, needs suspension repairs, CAT converter is out, has newer transmission
2007	FRIEGHT LINER	BC M2	1FVACWCT87HY89876	200,392	FLEET	Runs/drives, patient compartment structure has failed
2005	JOHNSON	J140PX4S0	S 26030977	N/A	FLEET	Parts/scrap
1986	FORD	F700	1FDXD74N7GVA02273	15,000	TRANSFER	Transmission failed, truck is badly rusted
1998	VOLVO	FL DUMP	4VHJCAHE8XN865218	130,000++	TRANSFER	Truck has, in reality, nearly 1 million miles, wornout all over
	CASE	835 UNILOADER	N5M400275	7,000-9,000 HR	TRANSFER	Loader is worn out, cab roof ASM needs replacing, along with other repairs
	BLACK	TRAILER	6153121	N/A	TRANSFER	Replaced with new equipment
	BLACK	TRAILER	16F0251999RST1910	N/A	TRANSFER	Replaced with new equipment
	MILLENNIUM	TRAILER	5MTPT26212A000290	N/A	TRANSFER	Frame damaged, not DOT-approved
MISCELLANEOUS SURPLUS CARTS NO LONGER NEEDED, SUCH AS PATROL CAR CAGES AND RELATED						Lot sale
WORN OUT AND REMOVED SIDEARM ASSEMBLIES					FLEET	



DAWSON COUNTY, GA
Where Quality of Life Matters

FACILITIES DEPARTMENT

2016 SURPLUS LIST

GOVERNMENT DEALS

LOCATION	DESCRIPTION	QUANTITY	COMMENTS	DATE OF INSPECTION
Fleet Shop	HEIMANN SYSTEMS, HI-scan 6040I, High image resolution X-ray unit SN 50031, Date Manufactured: April 2002	1	Metal Detector unit Condition: Used, Good	4-Mar
Transfer Station	CARRIER, Model 50TFQ008-A-511, SN 4904G11582, 7.5 Ton Standard efficiency heat pump, 208/230 Volt, 3 Phase, 60 Hertz	1	Condition: Used, Good, Industry standard	4-Mar
Transfer Station	CARRIER, Model 50TFQ008-A-511, SN 4904G11584, 7.5 Ton Standard efficiency heat pump, 208/230 Volt, 3 Phase, 60 Hertz	1	Condition: Used, Good, Industry standard	4-Mar
Fleet Shop	GENERAL ELECTRIC, 200 AMP, 50 HP	2	Service Disconnected	7-Mar
Fleet Shop	ITE Panel Board, 120/208, 3 Phase, 100 AMP	2	Several different breakers included	7-Mar
Fleet Shop	GENERAL ELECTRIC, A Series, Type 1, Panel Board	1		7-Mar
Fleet Shop	M59 Wall Pack, 600 Volts, 1500 Watts Max	7		7-Mar
Chappell Building	GENERAL ELECTRIC, Power Mark Plus Load Center, Type 1/ 42 Slot	1		7-Mar
Chappell Building	20 AMP Breakers	29	Extra Items	7-Mar
Chappell Building	100 AMP, 3 Pole Breakers	2	Extra Items	7-Mar
Chappell Building	Square "D", 200 AMP, 240 Volts, Safety Switch	2		7-Mar
Chappell Building	OASIS, Water Fountain Chillers	2	Used	7-Mar
Chappell Building	HAWK, Floor Buffing Machine	1	Used	7-Mar
Chappell Building	GENERAL ELECTRIC, Powermark Plus Load Center, Type 1/ 42 Slot	1		7-Mar
Chappell Building	20 AMP Breakers	14		7-Mar
Chappell Building	Envelope Depository	1	Good Condition	7-Mar
Chappell Building	GOLD STAR, Window A/C unit, 5000 BTU/H, 110 Volts	1	Used	7-Mar

PERSONAL PROPERTY AUCTION CONTRACT

THIS AGREEMENT entered into by and between Dawson CO. Board of Commissioners hereinafter referred to as Seller(s) and Jeff Dobson & Associates PWC. hereinafter called Auctioneer.

FOR AND IN CONSIDERATION of the services to be performed by the Auctioneer, the undersigned Seller(s) of the property hereinafter described, hereby employs and grants the Auctioneer the EXCLUSIVE RIGHT TO SELL the following described personal property:

See Attached

and as set out in Exhibit A hereto attached and made a part hereof by reference (Auction) Located at: 1160 McClure Street
City Canton County of Cherokee State GA

The right to sell specifically includes the right to sell the above described property at Public Auction, to the highest bidder(s) on the premises on or about May 7th, 20 16 or up to 90 days prior to or after said approximate date. Auctioneer shall receive full commission on any item withdrawn from sale or transferred or sold prior to auction date, or within 90 days after said date. In event of postponement because of Act of God, the auction shall be held at a later date agreeable to both parties, not later than 90 days after initial auction date. Seller(s) warrants and represents to the Auctioneer that Seller(s) owns, has full authority and lawful power to sell and shall deliver title to the above described property, free and clear of all claims, encumbrances or indebtedness, and that said property can be sold at auction without violation of any Federal, State or other regulations except as noted herewith:

Mortgage or Lien Holder on Personal Property	Address	Unpaid Bal.
1. <u>NAF</u>		
2. <u>E</u>		
3.		

Seller(s) agrees to pay all expenses of preparation, advertising and conducting the auction sale. The advertising expense to market and advertise this auction will be \$ NA. Seller agrees to pay said costs and herewith tenders to

Auctioneer, NA Dollars (NA) to be used as deposit in defraying said expenses, receipt hereof being hereby acknowledged. Auctioneer shall expend this money as necessary for purposes relative only to

this auction. Clerking and Cashiering charges shall be paid by Auctioneer. Further conditions seller to deliver items to fair grounds, June 27th May 1st - 5th

Seller herewith agrees to the following payment method for buyers: Cash CC Approved checks
Auctioneer DOES / ~~DOES NOT~~ guarantee collection of checks and if so charges an extra 0 % on final check total for this service. Auctioneer WILL / ~~WILL NOT~~ offer credit card merchant services for this auction and if so charges an extra 0 % on final credit card total for this service. Payment of proceeds to seller, less expenses and commissions, will be made within 20 days after cashier's final closeout of auction. Seller(s) agree that all expenses and auction commissions shall be deducted before payment of any liens. State Sales Tax WILL / ~~WILL NOT~~ be collected at this auction and if so will be remitted by AUCTIONEER / ~~SELLER(S)~~. Seller(s) agrees this auction will be conducted on an ABSOLUTE / ~~RESERVED~~ basis.

THE AUCTIONEER SHALL:

- (A) Sell said property, using his professional skill, knowledge, and experience to the best advantage of both parties in preparing and conducting the auction sale.
- (B) Keep accurate records of said sale, and permit Seller(s) to examine same. Seller(s) to be furnished a copy of said records.
- (C) Receive as compensation for promoting, advertising and conducting said auction sale Five % (percent) of gross selling price, which shall be payable by the Seller(s) at the auction site, immediately following said auction, or deducted from Seller's proceeds on day of auction. A Ten % Buyer's Premium WILL / ~~WILL NOT~~ be charged and if so will be divided Zero % to Seller(s) and Ten % to Auctioneers in addition to stated commission or as follows:

THE SELLER SHALL:

- (A) Maintain and provide premises in which said property is located, and furnish light, water, license, personal and public liability insurance. Seller(s) SHALL / ~~SHALL NOT~~ provide labor in assisting with this auction sale, set-up and check-out.
- (B) Not sell, dispose of or otherwise withdraw from said auction sale any part of said property or refuse to submit said property, or any part thereof.
- (C) Not interfere, prevent or prohibit auctioneer, in any manner, prior to or during auction, from carrying out his duties and obligations of this agreement.
- (D) In the event of breach of covenants contained herein, pay the auctioneer as liquidated damages, all advertising and other expenses incurred and a commission of Ten Percent (10%) of the appraised value of said property, prior to auction being cancelled.

Further Conditions _____

Auctioneer is acting as agent only and represents the Seller(s) in this transaction. Nothing herein contained shall be construed to or constitute the parties hereto as partners. In the event it becomes necessary for either party to collect any sum or sums due through legal action, Seller(s) waives venue and agrees to pay all costs and expenses of such an action, including reasonable attorney's fees. This agreement shall bind and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors and assigns. Seller(s) have read the foregoing contract and thoroughly understand the contents thereof; and further represent the statements hereof are made by them as true to the best of their knowledge, and that this contract contains and sets out the entire agreement of the parties.

THIS IS A LEGALLY BINDING CONTRACT. IF NOT UNDERSTOOD, SEEK COMPETENT ADVICE.

SIGNED AND SEALED THIS _____ day of _____ 20 16
at _____ County, _____

AUCTIONEER Jeff J. Dobson
GAL 2290

SELLER _____
SIGNATURE REPRESENTS PERSONAL GUARANTY

SELLER _____
SIGNATURE REPRESENTS PERSONAL GUARANTY

Backup material for agenda item:

7. Presentation of Geographic Name Recommendation (Logan Creek) - County Manager
Randall Dowling



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST

All items requiring action by the Commissioners must be presented first at a work session. The following information should be provided for each item.

No item will be considered for a work session until the Department has received authorization on the item by the County Manager.

Form must be submitted to the County Clerk 10 days prior to the meeting date.

Department: Administration

Presenter: Randall Dowling

Submitted By: Ginny Tarver

Date Submitted: 03/25/2016

Item of Business/Agenda Title: Geographic Name Recommendation (Logan Creek)

Attach an Executive Summary fully describing all elements of the item of business. X (Attached)

THE ITEM IS FOR:

Work Session presentation only
(no action needed)

OR X Commission Action Needed.

Is there a deadline on this item? If so, Explain: none

Purpose of Request: Jean & Larry Clowney, local residents, submitted a proposal to the US Board on Geographic Names to apply the name Logan Creek to a stream that flows into Lake Sidney Lanier.

Department Recommendation: The staff recommends the Board of Commissioners vote to recommend that the US Board on Geographic Names either approve the proposed name, reject the proposed name, take other action as specified, or render a decision without the Board's recommendation.

If the action involves a Resolution, Ordinance, Contract, Agreement, etc. has it been reviewed by the County Attorney?

Yes Explanation/ Additional Information: _____

X No

If funding is involved, are funds approved within the current budget? **If Yes, Finance Authorization is Required Below.**

Yes Explanation/ Additional Information: _____

X No

Amount Requested: n/a Amount Budgeted: n/a

Fund Name and Account Number: n/a

Administration Staff Authorization

Dept. Head Authorization: _____ Date: _____

Finance Dept. Authorization: _____ Date: _____

County Manager Authorization: Randall Dowling Work Session Date: 4-14-16

Comments: _____

Attachments: Yes



DAWSON COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Geographic Name Recommendation (Logan Creek)

DATE: 03/25/2016

- RECOMMENDATION**
- POLICY DISCUSSION**
- STATUS REPORT**
- OTHER**

BUDGET INFORMATION: n/a

ANNUAL-
CAPITAL-

COMMISSION ACTION REQUESTED ON: 04/21/2016 (Voting Session)

PURPOSE: Jean & Larry Clowney, local residents, submitted a proposal to the US Board on Geographic Names to apply the name Logan Creek to a stream that flows into Lake Sidney Lanier.

HISTORY: The Clowneys, who live along the stream, wish to honor Lieutenant Andrew J. Logan (see attachment for details regarding Andrew J. Logan). The name Logan Creek is proposed for a 0.9 mile-long stream in Dawson County. The stream heads on property owned by the Clowneys, and then flows southeast into land administered by the US Army Corps of Engineers along Lake Sidney Lanier.

FACTS AND ISSUES: The US Board on Geographic Names is responding to the Clowneys' request and is requesting local and official opinion from the Dawson County Board of Commissioners.

OPTIONS: Four options: (1) Vote to approve the proposed name (2) Vote to reject the proposed name (3) Vote to take other action as specified by the BOC (4) Vote to allow the US Board on Geographic Names to render a decision without a recommendation

RECOMMENDED SAMPLE MOTION:

Motion to recommend that the US Board on Geographic Names approve the proposed name Logan Creek be applied to a stream that flows into Lake Sidney Lanier.

DEPARTMENT:

Prepared by: Ginny Tarver

Director: Randall Dowling

March 14, 2016

The Honorable Mike Berg
Chairman, Dawson County Board of Commissioners
25 Justice Way, Suite 2313
Dawsonville, GA 30534

chairman@dawsoncounty.org

Issue: Proposal to apply a new name to a stream in eastern Dawson County

Dear chairman Berg:

As you may know, the U.S. Board on Geographic Names (BGN) is responsible by law for standardizing geographic names for use by the departments and agencies of the Federal government. A resident of Dawsonville has submitted a proposal to the BGN to apply the new name Logan Creek to a stream that flows into Lake Sidney Lanier. Because local opinion is important to the BGN, we would like the official opinion of Dawson County and the Dawson County Commissioners concerning this name issue. We also ask that you share this request with any offices or others who might have an interest in this proposal.

This proposal is included on the BGN's current Review List (#423) posted at:
http://geonames.usgs.gov/domestic/quarterly_list.htm.

The proponent, who lives next along the stream wishes to honor Lieutenant Andrew J. Logan (1834-1914), paymaster for the 52nd Georgia Infantry and representative for Dawson County at the 1865 Georgia Constitutional Convention. The 52nd Georgia Infantry was stationed in Dawson County at one point.

Please see the attached proposal for more information (the proponent originally submitted biographical information about two different men named Andrew Logan). Also attached are the the staff's case summary, a map showing the location of the stream, and a Geographic Name Proposal Recommendation form to facilitate a response from your office.

Thank you for your consideration of this request and we look forward to hearing from you. Please feel free to share this request with others who may have an interest in the matter. Meanwhile, if you have any questions, please don't hesitate to contact us. We may be contacted by mail at the address below; by telephone at (703) 648-4552; by fax at (703) 648-4549; or by e-mail at BGNEXEC@usgs.gov.

Sincerely,

Matt O'Donnell, research staff
For Lou Yost, Executive Secretary
U.S. Board on Geographic Names
U.S. Geological Survey
12201 Sunrise Valley Drive
MS 523
Reston VA 20192-0523

cc:

Sharon R. Fausett

James Swafford

Jimmy Hamby

Julie Hughes Nix

Danielle Yarbrough, Dawson County Clerk

Dr. Steven W. Engerrand

George Heleine

Matt O'Donnell | ATA Services, Inc.

Contractor in support of U.S. Board on Geographic Names | Domestic Names Committee

Phone/fax: 703.648.4553 / 703.648.4549

Email: mjodonnell@usgs.gov

Room 1C112 (in library offices)

Approved

Promulgation authorized
Executive Secretary
Domestic Geographic Names

**UNITED STATES
BOARD ON GEOGRAPHIC NAMES**

CASE BRIEF (Domestic)

Logan Creek: stream; 0.9 mi. long; heads 1.2 mi. NE of Lumpkin at 34°22'38"N, 84°01'24"W, flows SE to enter Lake Sidney Lanier; the name honors Lieutenant Andrew J. Logan (1834-1914), paymaster for the 52nd Georgia Infantry; Dawson County, Georgia; 34°22'11"N, 84°00'46"W; USGS map - Coal Mountain 1:24,000 (mouth).

Mouth: http://geonames.usgs.gov/pls/gazpublic/getesricoor?p_lat=34.36964&p_longi=-84.01283

Source: http://geonames.usgs.gov/pls/gazpublic/getesricoor?p_lat=34.37733&p_longi=-84.02335

Proposal: new commemorative name for an unnamed feature

USGS map: Coal Mountain 1:24,000 (mouth)

Proponent: Jean & Larry Clowney; Dawsonville, GA

Administrative area: Lake Sidney Lanier (U.S. Army Corps of Engineers)

Previous BGN Action: None

Names associated with feature:

GNIS: None found

Local Usage: None found

Published: None found

Case Summary: The new commemorative name Logan Creek is proposed for a 0.9-mile-long stream near Lumpkin in Dawson County. The stream heads on property owned by the proponent and then flows southeast into land administered by the U.S. Army Corps of Engineers along Lake Sidney Lanier.

A native of North Carolina, Andrew J. Logan (1834-1914) moved to Dawson County, Georgia, in 1848, where he lived for the remainder of his life. According to research conducted at the Georgia Archives by the Georgia State Names Authority, Logan was a Judge of the Inferior Court for Dawson County from 1858 to 1861. Federal census records for 1860 list his residence as Dawsonville, which is six miles from the stream in question. There is no evidence that he had any direct association with the stream.

At the beginning of the Civil War, Logan served as a paymaster for the Georgia Militia, and in 1863 he enlisted as a Second Lieutenant in Company I of the 52nd Regiment of Georgia Volunteers, Barton's Brigade. In 1864 he was shot in the thigh at the Battle of Resaca near Atlanta. He went on to represent Dawson County at the 1865 Georgia Constitutional Convention, and in 1888 he applied for a Confederate pension. Logan is buried in Concord Baptist Church Cemetery in neighboring Forsyth County.

According to GNIS, Georgia has two streams that have names containing the word "Logan": Logan Creek is 27 miles to the north and Logan Branch is 60 miles to the northwest. Logan Lake and Logan Lake Dam are 30 miles northwest. The community of Loganville is 37 miles to the south.

Proposed by: Jean & Larry Clowney; Dawsonville, GA

Submitted by:

Prepared by: M. O'Donnell

Case ID: 4422

Date: 11/6/15

Date: same

Date: 1/20/16

Quarterly Review List: 423

Domestic Geographic Name Proposal Summary

Propose New or Change Name

Name Proposal ID:	8839
Date Created:	05-NOV-15
Date Submitted:	06-NOV-15
Proposed Name:	Logan Creek
Action Requested:	Name an unnamed feature
Existing Name:	-
Required Fields:	Input data from GNIS shows name not in use
Locally Used:	No
Locally Used Years:	-
Local Conflict:	No
Local Conflict Detail:	-
Additional Details:	The headwater of this feature starts on my property and flows on southern boundary property line where it empties into Lake Lanier

Feature Information

GNIS Feature ID:	-
Feature class:	STREAM
Descriptive information:	This is a non trout-bearing stream starting from a spring and flowing along my property to Lake Lanier
Meaning or significance:	Andrew J Logan was a Paymaster in the Civil War stationed in Dawson County on or near this area.
Commercialized:	Yes
Biographical information:	Andrew J Logan served in the 102nd Regiment of the Georgia Militia. Though born in N. Carolina he moved to Georgia during the war and lived out the rest of his natural life.
Supporting materials:	Yes

Supporting Materials

Filename	Comments
13.jpg	Letter addressed by AJ Logan to General Wayne
A.J. Logan Paymaster.pdf	-
Andrew J Logan Record.pdf	Birth and Census record
4.jpg	Envelope containing letter to General Wayne
AJ Logan Headstone.pdf	Headstone photo

States and Counties

State Name	County Name
Georgia	Dawson

Geographic Coordinates

Obtained From	Describe Other	Lat Deg	Min	Sec	Long Deg	Min	Sec	Decimal Lat	Decimal Long	Details
Computer Image	-	-	-	-	-	-	-	34.373803	-84.021109	The data is from the website http://www.itouchmap.com/latlon what was suggested on your website
Computer Image	-	34	22	25.6908	N	84	1	15.9918	W	These coordinates are where the body of water is along the property. The starting point is a little further up but still on sa the data is from the website http://www.itouchmap.com/latlon what was suggested here.

Administrative Areas

Administrative Area Type	Administrative Area Name	
OTHER (describe in Details field)	This private property is in the governing body of Dawson County but outside the limits of Dawsonville proper. Taxes are paid to the county rather than the city of DAWSONVILLE.	Cc Pr

Maps and Documents with Name

Source Type	Details
Web Site	These coordinates are where the body of water is visible. The starting point is a little further up but still on same property. Also the data is from the website http://www.itouchmap.com/latlon which is what was suggested here.
Web Site	http://www.homesnap.com/GA/Dawsonville/293-Oak-Forest-Drive this shows the property boundaries
Map	The following link will take you to a topographic map of said property. https://www.google.com/maps/place/293+Oak+Forest+Dr,+Dawsonville,+GA+30534/@34.374367,-84.0185503,16.94z/data=!4m2!3m1!1s0x885f6202dcee72fb:0x9e94a757bdf2b662!5rhl=en-GB

Other (Variant) Names and Their Source

Source Type	Other (Variant) Name	Details	Source Date
Web Site	Latitude and Longitude of a Point	This map was used to determine coordinates of the proposed body of water name http://www.itouchmap.com/latlon.html	2015

Authorities

Last Name	First Name	Phone	Email Address	Physical Address	City	State	Zip	Occupation	Years
Irvin	Robbie	7063443604	rirvin@dawsoncounty.org	25 Justice Way	Dawsonville	Georgia	30534	Storm Water Stewardship	17

Submitters and/or Preparers

Role	Last Name	First Name	Phone	Email Address	Physical Address	City	State	Zip	Company	Title
BOTH	Clowney	Jean & Larry	7062161791	jeanclaire@windstream.net	293 Oak Forest Drive	Dawsonville	GA	30534	-	homeowner



U.S. BOARD ON GEOGRAPHIC NAMES

GEOGRAPHIC NAME PROPOSAL RECOMMENDATION

Proposed Geographic Name Logan Creek

This is to notify the U.S. Board on Geographic Names that:

Dawson County
(Name of government entity, organization, or individual)

Recommends that the U. S. Board on Geographic Names:

- Approve the Proposed Name**
- Reject the Proposed Name**
- Take Action as Specified Below**
- Render a Decision Without Our Recommendation**

Comments (the following factors contributed to this recommendation; attach supporting documentation if appropriate):

(Name)

(Title)

(Address)

(Telephone)

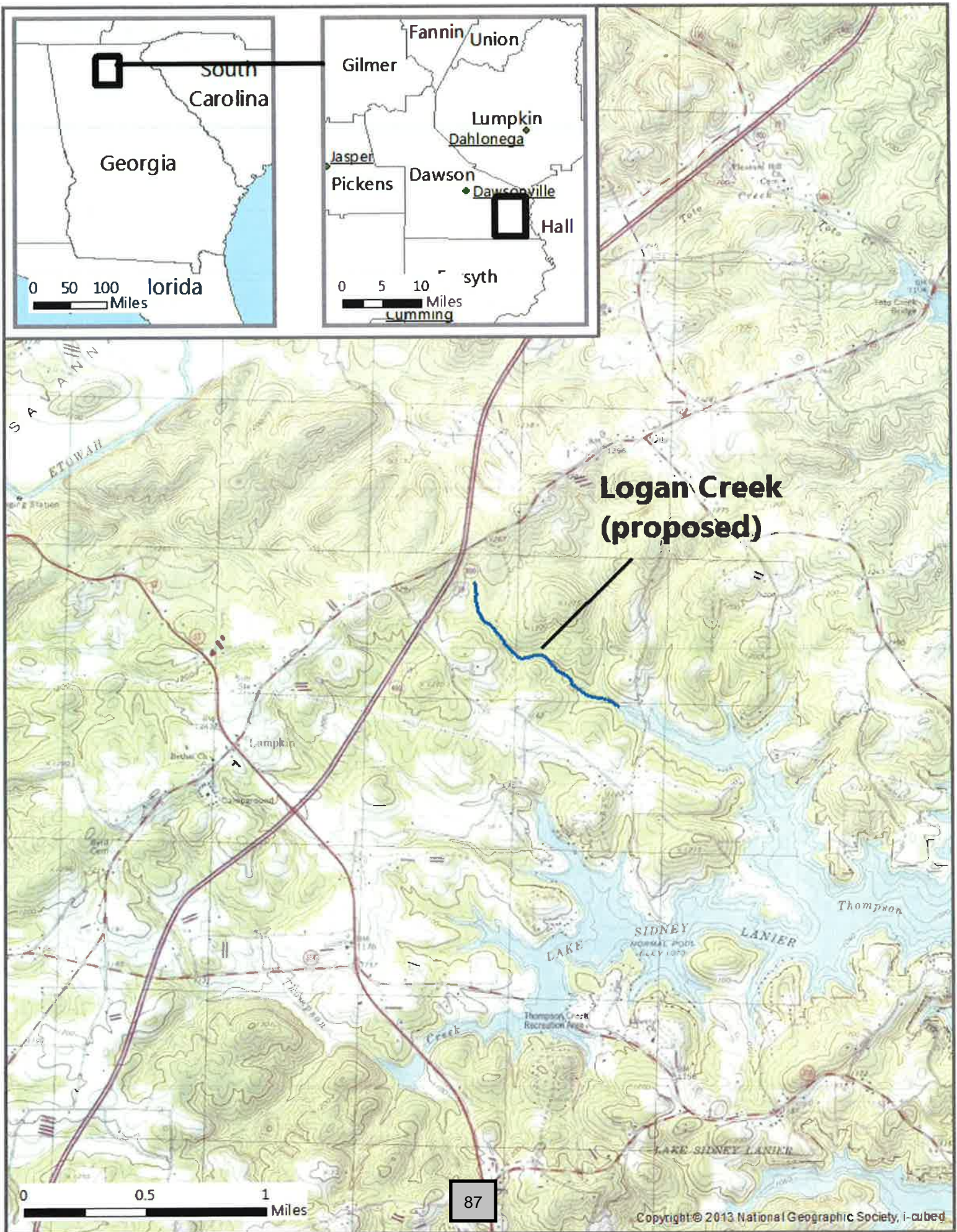
(City, State, ZIP Code)

(E-mail)

(Signature)

(Date)

Return to: U.S. Board on Geographic Names
U.S. Geological Survey
523 National Center
Reston VA 20192-0523
Telephone: (703) 648-4552
Fax: (703) 648-4549
E-mail: BGNEXEC@usgs.gov



**Logan Creek
(proposed)**

Backup material for agenda item:

8. Presentation of Etowah Water and Sewer agreement to allow residents of Dawson County to grow crops on property owned by their entity - County Attorney Joey Homans



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST

All items requiring action by the Commissioners must be presented first at a work session. The following information should be provided for each item.

No item will be considered for a work session until the Department has received authorization on the item by the County Manager.

Form must be submitted to the County Clerk 10 days prior to the meeting date.

Department: County Attorney

Presenter: Joey Homans

Submitted By: Ginny Tarver

Date Submitted: April 8, 2016

Item of Business/Agenda Title: Etowah Water and Sewer Authority license agreement to allow residents of Dawson County to grow crops on property owned by the water and sewer authority.

Attach an Executive Summary fully describing all elements of the item of business. (Attached)

THE ITEM IS FOR:

Work Session presentation only
(no action needed)

OR X Commission Action Needed.

Is there a deadline on this item? If so, Explain: No

Purpose of Request: Ratification of Etowah Water and Sewer Authority license agreement dated March 1, 2016 to grow and harvest corn and maintain the access road.

Department Recommendation: Staff recommends the Board discuss this item.

If the action involves a Resolution, Ordinance, Contract, Agreement, etc. has it been reviewed by the County Attorney?

Yes Explanation/ Additional Information: _____

No

If funding is involved, are funds approved within the current budget? **If Yes, Finance Authorization is Required Below.**

Yes Explanation/ Additional Information: _____

No

Amount Requested: _____ Amount Budgeted: _____

Fund Name and Account Number: _____

Administration Staff Authorization

Dept. Head Authorization: _____ Date: _____

Finance Dept. Authorization: Natalie Johnson Date: 4-8-16

County Manager Authorization: Randall Dowling Work Session Date: 4-14-16

Comments: _____



DAWSON COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Etowah Water and Sewer Authority license agreement to allow residents of Dawson County to grow crops on property owned by the water and sewer authority.

DATE: April 14, 2016

- RECOMMENDATION**
 POLICY DISCUSSION
 STATUS REPORT
 OTHER

BUDGET INFORMATION: N/A
ANNUAL-
CAPITAL-

COMMISSION ACTION REQUESTED ON: April 21, 2016

PURPOSE: Ratification of Etowah Water and Sewer Authority license agreement dated March 1, 2016 to grow and harvest corn and maintain the access road.

HISTORY:

FACTS AND ISSUES: Etowah Water and Sewer Authority owns 21+/- acres and leases this property out for row crop and road maintenance. The current license agreement began March 1, 2016 and will terminate on March 1, 2018.

OPTIONS: Three options: (1) Ratify the license agreement as presented, (2) Do not ratify the license agreement as presented, (3) Take no action

RECOMMENDED SAMPLE MOTION:
Board consider ratifying the existing license agreement as presented.

DEPARTMENT:

Prepared by: Ginney Tarver

Director Randall Dowing

LIMITED LICENSE AGREEMENT

THIS AGREEMENT made as of the 1st day of March, 2016, by and between the ETOWAH WATER AND SEWER AUTHORITY, a political subdivision of the State of Georgia, (herein called the "Authority") and Tracy Phillips, a (fill in capacity and print. e.g., Georgia corporation, natural person of legal age, etc.) (herein called "Licensee").

WITNESSETH:

WHEREAS, the Authority owns certain property (herein called the "Property") which is located at Dawson Forest Road, Dawson County, Georgia; and,

WHEREAS, the Authority owns said property, namely flood plain areas which have historically been used to grow corn, and

WHEREAS, the parties agree and understand that Licensee desires to grow and harvest corn and maintain the access road on the above-described real property;

NOW THEREFORE, for consideration of ten (\$10.00) dollars and other tangible and valuable consideration in hand paid by Licensee,

The Authority grants, through the duly delegated authority to its General Manager, this LICENSE to enter onto said property for the purposes of growing corn and maintaining the access road during the time period from March 1, 2016 to March 1, 2018.

Licensee understands that by granting this limited license for the above-stated purpose licensee shall not be considered by either party to be an invitee of EWSA or be considered to be under contract with the Authority for the said activities.

Licensee understands and agrees that Licensee shall be responsible for any persons, employees, agents, contractors of licensee or for any persons Licensee brings onto said property during the period of removal of the said structures and further agrees to indemnify and defend the Authority and hold the Authority harmless as against any claims or causes of action (including reasonable attorney's fees, judgments and costs) brought against the Authority by any of the above for any reason whatsoever while on said property for the purposes of this license.

Licensee assumes the risk of physical or other injury to Licensee and any of Licensee's agents, employees and invitees while on the subject property.

Licensee understands and acknowledges that this License and waiver binds the heirs, administrators, executors, personal representatives and assigns of Licensee.

BY: Brooke Anderson
Brooke Anderson, General Manager

Attest: Sophia Dearwent
Sophia Dearwent, Executive Assistant

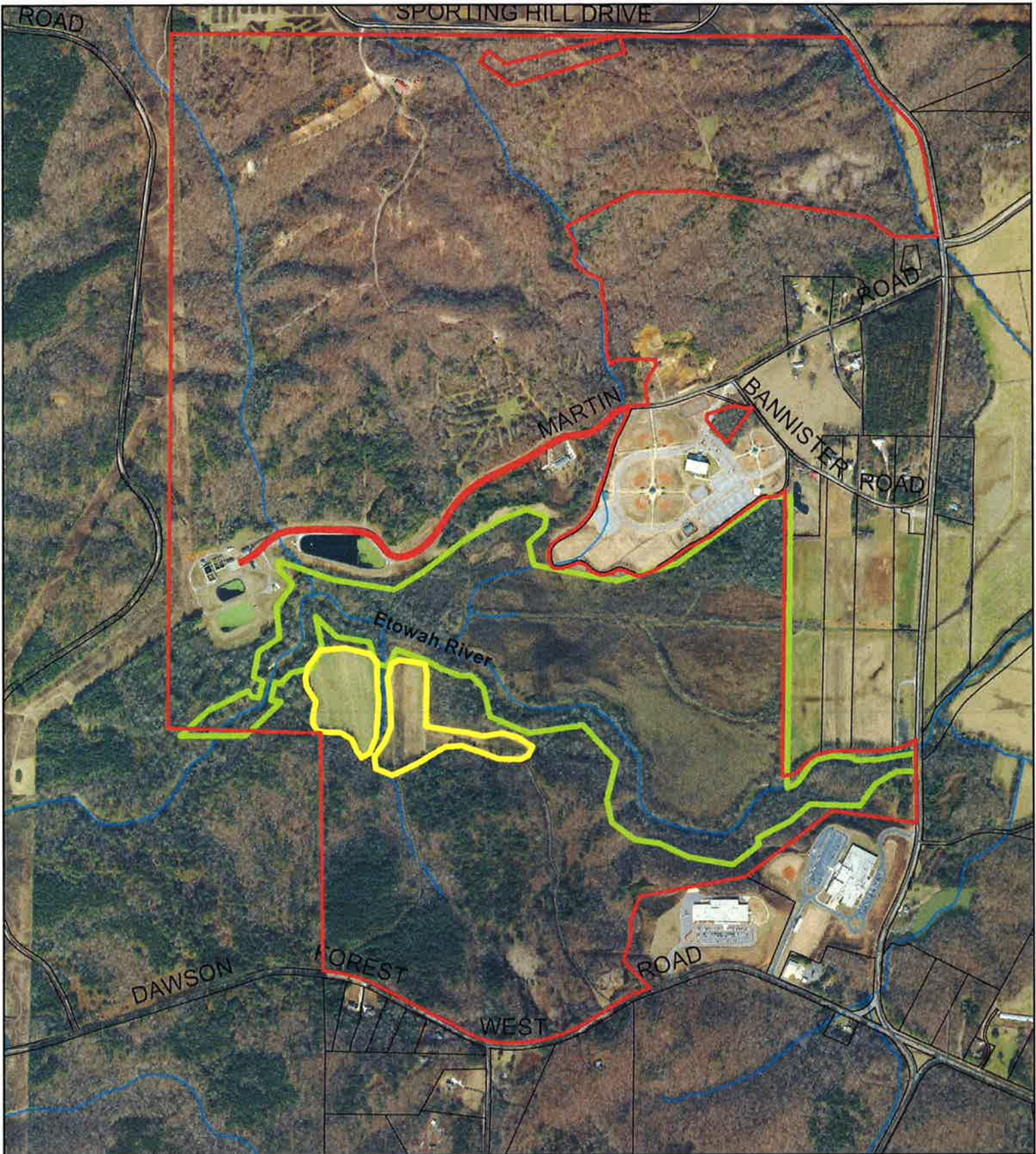
LICENSEE

BY: Tracy Phillips
Tracy Phillips

Address: 1253 Shoal Creek Rd
Dawsonville GA 30534

Phone: 706 265 1337

Witness: Frank J Smith



**County/EWSA Parcel Highlighted in Red
 approx 1100 Acres
 Field Area Approx. (21) Acres
 highlighted in Yellow**

Backup material for agenda item:

9. Presentation of Request for additional funds to cover legal settlement - County Attorney
Joey Homans



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST

All items requiring action by the Commissioners must be presented first at a work session. The following information should be provided for each item.

No item will be considered for a work session until the Department has received authorization on the item by the County Manager.

Form must be submitted to the County Clerk 10 days prior to the meeting date.

Department: Finance on behalf of Clerk of Court

Presenter: Joey Homans, County Attorney

Submitted By: Natalie Johnson

Date Submitted: 04/05/2016

Item of Business/Agenda Title: Budget amendment to transfer funds from General Government to Clerk of Court to fund the Paul Many legal settlement.

Attach an Executive Summary fully describing all elements of the item of business. (Attached)

THE ITEM IS FOR:

Work Session presentation only
(no action needed)

OR **Commission Action Needed.**

Is there a deadline on this item? If so, Explain: None

Purpose of Request: Budget amendment to transfer funds from General Government to Clerk of Court to fund the Paul Many legal settlement.

Department Recommendation: Approve budget amendment in the amount of \$4,950.

If the action involves a Resolution, Ordinance, Contract, Agreement, etc. has it been reviewed by the County Attorney?

Yes Explanation/ Additional Information: Legal settlement was approved by the County Attorney and signed by the Board Chairman.
 No

If funding is involved, are funds approved within the current budget? **If Yes, Finance Authorization is Required Below.**

Yes Explanation/ Additional Information: Requesting funds to be transferred from General Government – Contingencies account to Clerk of Court's - Payment to Others account to fund the Paul Many legal settlement.
 No

Amount Requested: \$4,950

Amount Budgeted: \$50,000 (General Fund Contingencies)

Fund Name and Account Number: 100-00-1500-579000-000 General Fund Contingencies

Administration Staff Authorization

Dept. Head Authorization: _____ Date: _____

Finance Dept. Authorization: Natalie Johnson Date: 04-05-2016

County Manager Authorization: Randall Dowling Work Session Date: 4-14-16

Comments:

Attachments:



DAWSON COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Budget Amendment to Transfer Funds from General Government to Clerk of Court to Fund the Paul Many Legal Settlement.

DATE: 4/5/2016

RECOMMENDATION

POLICY DISCUSSION

BUDGET INFORMATION:

STATUS REPORT

ANNUAL-

OTHER

CAPITAL-

COMMISSION ACTION REQUESTED ON: 4/21/2016

PURPOSE: To request a budget amendment to transfer funds from General Government to Clerk of Court to fund the Paul Many legal settlement.

HISTORY:

FACTS AND ISSUES:

OPTIONS: Approve budget amendment in the amount of \$4,950 as submitted.

RECOMMENDED SAMPLE MOTION:

Motion to approve budget amendment from General Fund - Contingencies account to the Clerk of Court's - Payment to Others account in the amount of \$4,950 as recommended.

DEPARTMENT:

Prepared by: Natalie Johnson

Director _____

Backup material for agenda item:

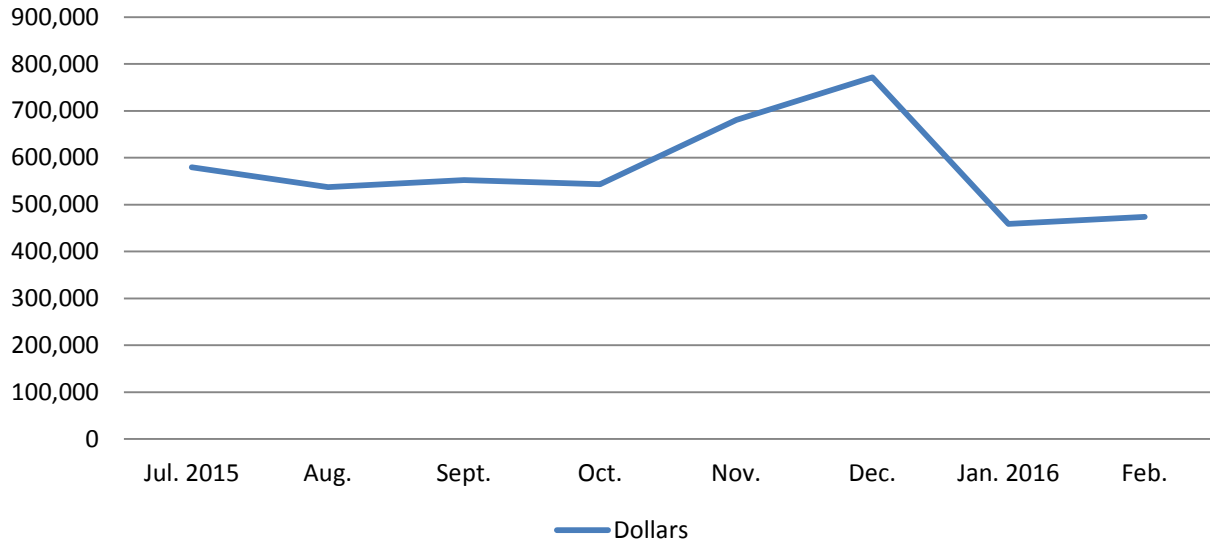
11. County Manager Report



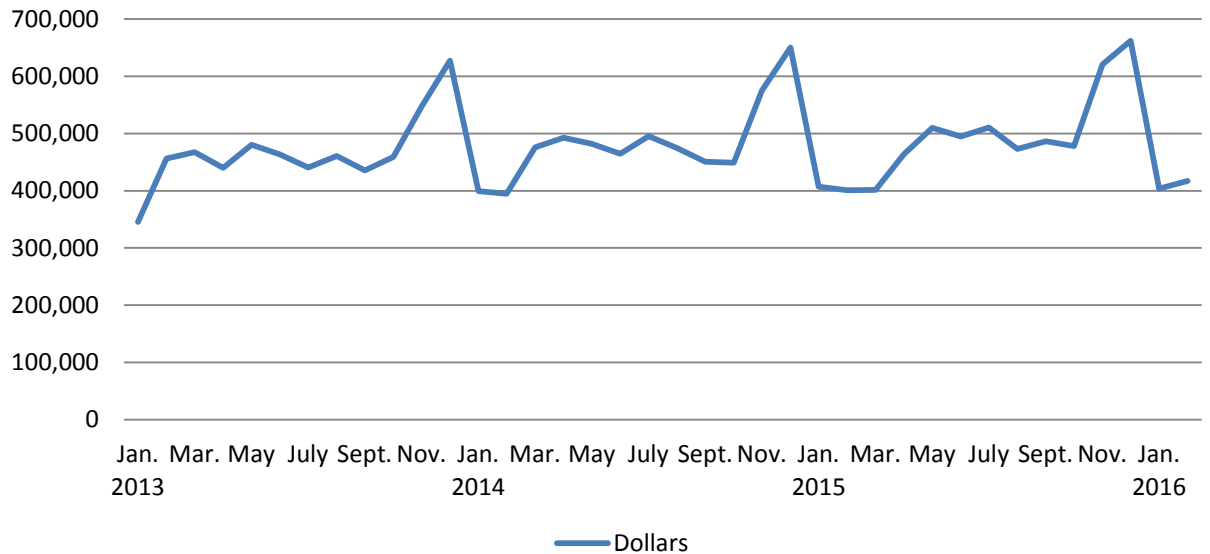
Key Indicator Report

March 2016

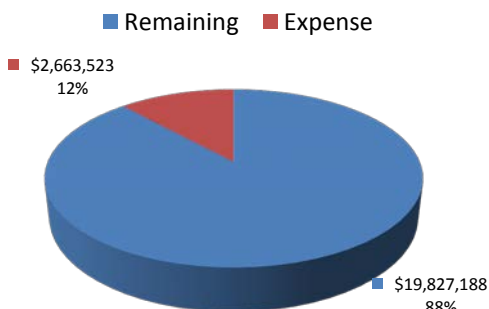
1% SPLOST VI COLLECTION CHART



LOST COLLECTION CHART



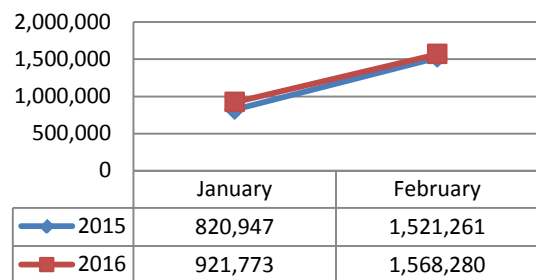
Budget



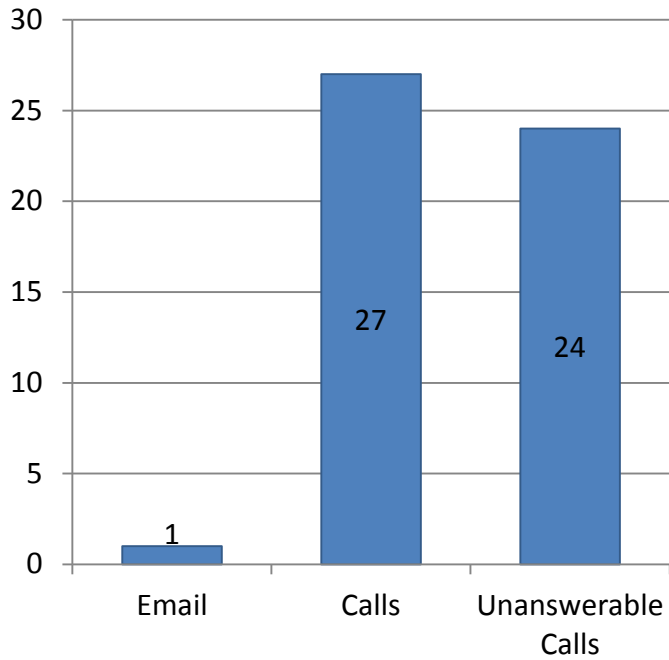
Through 02/29/16

100

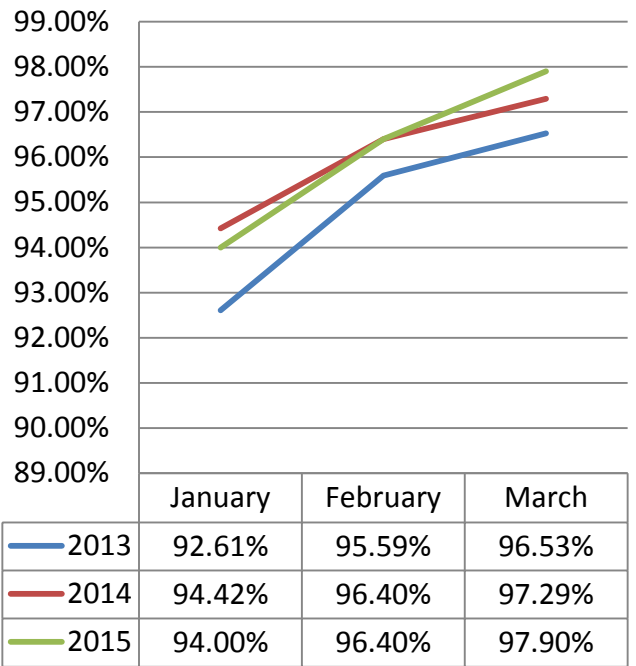
All Revenue Per Month



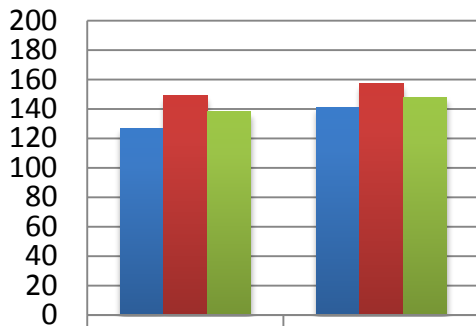
311 Requests



Property Collections

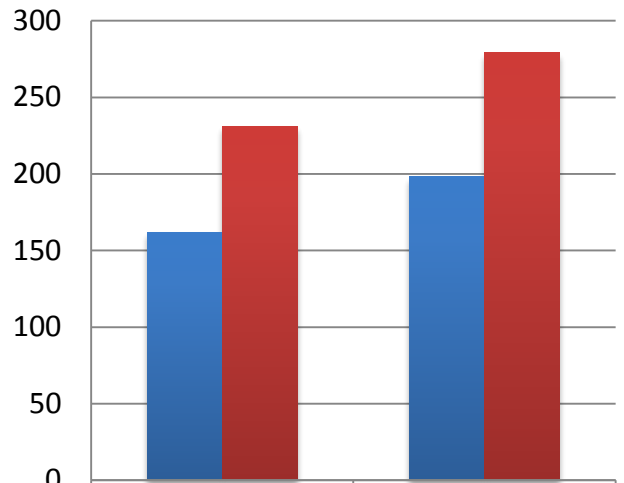


Inmate Population



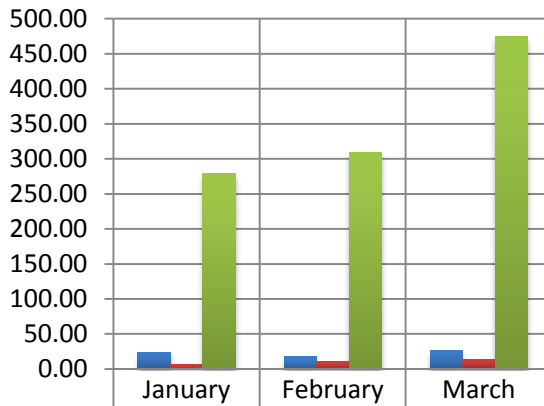
	March 2015	March 2016
Lowest Daily Count	127	141
Highest Daily Count	149	157
Daily Average	138	148

EMS/Fire Calls for Service



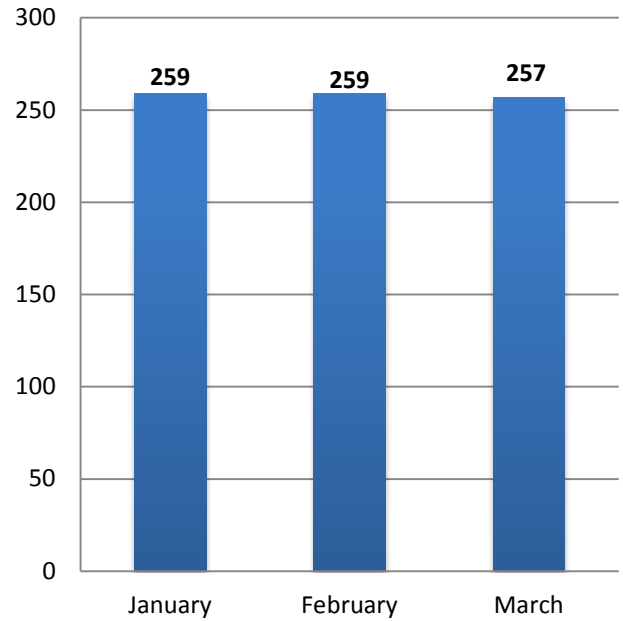
	March 2015	March 2016
EMS	162	198
Fire	231	279

Recycling

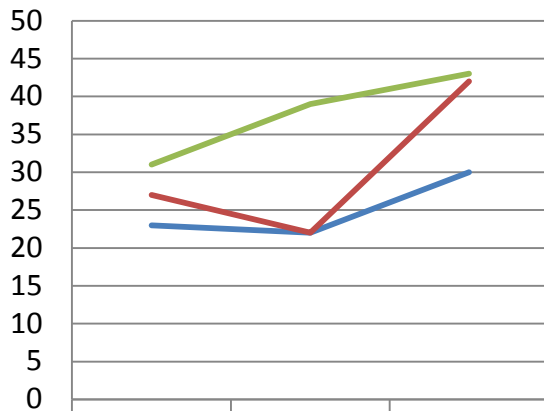


	January	February	March
Recycling Other Than Metal	23.68	17.97	25.63
Scrap Metal	6.47	10.30	14.09
Refuse	278.68	308.62	475.24

Number of Employees

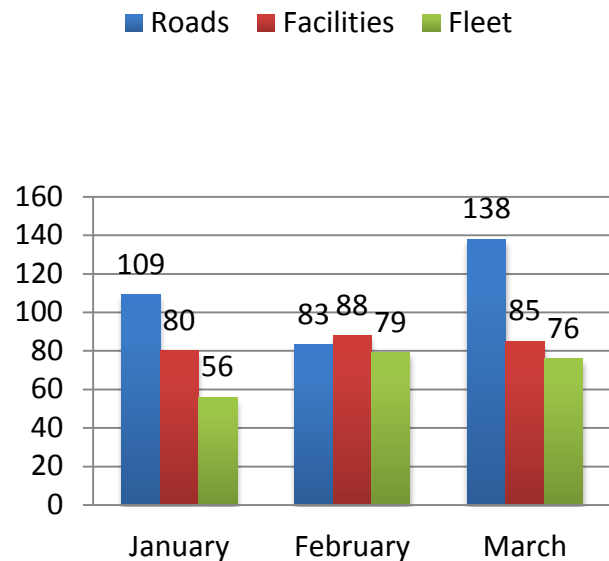


Permits Issued (Planning & Development)



	January	February	March
2014	23	22	30
2015	27	22	42
2016	31	39	43

Repair Requests (Public Works)





Dawson County Board of Commissioners

Elections/Registrar Monthly Report – March 2016

- **New Applications/Transfers In: 443**
- **Changes/Duplicates: 5,076 * (see below)**
- **Cancelled/Transferred Out: 159**
- **Total Processed: 5,678**

HIGHLIGHTS

Voter Registration Projects:

- Processed all new registrations and/or changes that were held for the voter registration cutoff through the Presidential Primary Election (approximately 650).
- *Changes/Duplicate numbers continue to be large due to remaining Presidential Primary voters receiving credit for voting.
- Absentee-by-Mail begins for the General Primary on April 5th. Ballots have been proofed, printed/received and tested; ready for mailing. There are 127 “Roll over” voters (elderly, disabled & military) to be mailed at this time.

Elections Projects:

<u>Election Schedule for 2016:</u>	<u>Date</u>	<u>VR Cutoff</u>	<u>Advance Voting</u>
Presidential Preference Primary	3/1/16	2/1/16	2/8–2/26
	➤ 50.94% turnout (comparable year of 2012 was 33.34%) 1909 voted Early		
General Primary/Special Election	5/24/16	4/26/16	5/2–5/20 (M-F 8a-5p) ~ Sat 5/14 (9a-4p)
General Primary Runoff	7/26/16	4/26/16	7/5–7/22 (M-F 8a-5p)
General/Special Election	11/8/16	10/11/16	10/17–11/4 (M-F 8a-5p) ~ Sat 10/29 (9a-4p)
General Election Runoff	12/6/16	10/11/16	As soon as possible after certification of General.
General Runoff (Federal Offices)	1/10/17	10/11/16	12/19/16-1/6/17 (8a-5p) ~ Sat 12/19/16 (9a-4p)

Highlights of plans for upcoming month:

- Logic & Accuracy testing for paper & electronic voting equipment in preparation for the May 24th Primary.
- Received training for new upgrades in Easy Vote; task lists will be updated and all poll workers trained in these updated features.
- Set poll worker trainings, contact workers and schedule accordingly.
- Inventory/order supplies and other tasks required in preparation for the May Primary.



Dawson County Board of Commissioners

Emergency Services Monthly Report – March 2016

Fire Responses	January	February	March
2014	268	202	268
2015	280	273	231
2016	215	215	279
EMS Responses	January	February	March
2014	193	174	209
2015	214	179	162
2016	208	173	198

Plan Reviews: 9

EMS Revenue:

- February 2015 - \$ 42,803.82
- February 2016 - \$ 45,761.24
- 7% increase

Plan Review and Inspection Revenue Total: \$ 2,190.59

- County: \$ 2,090.59
- City: \$ 100.00

Business Inspections Total: 67

- County follow-up: 3
- City follow-up: 0
- County final inspection: 13
- City final inspection: 1
- County annual inspections: 50
- City annual inspections: 0

HIGHLIGHTS

Dawson County Emergency Services Projects:

- Training hours completed by staff: 1,032.5
- PR Details: 3, 12-kids, 4-adults
- Smoke detector installations: 7 and 2 batteries
- Search and Rescue: 2
- 3 days of SLICERS (Live Fire Strategies) training for career and volunteer staff
- 3 days of Child Abuse Training conducted on site by Children's Healthcare of Atlanta
- Fire investigation: 1, 1-court case, 1-grand jury case
- Hiring process of new personnel
- Child Safety Seat Installations: 2
- Total water usage: EWSA: 6000 gallons; 104 0 gallons



Dawson County Board of Commissioners

Facilities Monthly Report – March 2016

- **Total Work Orders: 85**
- **Community Service Workers: 14**

HIGHLIGHTS:

- County-wide annual inspection of all buildings and facilities
- Inspection and inventory of Dawson County Government Surplus
- Updated ACCG list of Dawson County properties
- Spring clean-up and annual Spring landscape maintenance



FACILITIES DEPARTMENT

MONTHLY REPORT

For Period Covering the Month of MARCH 2016

SN	TASKS/ WORK DONE	LOCATION/S of Service
1	Fixed the plumbing issues at the new jail	DCSO - LEC New Jail
2	Added and replenished the landscaped outdoor grounds with 730 bales of pine straw	Government Center
3	Inspected all Dawson County buildings (inside and out)	Dawson County Properties
4	Inspected, prepared and submitted the required list of Government Surplus	Dawson County Properties
5	Corrected and fixed the general problems/issues on maintenance at FS-3	EMS - Fire Station 3
6	Replaced the HVAC unit at KH Long building for suite 103	KH Long Building
7	Replaced the HVAC unit at the Senior Center	Senior Center
8	Repaired and replaced lights at the parking lots using rented lift from Home Depot	Government Center
9	Repaired and replaced lights at the parking lots using rented lift from Home Depot	Library
10	Repaired and replaced lights at the parking lots using rented lift from Home Depot	EMS - Fire Station 2
11	Replaced the door lock at the office of Judge Thurmond	Government Center
12	Repaired the HVAC unit at the FS-3	EMS - Fire Station 3
13	Made updates on ACCG list of Dawson County properties	Dawson County Properties
14	Replaced the hot water igniter	Government Center
15	Cleaned the Canoe Put-In after major or heavy rain downfall on 03/16/16	Parks & Rec: Canoe Put-In
16	Framed wall and added sheet rock	EMS - Fire Station 3
17	Added lights, repaired/replaced door	EMS - Fire Station 3
18	Completed paint job	EMS - Fire Station 3
19	Painted and replaced step boards at the boat ramp	War Hill Park
20	Cut and mow the grass	War Hill Park
21	Painted all the trash cans, money box, and sign posts	War Hill Park
22	Added millings to cover the large hole at the Fleet Shop	Fleet Maintenance
23	Replaced the door at the crawl space of Historic Jail	Historic Jail
24	Repaired and painted the outside columns	Agriculture Center
25	Removed old shrubs and replaced new ones on landscaped area	Health Department
26	Painted columns, repaired drainage problems, and gutters	Health Department
27	Repaired major roof problems	DCSO - LEC New Jail
28	Planted additional tree, sprayed weed killer	EMS - Fire Station 2
29	Added mulch on the landscaped area	EMS - Fire Station 2
30	Sprayed weed killer and added mulch on the landscaped area	EMS - Fire Station 1
31	Painted roof, windows, side stairs and front stairs	Historic Jail
32	Replaced six (6) deck boards	Amicalola, H-way 53
33	Total number of Work Orders for the month of MAR 2016 = Eighty Five (85)	Facilities
34	Total number of Community Service Work for MAR 2016 = Fourteen (14)	Facilities

These numbers do not reflect daily/ weekly routine duties to include:

- Cutting of grass and landscape maintenance on all county properties
- Cutting of grass and landscape maintenance on all five (5) parks on the west side of county
- Cleaning of the new government center and other county owned buildings, offices and facilities
- Emptying outside trash receptacles at county owned buildings
- Collecting and recycling of all county buildings, offices and facilities

Noted By: _____

JAMES TOLBERT, Facilities Director

Prepared By: MVBosten, 040416



FACILITIES-IT DEPARTMENTS

VEHICLE MONTHLY SUMMARY TRACKING SHEET

For the Month Covering MARCH 2016

DEPARTMENT/S: FACILITIES & IT

DATE:

4/4/2016

VEHICLE DETAILS											
DEPARTMENT	VEH. MAKE	VEH. MODEL	VEH. YEAR	VIN #	VEH. TAG NO.	FUEL TYPE	ASSIGNED OPERATOR/ USERS	BEGINNING MILEAGE	ENDING MILEAGE	FUEL CONSUMPTION	VEHICLE ISSUE/ UPDATE
FAC	FORD	F-150	2003	1FTRF18WX3NB25308	158250	GAS	BOSTEN, VICTORIA	121,734	121,832	11.00	
FAC	FORD	F-150	1996	1FTDX1766VNB73903	562	GAS	FOX, DAVID	122,705	123,055	20.00	
FAC	FORD	F-250	2003	1FDNW21653EC35151	158256	GAS	PARKER, DONNIE	106,162	106,650	52.40	
							PATRICK, RANDY				
FAC	FORD	F-150	2003	2FTRF18W33CA47279	158249	GAS	TOLBERT, JAMES	131,794	132,895	75.50	
FAC	FORD	F-250	2007	1FTSW20568EA07998	GV90403	GAS	WADE, ALLEN	87,851	88,618	88.40	
FAC	FORD	F-150	1997	1FTZF18WMA25537	565	GAS	LYNN, DAVID	168,819	168,855	0.00	
							WATERS, MAYNARD				
IT	FORD	SPORT TRAC	2008	1FEU31EA8UB23715	GV90472	GAS	ROLAND, ROBIN	79,438	NR	No Info/ NFD	No report provided/ No fuel receipt dispensed



Dawson County Board of Commissioners

Finance Monthly Report – March 2016

FINANCE HIGHLIGHTS

- **LOST Collections:** \$417,338 – up 4.0% compared to 2015.
- **SPLOST Total Collections:** \$474,268 – up 4.0% compared to 2015. *(The County's portion of SPLOST collections are down 11.6% due to the change in distribution from 100% for SPLOST V to 85% for SPLOST VI as of July 2015.)*
 - \$403,128 – County Portion (85%)
 - \$71,140 – City Portion (15%)
- **TAVT:** \$59,291 – down 16.5% compared to 2015
- **See attached Revenue and Expenditure Comparison for 2016**
- **Total County Debt:** \$3,566,308.31 (See attached Debt Summary)
- **Audit Status:** Auditors have completed their FY 2015 fieldwork. Draft financials are due to the County on April 22, 2016.
- **Budget Status:** Planning has started for the FY 2017 – 2019 budget process.

PURCHASING HIGHLIGHTS

Formal Solicitations

- Skid Steer
- Park Field Repair
- Old Jail Demolition (SPLOST V)
- Dawson Forest Road Rehabilitation
- Dawson Forest Pipe Replacement

Informal Solicitations

- Roof and gutter repair at DCSO
- John Deere Gator for RCP
- Gooseneck trailer for Roads Dept.
- Tennis court resurfacing at RCP
- Summer/Fall 2016 Activity Guides for Park & Rec
- Family Connection Board of Directors insurance
- Energov app for iPads for building inspections and code enforcement
- Repair on old SCBAs for DCES

Pending Projects

- Inmate Food Service
- Cardiac Monitors (2)
- IT Servers (Revised)

- Paving Equipment Repair
- Heavy Equipment Repair
- Tractor & Mower Repair

Work in Progress

- Ambulances (SPLOST VI)
- Ambulance Billing
- DCSO Vehicles – On order
- Vehicles for General Government

Future Bids

- Heavy Truck Repair
- Sports Officials
- HVAC at DCGC
- Standby Services

Future Bids – SPLOST VI

- Spreader Body Dump Truck
- Kelly Bridge Road Project (2)
- Dump Trucks
- Steve Tate Highway Road Project (2)

**Budget to Actual
February Collections Reported in March**

	Actual at 2/29/2016 (1)	Percent of Budget Actually Collected/ Expended	2016 BOC (2) Approved Budget	Over(Under) Approved Budget	Percentage Over(Under) Approved Budget
Revenue	\$ 2,490,053	11.07%	\$ 22,490,711	\$ (20,000,658)	-88.93%
Expenditures	2,663,523	11.84%	22,490,711	(19,827,188)	-88.16%
	<u>\$ (173,470)</u>	<u>-0.77%</u>	<u>\$ -</u>	<u>\$ (173,470)</u>	<u>-0.77%</u>

***NOTE:** Adjustments will be made during the year-end close out. The actual revenue and expenditure totals are subject to change pending normal year-end adjustments such as accruals and results of the audit.

(1) Reporting actuals as of 2/29/2016 because revenue collections are 30 days behind. The LOST revenues for the month of February 2016 were received in March 2016.

(2) Change in total budget due to account adjustments:

\$ 22,458,521	Original Budget
\$ 28,777	Donation Carryover Balances
\$ 325	January Donations Received
\$ 3,088	February Donations Received
<u>\$ 22,490,711</u>	Revised Budget

**ACTUAL COMPARISON
JANUARY - DECEMBER 2016**

MONTH	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec*	YTD
2015 REVENUE	820,947	1,521,261	1,480,682	1,617,781	1,596,514	1,714,955	1,607,405	1,671,225	1,608,433	1,687,168	1,725,381	2,090,967	19,142,719
2016 REVENUE	921,773	1,568,280											2,490,053
% CHANGE	12%	3%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-87%
2015 EXPENSE	1,105,357	1,407,334	1,444,093	1,552,000	1,759,627	1,794,836	1,587,590	1,440,349	1,785,738	2,050,779	1,583,577	1,860,010	19,371,290
2016 EXPENSE	1,188,905	1,474,618											2,663,523
%CHANGE	8%	5%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-86%
2015 Total Rev-Exp	\$ (267,132)	\$ 93,662	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(173,470)

REVENUE
YTD 2015 2,342,208
YTD 2016 2,490,053
% Changed 6.31%

EXPEDITURES
YTD 2015 2,512,691
YTD 2016 2,663,523
% Changed 6.00%

***NOTE:** Adjustments will be made during the year-end close out. The actual revenue and expenditure totals are subject to change pending normal year-end adjustments such as accruals and results of the audit.

LOST COLLECTIONS BY SALES MONTH	2012						2013		2014 TOTAL OF LOST & TAVT
	2007 LOST	2008 LOST	2009 LOST	2010 LOST	2011 LOST	2012 LOST	2012 CONVERTED LOST	TOTAL OF LOST & TAVT	
JANUARY	427,078	311,874	354,720	369,174	328,893	370,550	379,168	345,607	473,779
FEBRUARY	379,871	397,116	274,907	351,667	388,129	419,291	429,042	456,057	461,565
MARCH	436,637	481,885	537,310	364,950	415,995	455,290	465,879	489,324	563,503
APRIL	527,148	420,013	378,111	397,231	427,721	434,896	445,010	524,594	573,352
MAY	487,877	444,481	356,278	427,034	416,451	499,434	511,049	549,846	571,704
JUNE	417,191	427,008	438,812	402,680	414,777	467,551	478,424	538,357	550,402
JULY*	547,443	400,807	413,304	410,466	502,962	491,524	502,955	515,807	580,004
AUGUST	443,874	383,235	370,932	410,825	424,917	449,745	460,204	523,490	548,897
SEPTEMBER	468,792	416,854	384,882	402,478	440,780	451,155	461,647	511,552	534,645
OCTOBER	465,104	385,729	404,927	391,190	401,269	447,804	458,218	528,647	524,554
NOVEMBER	491,703	420,202	478,122	474,131	483,604	516,419	528,429	597,545	637,071
DECEMBER	529,043	526,677	369,174	534,286	588,809	625,589	640,138	707,147	749,414
PRORATA DISTRIBUTION			27,742	3,429	10,298	2,778	2,843		2,712
TOTAL	\$ 5,621,761	\$ 5,015,881	\$ 4,789,221	\$ 4,939,542	\$ 5,244,606	\$ 5,632,027	5,763,005	\$ 6,287,973	\$ 6,771,602

Note: The 2013 LOST distribution percentage changed from 86%/14% in 2012 to 88%/12% in 2013 as a result of LOST negotiations. Therefore, the dollar and percentage change calculations convert the 2012 figures to the 2013 percentage distribution.

DAWSON COUNTY LOST COLLECTION ANALYSIS

LOST COLLECTIONS BY SALES MONTH	2015			2016			2017			2018			2019			2020		
	LOST	\$ CHANGE	%CHANGE	TAVT	TAVT \$ CHANGE	TAVT % CHANGE	LOST & TAVT	\$ CHANGE	% CHANGE	LOST	\$ CHANGE	%CHANGE	TAVT	TAVT \$ CHANGE	TAVT % CHANGE	LOST & TAVT	\$ CHANGE	% CHANGE
JANUARY	407,119	7,902	2.0%	99,691	25,129	33.7%	506,810	33,031	7.0%	403,647	(3,472)	-0.85%	88,609	(11,082)	-11.1%	492,256	(14,554)	-2.9%
FEBRUARY	401,048	6,404	1.6%	70,976	4,055	6.1%	472,024	10,459	2.3%	417,338	16,290	4.06%	59,291	(11,685)	-16.5%	476,629	4,605	1.0%
MARCH	401,681	(74,041)	-15.6%	94,563	6,782	7.7%	496,244	(67,259)	-11.9%									
APRIL	463,433	(27,762)	-5.7%	110,268	28,111	34.2%	573,701	349	0.1%									
MAY	509,230	27,352	5.7%	85,934	(3,892)	-4.3%	595,164	23,460	4.1%									
JUNE	494,999	30,556	6.6%	101,458	15,499	18.0%	596,457	46,055	8.4%									
JULY*	510,294	14,786	3%	104,987	20,491	24.3%	615,281	35,277	6.1%									
AUGUST	472,899	(1,564)	-0.3%	103,028	28,594	38.4%	575,927	27,030	4.9%									
SEPTEMBER	486,278	35,902	8%	89,242	4,973	5.9%	575,520	40,875	7.6%									
OCTOBER	478,120	29,305	6.5%	80,721	4,982	6.6%	558,841	34,287	6.5%									
NOVEMBER	618,782	44,659	7.8%	74,308	11,360	18.0%	693,090	56,019	8.8%									
DECEMBER	662,138	12,142	1.9%	100,841	1,423	1.4%	762,979	13,565	1.8%									
PRORATA DISTRIBUTION	2,774						2,774	62	2.3%									
TOTAL	\$ 5,908,795	\$ 105,641		\$ 1,116,017			\$ 7,024,812	\$ 253,210	47.9%	\$ 820,985	\$ 12,818		\$ 147,900			\$ 968,885	(\$ 9,949)	-1.9%

FY15 LOST & TAVT	7,024,812
FY14 LOST & TAVT	6,771,602
FY13 LOST & TAVT	6,287,973
FY13	5,623,424
FY12 CONVERTED	5,763,005
FY12	5,632,027
FY11	5,244,606
FY10	4,939,542
FY09	4,789,221
FY08	5,015,881
FY07	5,621,760
FY06	5,608,446
FY05	4,426,013
FY04	3,527,663

FY15 ACTUAL TO DATE	\$808,167
FY16 ACTUAL TO DATE	\$820,985
\$ DIFFERENCE	12,818
% DIFFERENCE	1.59%

BELOW FIGURES INCLUDE TAVT CALCULATIONS

FY15 ACTUAL TO DATE	\$978,834
FY16 ACTUAL TO DATE	\$968,885
\$ DIFFERENCE	(9,949)
% DIFFERENCE	-1.02%

SPLOST 5					SPLOST 6									
SPLOST COLLECTIONS BY SALES MONTH	% Change		% Change		Total Actual 2015	County (85%)	City (15%)	County % Change FY 15	Total % Change FY 15	Total Actual 2016	County (85%)	City (15%)	County % Change FY 16	Total % Change FY 16
	Actual 2014	FY 14	Actual 2015	FY 15										
JANUARY	453,605	15.46%	462,647	2.0%						458,716	389,908	68,807	-15.7%	-0.85%
FEBRUARY	448,586	-13.46%	455,918	1.6%						474,268	403,128	71,140	-11.6%	4.02%
MARCH	540,714	1.85%	455,951	-15.7%										
APRIL	558,287	11.64%	526,642	-5.7%										
MAY	547,715	0.38%	578,703	5.7%										
JUNE	527,878	0.24%	562,521											
JULY*	563,167	12.41%			579,906	492,920	86,986	-12.5%	3.0%					
AUGUST	539,193	2.93%			537,416	456,804	80,612	-15.3%	-0.3%					
SEPTEMBER	511,461	3.38%			552,590	469,702	82,889	-8.2%	8.0%					
OCTOBER	510,053	-2.28%			543,321	461,823	81,498	-9.5%	6.5%					
NOVEMBER	652,499	5.45%			678,241	576,505	101,736	-11.6%	3.9%					
DECEMBER	738,651	3.57%			771,324	655,625	115,699	-11.2%	4.4%					
TOTAL PRORATA DISTRIBUTION					3,152	2,804	348							
PRORATA DISTRIBUTION	3,093		834		2,318	1,970	348							
TOTAL	\$ 6,594,902		\$ 3,043,216		6,708,332	\$ 3,118,153	\$ 550,115			\$ 932,984	\$ 793,036	\$ 139,948		

DAWSON COUNTY
DEBT SCHEDULE
AS OF 02/29/2016

DEBT DESCRIPTION	BANK/PAYEE	CURRENT SOURCE OF PAYMENT	DEBT ORIGINATION DATE	DUE DATE OF FINAL PMT	PRINCIPAL BAL AT 12/31/2015	NEW LOANS IN 2016	2016 PMTS TO DATE		BALANCE DUE	PENDING 2016 PAYMENTS		PROJECTED BAL AT 12/31/2016	NOTES
							PRINCIPAL	INTEREST		PRINCIPAL	INTEREST		
2012 EWSA Bonds	Community & Southern Bank	General Fund	5/14/2012		2,895,000.00	-	15,000.00	42,846.00	2,880,000.00	-	42,624.00	2,880,000.00	Partial defeasement of bonds in April 2012 reduced principal by \$1,525,000. Refunded Bonds and received lower interest rate of 2.96% on 5/14/2012. Interest due semi-annually on March 1 and Sept. 1.
Hwy 9 S land-EWSA Note	Community & Southern Bank	General Fund			Debt - this loan is on EWSA's books, however, the County pays the interest from General Fund (about \$3,700 per month)	-	-	7,393.50	-	-	35,536.50	-	This loan is on EWSA's books, however, thru an intergovernmental agreement, the County pays the interest. Also, any proceeds from the sale of wetland and stream bank credits the County receives is paid toward the principal of the loan. The current principal amount is \$1,431,000 at an interest rate of 3%. Accrued interest will be paid monthly.
Fire Truck Lease	Oshkosh Capital	General Fund	1/24/2011	9/24/2022	744,563.91	-	254,513.60	-	490,050.31	55,770.39	26,900.05	434,279.92	12-yr lease/purchase for 3 pumper trucks; annual payment of \$124,005.66. Paid off portion in 2015 but not received until 2016. Updated amortization schedule as of 1/26/2016.
Vehicle Replacement Lease	BB&T	General Fund	7/8/2015	7/8/2015	196,258.00	-	-	-	196,258.00	64,492.69	2,806.49	131,765.31	This amount was approved for vehicle replacement leases in the FY2015 budget. Eligible departments are working with Purchasing to bid out replacement vehicles.
Totals					\$ 3,835,821.91	\$ -	\$ 269,513.60	\$ 50,239.50	\$ 3,566,308.31	\$ 120,263.08	\$ 107,867.04	\$ 3,446,045.23	



Dawson County Board of Commissioners

Human Resources Department Monthly Report – March 2016

POSITION CONTROL

- Positions approved by BOC: 432
- # of filled F/R Positions: 257
- # of filled F/T Positions: 0
- # of filled Grant Funded Positions: 8
- # of filled P/R Positions: 51
- # of filled P/T Seasonal Positions: 11
- # of Supplemental Positions: 49
- # of Vacant Positions: 23
- # of Frozen Positions: 33
- % of Budgeted/Actual Positions: 87%

ADDITIONAL INFORMATION

- FMLA/LOA tracking: 5
- WC and/or P & L claims filed: 4
- Unemployment claims received: 1
- Performance Evaluations received: 7
- Payroll/Benefit changes keyed: 204

HIGHLIGHTS

Positions Advertised/ Posted: 4

- Emergency Services- Part-Time Firefighter/EMT
- Finance- Chief Financial Officer
- Parks & Rec. – Seasonal Lifeguards
- Public Works- Community Service Coordinator

Applications Received: 15

New Hires added into system: 5

- Eva Bagley- Emergency Services
- Cameron Dean- Emergency Services
- James Key- Emergency Services
- Andrew Lovingood- Parks & Rec.
- David Fulton- Public Works

Terminations Processed: 3

- Dena Bosten- Finance
- Allen Wade- Facilities
- Sara Reeves- Sheriff's Office

Additional Highlights for March

- Hosted two Active Shooter Seminars for all county employees
- Completed ACCG-IRMA Renewal for all county vehicles, equipment, and property covered under our current policy
- HR Director attended two days of GLGPA training in Forsyth, Georgia (The Legal Environment in HR Management and HR Records Management)
- HR Specialist attended Health Promotion Leaders I through LGRMS at Brasstown Valley
- Updated and Re-Launched County Safety Program. First meeting was held on March 29, 2016.



Dawson County Board of Commissioners

Information Technology Monthly Report – March 2016

- **Calls for Service: 133**
- **Service Calls Completed: 133**
- **Windstream visits: 2**

HIGHLIGHTS:

- Working on server replacement project
- Worked on AV issues in the courtroom
- ATT phone project



Dawson County Board of Commissioners

Marshal Monthly Report – March 2016

- **Alcohol License Establishment Inspections:** 1
- **Alcohol Pouring Permits Issued:** 29
- **Animal Control Calls Handled:** 109
- **Animal Bites to Human investigated:** 1
 - 1 Quarantined – Passed
- **Animals Taken to DC Humane Society:** 35
- **Dangerous Dog Classification:** 0
- **Citations Issued:** 4
- **Complaint Calls/In Field Visits:** 72
- **Erosion Site Visits:** 5
- **E-911 Addresses Issued:** 13
- **Non-conforming Signs Removed:** 125

HIGHLIGHTS

- Sgt. Ken Moss continues to cross train with residential building inspections and pass the residential building inspection test.
- 4 citations issued to Mr. Robert Burtchaell concerning his dangerous dog. Magistrate Court has scheduled his hearing for April 20, 2016 at 9:00AM.



Dawson County Board of Commissioners

Parks and Recreation Monthly Report – March 2016

- **Youth Sports Participants**
 - March 2016: 1,064 down 3% compared to same month last year
 - YTD 2016: 2,823 up 32% compared to last year
- **Facility Rentals/Bookings/Scheduled Uses:**
 - March 2016: 1,098 down 9% compared to same month last year
 - YTD 2016: 2,409 down 14% compared to last year
- **Adult and Youth Wellness and Specialty Program Participation:**
 - March 2016: 4,745 up 45% compared to same month last year
(due to Opening Day and the Kare for Kids Community Egg Hunt falling in the same month)
 - YTD 2016: 6,054 up 42% compared to last year
- **Total Customers Served:**
 - March 2016: 6,907 up 29% compared to same month last year
 - YTD 2016: 11,286 up 23% compared to last year

HIGHLIGHTS

Park Special Events:

- Spring Sports “Opening Day” 2016 was held at RCP on March 19th.
- Kare For Kids Community Egg Hunt was held at VMP on March 26th.

Park Projects:

- Quotes were obtained and a vendor secured to resurface all 4 tennis courts at RCP. CourtMakers was the selected vendor. Work will begin in April.
- Bid documents were released and a mandatory pre-bid meeting was held for the Field rehabilitation projects for VMP and RCP. Work will begin in June for this SPLOST funded project.
- Top dressing infields began at RCP.
- War Hill Park opened for the 2016 camping season on March 25th.
- Pool cover was removed in preparation for the upcoming pool season.

Athletic and Program Summary:

- Joey continued his Leadership Dawson participation.
- Additional specialty programs included basketball lessons, dance classes, adult boot camp, Kid Fit, Tai Chi, Kangoo, Yoga, tennis clinics and girls volleyball.
- All spring sports games began on Opening Day for the 2016 spring sports participants.
- Track meets began March 12th.

On the Horizon:

- Tennis Courts at RCP resurfacing begins in April
- Spring fertilization of all fields: April 4-8
- Bids due for ball field rehabilitation on April 1
- Spring Break April 2-9, no games this week
- All Star tryouts for baseball & softball begin in April
- Next Park Board meeting: May 9th at 5:30PM
- US Army Ranger Water Jump at WHP: May 11

Rock Creek Park	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	totals
Tv Room	13	16	12										41
Classroom	21	14	16										51
Community Room	30	42	51										123
Gyms	185	152	130										467
Small Pav.	3	5	8										16
Large Pav.	3	3	5										11
Fields 7-16	20	22	155										197
Soccer Fields	30	25	250										305
Tennis Courts	10	15	15										40
Weight Room	188	248	265										701
2 story/upstairs	15	25	25										65

Veteran's Memorial Park													
Gym	105	75	51										231
Small Pav.	0	0	4										4
Large Pav.	0	0	6										6
Pool	0	0	0										0
Fields 1-6	0	16	90										106
Football Field	0	0	0										0
Other	15	15	15										45
Track/Walking Trail	500	500	500										1500

Pool opened for summer													
------------------------	--	--	--	--	--	--	--	--	--	--	--	--	--

T-Ball Participants	28	101	101										230
BB Participants	65	238	238										541
Adult League	0	0	120										120
Basketball	278	60	0										338
Football	0	0	0										0
Cheer	0	0	0										0
Wrestling	23	0	0										23
Track	3	21	21										45
Travel	65	80	90										235
Instructional League	25	69	69										163
Softball	18	116	116										250
Soccer	247	265	252										764
Swim Team	0	0	0										0
Tournament Participation	0	0	0										0
Volleyball		57	57										114

Monthly Report Totals - 2016

Activity	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
All Sports Day Camp I	-	-	-										0
All Sports Day Camp II	-	-	-										0
Basketball Lessons	8	19	16										43
Basketball Pre-Try Out Prep Camp	-	-	-										0
Battle of the Best Relay for Life Fundraiser	-	1,000	-										1,000
Boot Camp (all classes)	22	22	31										75
Breakfast with Santa	-	-	-										0
Camp of Ballers	-	-	-										0
Cheerleading Camp	-	-	-										0
Circuits & Supersets	-	-	8										8
Community Egg Hunt	-	-	2,000										2,000
Dance	40	40	40										120
Dance Camp	-	-	-										0
Fitness Sampler	6	-	-										6
Guard Prep Camp	-	-	-										0
Kango Power (Jan-Feb = Free class)	10	25	12										47
Kids Fit	-	-	-										0
Lady Tigers Fundamental Basketball Camp (girls)	-	-	-										0
Movies in the Park	-	-	-										0
Pool Swimmers	-	-	-										0
Pups in the Park	-	-	-										0
Rotary Day	-	-	-										0
Sandy's Basketball Camp	-	-	-										0
SilverSplash	-	-	-										0
Speed & Footwork Camp	-	-	-										0
Spring Sports Opening Day	-	-	2,500										2,500
Swim Lessons	-	-	-										0
Tai Chi	5	4	5										14
Tennis Lessons	-	21	30										51
Tigers Fundamental Basketball Camp (boys)	-	-	-										0
Trunk or Treat	-	-	-										0
UFA Soccer Camp	-	-	-										0
Volleyball	-	57	57										114
War Hill Park Guests	-	-	33										33
Water Aerobics	-	-	-										0
Yoga	14	16	13										43
Zumba	-	-	-										0
	105	1,204	4,745	0	0	0	0	0	0	0	0	0	6,054



Dawson County Board of Commissioners

Planning and Development Monthly Report – March 2016

- **Total Building permits Issued**
 - March 2016: 43 up 10%
 - YTD 2016: 113 up 24%
 - Single Family New Homes: 16 up 23%
 - Commercial Buildings: 10 up 25%
- **Business Licenses Issued:**
 - March 2016: 167 down 1%
 - YTD 2016: 510 up 9%
- **Total Building Inspections Completed:**
 - March 2016: 338 down 6%
 - YTD 2016: 990 up 45%
- **Variances/Zonings Processed:**
 - March 2016: 3 flat
 - YTD 2016: 12 down 8%
- **Plats Reviewed:**
 - March 2016: 14 up 75%
 - YTD 2016: 32 up 19%
- **Total Stormwater/Erosion Inspections: 18**
- **Total Stormwater Warnings/Stop Work Orders Issued: 0**
- **Total Civil Plan Review Meetings: 1**
- **Total Building Plan Review Meetings: 9**

HIGHLIGHTS

Planning Projects:

- GATEway Grant landscape plan has been approved. Received approved plans and attended kick-off meeting with GDOT Inspector. Received approved GDOT approved plans for Whitmire Road/GA 400 intersection improvements to verify if landscape plan requires revisions. Will bid project summer 2017 to install fall 2017.
- Director Burton and Niki McCall attended Community Planning Institute Training concerning comprehensive plan update requirements on March 11th.
- Robbie Irvin, Stormwater Manager, attended the Coosa-N GA Regional Water Planning Council Meeting on March 23rd.
- Niki McCall, Zoning Administrator, attended Planning and Zoning 101 training through the Carl Vinson Institute on March 31st.
- Additional feedback was requested of ISO concerning the Planning Department's audit scores on March 8th. We are still waiting for a response from their review of our previous audit in comparison to this year's.

- Preparing RFP for GA 53 Corridor Overlay District to be released in April/May, 2016.
- Implementation of iPads with iG application began week of March 28th by building inspectors in the field to streamline field inspections.

Newly Licensed Businesses:

- 7 Commercial based businesses
- 17 Home based businesses

Highlights of plans for upcoming month:

- April 19th Planning Commission Items: 2 variance cases (front/side setback reduction for 6104 Hwy 53 E; and setback/buffer reduction and GA 400 architectural requirements variance for 6802 Hwy 53 E, Slack Auto Parts)
- Upcoming Plan Review Meetings:
 - April 14: Dawson Vision civil plans; Dawson Crossroads Wall 8 plans
- Director Burton will attend Dawson Leadership class on April 13th.
- Director Burton and Niki McCall will attend Community Planning Institute training class March 11th.
- Diane Callahan, Office Manager, will attend Georgia Association of Business Tax Officials training April 11-12.
- Director Burton working on updating/status of DCARGIS website for GIS data. Currently the website has not been updated since 2008.

Dawson County

March 2016

New Business Licensing

Dawson County has seven (7) new Commercial Businesses that have opened this month:

1. AAA Boat Repair LLC – Boat Repair
192 Glen Pirkle Road
2. Atlas Propane Industries LLC – Storage Facility
170 Easy Street– Storage Facility
3. Burgers and Custard Corporation - Restaurant
252 South 400 Center Lane
4. Craze Boutique LLC – Retail Women’s Clothing
800 Hwy 400 South, Suite 785
5. Jesus Corro Garcia – Charlie’s Tire Shop – Retail Tires
5816 Hwy 53 E
6. Sage Hair Studio LLC – Hair Salon
66 South 400 Center Lane, Suite 115
7. The Little Kitty Corp LLC DBA Friedman’s Firearms – Internet Sales – Firearms/Sporting Goods
258 Beartooth Parkway, Suite 100

Home Based Business has twelve (12) new locations and Home Office Business Licenses:

1. All Purpose Carpentry – Carpentry
611 Dollar Road
2. Brooks Electrical Services LLC – Electrical Contractor
586 Upper Sassafras Parkway
3. Canoe Car Care – Auto Car/Detailing
55 Yunsoo Place W
4. Gene Adams – Atlanta Roofing Systems – Roofing Contractor
135 Deep Forest Trail
5. Julia Mitchum – Fun Vacations and Destinations – Travel Consultant
210 Harmony Church Road
6. Mike Golota DBA Golota Building Services – General Contractor
244 Toto Creek Drive E
7. O’Brien Custom Builders LLC – General Contractor
18 Oak View Lane
8. Peggy Johnson – Chips-n-Shavings – Crafts
6223 Grover Burt Road
9. Skeeter Defeaters Mosquito Control LLC – Pest Control
319 Chumbley Road
10. Smooth Transitions of North Georgia LLC – Consulting - Monitoring Services
607 Wildcat Drive
11. TruCut Lawncare LLC – Lawn Maintenance
28 Dawson Manor Court
12. UF Ammonia Services Inc. – Safety 122 ing & Training
56 Tsiskwa Place



Dawson County Board of Commissioners

Public Affairs Monthly Report – March 2016

Website Activity

- Page Views: 125,935; 56% increase from March 2015
- Unique Visitors: 14,726; 13% increase from March 2015

Social Media

- Contacts/Fans: 1,192 (Facebook); 31% increase from March 2015
- Contacts/Followers: 146 (Twitter); 100% increase from March 2015

Citizen Care:

- Requests: 1 (information requests: 1; work requests: 0)
- 311 Calls: 27 (24 static or no connection; 3 wrong number)

HIGHLIGHTS

Social Media and Website Promotions:

- March newsletter
- Inclement weather on March 3
- Daylight Saving Time
- Save the date: Recycling Day
- Save the date: Camping Season Opens
- KDCB Clean Your Block Party
- DCES Received Grant from Firehouse Subs
- Spring Sports Opening Day
- KARE for Kids Community Egg Hunt
- Senior Center Thank-You to Dawson County Woman's Club
- Save the date: Visual Arts Program
- Save the date: Library Event
- 4 Job postings: CFO, PW Community Service Coordinator, Lifeguard, and FF/EMT

Plans for Upcoming Month:

- April newsletter
- Camping Season Opens
- 4-H Fundraiser: Vidalia Onions
- 4-H Rabies Clinic
- Visual Arts Program
- Begin promotion of the following events in April (events will occur in May):
 - Arbor Day Celebration: May 6
 - Tire Amnesty Day: May 14
 - Relay for Life: May 14
 - Health / Wellness Fair: May 14
 - DCES Boot Drive: May 26-28
 - Pool and Splash Pad Opening: M
 - Memorial Day: May 30



Dawson County Board of Commissioners

Public Works Monthly Report – March 2016

ROADS:

- Work Orders: 138
- Mowing: 32.9 miles
- Gravel: 965.28 tons

ENGINEERING:

- Completed Dawson Forest Road bid specs.

TRANSFER STATION:

- Solid Waste: 475.24 tons
- Recycling: 25.63 tons
- Recycling scrap metal: 14.09 tons

FLEET:

- Repair requests: 76



Dawson County Board of Commissioners

Senior Services Monthly Report – March 2016

SENIOR CENTER

- **Home Delivered Meals Served**
 - March 2016: 1,840 down 3% compared to same month last year
 - YTD 2016: 2,847 down 5% compared to last year
- **Congregate Meals Served**
 - March 2016: 575 up 16% compared to same month last year
 - YTD 2016: 900 up 16% compared to last year
- **Physical Activity Participation**(Tai Chi, Silver Sneakers, individual fitness)
 - March 2016: 363 up 35% compared to same month last year
 - YTD 2016: 619 up 34% compared to last year
- **Lifestyle Management Participation**(art, bridge, bingo, awareness, prevention)
 - March 2016: 313 up 42% compared to same month last year
 - YTD 2016: 462 up 13% compared to last year

HIGHLIGHTS

March Events:

- The Dawson County Woman's Club came each Monday and called Bingo. They brought great prizes.
- Several clients went to Belk on March 22nd for a shopping trip and lunch at Cheddars in Gainesville.
- All Senior Center Clients visited the Golden Corral on March 24th for an Easter Lunch.
- Silver Sneakers: Tues/Thurs; Bible Study: 1st Tues/every Thurs; Art/Jewelry classes: Thurs/Fri; Tai Chi Mon/Wed

Special Dates Coming Soon:

- April 1: Chestatee Reg. Hosp. – “Memory Loss”
- April 4, 18, 25: BINGO
- April 5: Angels All Around Presentation
- April 6: Dollar General
- April 8, 15, 22, 29: Movie and Snack
- April 11: Captain D's for Lunch
- April 12: Georgia Cares – “Medicaid Fraud”
- April 13, 27: Walmart
- April 19: Dairy Queen
- April 20: Bucket List Trip – Funk Heritage Center
- April 28: Legacy Link Presentation – “Diabetes”

TRANSIT

- **DOT Trips Provided**
 - March 2016: 372 up 16% compared to same month last year
 - YTD 2016: 947 up 25% compared to last year
- **Senior Trips Provided**
 - March 2016: 755 up 18% compared to same month last year
 - YTD 2016: 1,805 up 1% compared to last year
- **# of Miles**
 - March 2016: 9,591 up 18% compared to same month last year
 - YTD 2016: 23,423 up 15% compared to last year
- **Gallons of Fuel**
 - March 2016: 1,143 up 18% compared to same month last year
 - YTD 2016: 2,870 up 15% compared to last year