

**DAWSON COUNTY BOARD OF COMMISSIONERS
WORK SESSION AGENDA - THURSDAY, JULY 26, 2018
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
4:00 PM**

NEW BUSINESS

1. Presentation of Countywide Computer Replacement Program- Facilities/IT Director James Tolbert
2. Presentation of Request to Extend HVAC Services Contract Renewal Period- Facilities/IT Director James Tolbert
3. Presentation of Keep Dawson County Beautiful Executive Director Appointment- Chairman Thurmond
4. County Manager Report
5. County Attorney Report

Backup material for agenda item:

1. Presentation of Countywide Computer Replacement Program- Facilities/IT Director
James Tolbert



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: I/T

Work Session: 7/26/18

Prepared By: Sherri Maxwell

Voting Session: 8/2/18

Presenter: James Tolbert

Public Hearing: Yes No

Agenda Item Title: Computer Replacement

Background Information:

Three-phase computer replacement program county wide from 2018-2020. The total estimated cost for 2018 is \$145,000, funds coming from SPLOST. Total estimated cost for the 3-year period is \$145,000 per year, funds coming from SPLOST (or IT Capital).

Current Information:

First computer replacement will begin in 2018 with the first 100 computers being replaced. The \$1,450 cost per computer represents state contracting pricing. The total cost (computers, labor and misc supplies, i.e. cables, wiring) will be covered under SPLOST VI.

Budget Information: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
324	1535				\$145,000 FY 18	

Recommendation/Motion: _____

Department Head Authorization: James Tolbert

Date: 7/26/18

Finance Dept. Authorization: Vickie Neikirk

Date: 7/18/18

County Manager Authorization: DH

Date: 7/20/18

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

COMPUTER REPLACEMENT

- 2018 Phase 1 = \$145,000.00 (Splost #6)

100 Dell PC's	\$123,251
3 rd Party Labor	15,000
Misc: cables, wiring, etc	4,000

- 2019 Phase 2 = \$145,000.00
- 2020 Phase 3 = \$145,000.00



Each computer cost approx. \$1,450.00
Approximately 300 computers county-wide over 3 yrs



Represents State Contract Pricing

\$179,000 remaining in Splost

Backup material for agenda item:

2. Presentation of Request to Extend HVAC Services Contract Renewal Period-
Facilities/IT Director James Tolbert



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Facilities

Work Session: 7/26/18

Prepared By: Sherri Maxwell

Voting Session: 8/2/18

Presenter: James Tolbert

Public Hearing: Yes No

Agenda Item Title: Contract Term Amendment for HVAC Services

Background Information:

The Dawson County BOC Chairman awarded a contract on November 5, 2015, to SetPoint HVAC Services for the scope of work within RFP #256-15, which will expire on 12/31/2018.

Current Information:

A new Purchasing Policy Ordinance was adopted on February 2, 2017. The number of renewal years for professional services contracts was extended from two (2) one (1)-year renewals to four (4) one (1)-year renewals. Conditioned Air Services must be licensed by the Georgia Secretary of State, making this contract a professional service.

Budget Information: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

Recommendation/Motion: _____

Department Head Authorization: James Tolbert

Date: 7/16/18

Finance Dept. Authorization: Vickie Neikirk

Date: 7/18/18

County Manager Authorization: DH

Date: 7/20/18

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

These contracts impact county wide and are budgeted in each separate department.

HVAC Repair/Maint Contracts

- ▶ **Currently have SetPoint**
- ▶ **Contract to expire Dec 31,2018**
- ▶ **Requesting contract renewal terms to be extended an additional 2 years based on new Purchasing Policy Ordinance as of February 2, 2017**

Backup material for agenda item:

3. Presentation of Keep Dawson County Beautiful Executive Director Appointment-
Chairman Thurmond



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Keep Dawson County Beautiful

Work Session: 07.26.18

Prepared By: Robbie Irvin on behalf of KDCB Board

Voting Session: 08.02.18

Presenter: Chairman Billy Thurmond

Public Hearing: Yes _____ No _____

Agenda Item Title: Presentation of Keep Dawson County Beautiful Executive Director Appointment

Background Information:

The position of executive director for Keep Dawson County Beautiful must be filled by a current Dawson County employee. Following the resignation notification of the acting executive director, on behalf of the KDCB board, he/she will present a candidate for appointment to the Dawson County Board of Commissioners for approval.

Current Information:

Former Executive Director Robbie Irvin requests Kara Wilkins be appointed to the position of executive director of Keep Dawson County Beautiful. The position already has been discussed with Ms. Wilkins and she has agreed to accept. The budgeted, annual salary of \$5,000 will be transferred, upon approval, to Ms. Wilkins as a supplement to her current salary. For 2018, the remaining balance paid to her would be approximately \$1,923. ($\$5,000/26=\192.30 per pay period) Paid out over the 10 remaining pay periods of 2018.

Budget Information: Applicable: Not Applicable: _____ Budgeted: Yes No _____

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
			\$5,000			\$1,923

Recommendation/Motion: _____

Department Head Authorization: _____

Date:

Finance Dept. Authorization: Vickie Neikirk

Date: 7/18/18

County Manager Authorization: DH

Date: 7/20/18

County Attorney Authorization: _____

Date: _____

Comments/Attachments:



KEEP DAWSON COUNTY BEAUTIFUL

July 19, 2018

Dawson County Commission Chairman Billy Thurmond
& Dawson County Board of Commissioners
25 Justice Way Suite 2313
Dawsonville, GA 30534

Re: Keep Dawson County Beautiful Executive Director

Dear Mr. Chairman and Board,

It is with mixed emotions that I pin this letter. I will be leaving my employment with Dawson County and my service as Executive Director for Keep Dawson County Beautiful effective July 24th 2018 to take the position of Planning Director with the City of Dawsonville. I have enjoyed my time serving as the Executive Director and will miss working with this stellar group of people. As exiting Executive Director it is my duty to recommend a replacement to take the reins in my stead. Having said that I would like to recommend Kara Wilkins for the position. I believe her current role along with her enthusiasm for environmental issues makes her the perfect fit for the job. I know that if approved she would make a great addition to the KDCB team and will prove to be a valuable liaison between this organization, Dawson County and the citizens at large. Thank you for allowing me to serve in this capacity during my employment with Dawson County and if I can ever be of service to any of you please let me know.

Godspeed.

Sincerely,

Robbie Irvin
Executive Director, Keep Dawson County Beautiful