



# LAWRENCEVILLE

## GEORGIA

### CITY COUNCIL SPECIAL CALL WORK SESSION AGENDA

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Wednesday, February 07, 2024  
4:30 PM

Council Chambers  
70 S. Clayton St, GA 30046

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#### **Call to Order**

#### **Prayer**

#### **Pledge of Allegiance**

#### **Approval of Agenda**

#### **Council Business**

There is no public comment during this section of the agenda unless formally requested by the Mayor and the Council.

- [1.](#) RZC2023-00052: Ming Zhou; 0 Curtis Road (PIN 5145 299)
- [2.](#) An Ordinance to Amend the Zoning Ordinance, ARTICLE 1 Districts
- [3.](#) An Ordinance to Amend the Zoning Ordinance, ARTICLE 6; Architectural and Design Standards
- [4.](#) An Ordinance to Amend the Zoning Ordinance, ARTICLE 10; Definitions
- [5.](#) Purchase of Cohesity Backup System
- [6.](#) On-Demand Streets and Stormwater Maintenance on an Annual Contract
- [7.](#) Janitorial Maintenance Services on an Annual Contract
- [8.](#) Flock Safety Raven Gun Shot Detection System
- [9.](#) On-Demand Underground Electric Distribution Cable Installation on an Annual Contract
- [10.](#) Solid Waste Disposal Services on an Annual Contract
- [11.](#) On-Demand Installation of New Gas Mains on an Annual Contract Change Order 1
- [12.](#) Resolution of the City of Lawrenceville to authorize electronic signatures and records

[13.](#) Signing Authority Policy

[14.](#) Ordinance to amend chapter 4 of the code of ordinances to update provisions related to breweries and distilleries

[15.](#) Presentation of the Code of Ethics Ordinance

[16.](#) Downtown Development Authority Update on \$1M loan for Downtown Redevelopment

**Executive Session - Personnel, Litigation, Real Estate**

**Final Adjournment**





# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: SPECIAL CALLED, WORK SESSION, FEBRUARY 7, 2024  
AGENDA CATEGORY: COUNCIL BUSINESS

**Item:** RZC2023-00052: Ming Zhou; 0 Curtis Road (PIN 5145 299)

**Department:** Planning and Development

**Date of Meeting:** Wednesday, February 7, 2024

**Applicant Request:** Rezone property from BG (General Business District) to LM (Light Manufacturing District)

**Presented By:** Todd Hargrave, Director of Planning and Development

**Department Recommendation:** **Denial**

**Planning Commission Recommendation:** **Recommendation Pending**

**Summary:** The applicant requests a rezoning of an approximately 3.38-acre parcel of land from BG (General Business District) to LM (Light Manufacturing District) to allow for the development of a flex office space consisting of three (3) buildings and a warehouse component. The subject property is located along the eastern right-of-way of Curtis Road, between its intersections with Hurricane Shoals Road and Southern Way.

The submitted materials include two (2) site plans with varying calculations related to the proposed flex office space square footage, lot area (square footage). Additionally, the application and Letter of Intent (LOI) specifically indicates the intended use of the property would be to build three office buildings. However, the architectural elevations and site plan appear to indicate the proposed use would include warehousing as well. In addition, the Zoning Ordinance does not specifically define or establish parameters relating to “flex office space.”

**Attachments/Exhibits:**

- **RZC2023-00052\_REPORT**
- **RZC2023-00052\_P&D RECOMMENDATIONS**

- **RZC2023-00052\_APPLICATION\_12052023**
- **RZC2023-00052\_LOI\_120502023**
- **RZC2023-00052\_LEGAL DESC\_12052023**
- **RZC2023-00052\_SURVEY\_12052023**
- **RZC2023-00052\_SITE PLAN\_12052023**
- **RZC2023-00052\_RENDERINGS\_12052023**
- **RZC2023-00052\_MAP-ZONING-ZOOMED OUT**
- **RZC2023-00052\_MAP-ZONING-ZOOMED IN**
- **RZC2023-00052\_MAP-AERIAL-ZOOMED OUT**
- **RZC2023-00052\_MAP-AERIAL-ZOOMED OUT**



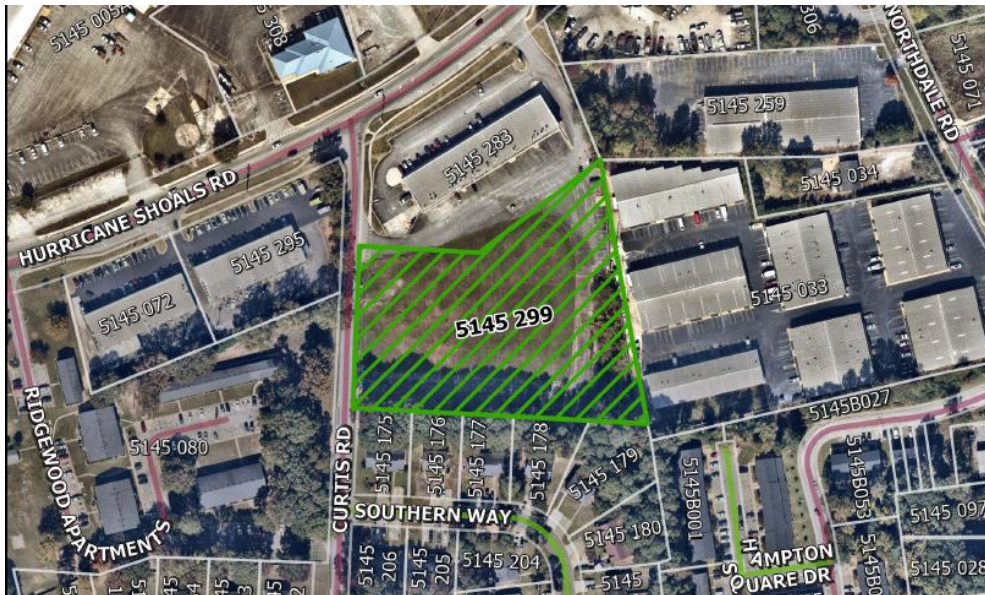
# LAWRENCEVILLE

## Planning & Development

### REZONING

**CASE NUMBER:** RZC2023-00052  
**OWNER:** RIVERSIDE CHURCH OF CHRIST  
**CONTACT:** MING ZHOU  
**LOCATION(S):** 0 CURTIS ROAD  
**PARCEL IDENTIFICATION NUMBER(s):** 5145 299  
**APPROXIMATE ACREAGE:** 3.38 ACRES  
**CURRENT ZONING:** BG (GENERAL BUSINESS DISTRICT)  
**ZONING PROPOSAL:** LM (LIGHT MANUFACTURING DISTRICT)  
**PROPOSED DEVELOPMENT:** OFFICE AND WAREHOUSE FACILITY  
**DEPARTMENT RECOMMENDATION:** DENIAL

### VICINITY MAP





# LAWRENCEVILLE

## *Planning & Development*

### **ZONING HISTORY**

The subject property has been zoned BG (General Business District) since 1960, the earliest record on file for the parcel.

### **PROJECT SUMMARY**

The applicant requests a rezoning of an approximately 3.38-acre parcel of land from BG (General Business District) to LM (Light Manufacturing District) to allow for the development of a flex office space consisting of three (3) buildings and a warehouse component. The subject property is located along the eastern right-of-way of Curtis Road, between its intersections with Hurricane Shoals Road and Southern Way.

The submitted materials include two (2) site plans with varying calculations related to the proposed flex office space square footage, lot area (square footage). Additionally, the application and Letter of Intent (LOI) specifically indicates the intended use of the property would be to build three office buildings. However, the architectural elevations and site plan appear to indicate the proposed use would include warehousing as well. In addition, the Zoning Ordinance does not specifically define or establish parameters relating to “flex office space.”

### **ZONING AND DEVELOPMENT STANDARDS**

The proposed development of a self-storage or mini-warehouse facility consisting of three (3) flex office spaces and warehouse component consisting of a square footage ranging from approximately 43,613 square feet to 48,485 square feet of office and warehouse space, as shown on the submitted site plans. Each suite will be from 1,500 to 3,000 square feet with enough space to accommodate approximately 18 to 22 tenants.

The property is currently undeveloped aside from a private access road and a detention pond on the eastern end of the property.



# LAWRENCEVILLE

## Planning & Development

### Article 1 Districts, Section 103.2 Use Table

<b>Standard</b>	<b>Requirement</b>	<b>Proposal</b>	<b>Recommendation</b>
Office and Warehouse Facility	LM	LM	DENIAL

### Article 1 Districts, Section 102.14 Light Manufacturing District, Table B. Lot Development Standards

<b>Standard</b>	<b>Requirement</b>	<b>Proposal</b>	<b>Recommendation</b>
Minimum Lot Area	25,000 sq. ft.	147,249 sq. ft.	N/A
Minimum Lot Width	50 feet	275 feet	N/A
Minimum Front Yard Setback	50 feet	40 feet	VARIANCE
Minimum Rear Yard Setback	0 feet	20 feet	N/A
Minimum Side Yard Setback	0 feet	20 feet	N/A
Impervious Surface Coverage	85%	74%	N/A
Maximum Building Height	50 feet	16 feet	N/A



# LAWRENCEVILLE

## Planning & Development

### **Article 1 Districts, Section 102.14 Light Manufacturing District, Table B. Lot Development Standards - Variance to allow an encroachment into the required Fifty-Foot (50 ft.) Minimum Front Yard Setback**

Based on the submitted materials the applicant does not provide a justification for the requested ten-foot (10 ft.) reduction in the minimum fifty-foot (50 ft.) Front Yard Setback requirement. Therefore, without a significant justification support the applicant’s request staff would not support the proposed encroachment into the required Minimum Front Yard Setback.

### **Article 4 Buffers, 403 Buffers Table**

<b>Adjacent Development</b>	<b>Requirement</b>	<b>Proposal</b>	<b>Recommendation</b>
RM-12	50 feet	20 feet	VARIANCE
LM	0 feet	0 feet	N/A
BG	50 feet	0 feet	VARIANCE

### **Article 4 Buffers, Section 403 Buffers Table - Variance to allow a reduction or elimination of the required Buffers.**

Based on the submitted materials the applicant does not provide a justification for the reduction of the required fifty-foot (50 ft.) buffer along the southern property line, as well as the elimination of the fifty-foot (50 ft.) buffer along the southern property line. As proposed the applicant does not provide a justification which would result in a particular hardship upon the owner. Therefore, staff could not support a reduction or elimination of the required Buffers.



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### **Article 5 Parking, Table 5-3: Number of Off-Street Parking Spaces Required**

<b>Standard</b>	<b>Requirement</b>	<b>Proposal</b>	<b>Recommendation</b>
Office (Business, Government or Professional)	1 space per 300 sq. ft.	1.4 spaces per 1,000 SF GFA (95 spaces)	DENIAL

### **Article 5 Parking, Table 5-3: Number of Off-Street Parking Spaces Required – Variance to allow a reduction in the number of required Off-Street Parking Spaces from one-hundred sixty-two (162) to ninety-five (95).**

Based on the submitted materials the applicant does not provide a justification for the reduction of the required Number of Off-Street Parking Spaces Required. The applicant’s calculations for off-street parking are calculated using the minimum standard applying to warehousing which would require one (1) off-street parking space per one thousand square feet (1,000 sq. ft.) of gross floor area (GFA). However, the submitted materials indicated the proposed use of the site would allow “flex office space” which would require one (1) off-street parking space per three hundred square feet (300 sq. ft.) of gross floor area (GFA) resulting in a total of one hundred sixty-two (162) total off-street parking spaces required for the proposed development. As proposed the applicant does not provide a justification which would result in a particular hardship upon the owner. Therefore, staff could not support a reduction or elimination of the required Buffers.

The granting of a variance would allow a property owner relief from certain provisions of a Zoning Ordinance when, because of the physical surroundings, shape, or topographical condition of the property, compliance would result in a particular hardship upon the owner, as distinguished from a mere inconvenience or desire to make more money. As proposed the applicant does not provide a justification which would result in a particular hardship upon the owner.





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### **ARCHITECTURAL AND DESIGN GUIDELINES**

Although the proposed elevations meet the Architectural and Design Standards set forth in Article 6, Section 602 Non-Residential Minimum Architectural and Design Standards, the measurements shown on the submitted elevations (plans), the scale shown on the plans and the drawing appear to be inconsistent as shown. Additionally, the proposed roll-up doors shown on the submitted elevations should not be visible from an adjacent public right-of-way. Therefore, it would be appropriate for the applicant to provide revised plans prior to receiving a recommendation from the Planning Commission or the final binding decision of the City Council.

### **RIGHT-OF-WAY IMPROVEMENTS**

Curtis Road is a City of Lawrenceville owned and maintained right-of-way, classified as a Local Residential Street (roadway). The proposed use and requested zoning could require the reclassification of Curtis Road into a Local Industrial Street classification. Additionally, the current right-of-way width of Curtis Road is inconsistent or varying with minimum standards, and local regulations would require a Local Industrial Street to consist of minimum right-of-way of sixty feet (60 ft.) in width. In addition, the current width of the pavement in the roadway is approximately nineteen feet (19 ft.), and local regulations would require a Local Industrial Street to consist of a minimum pavement width of thirty-two feet (32 ft.). Furthermore, the required improvements to Curtis Road could include the installation of a deceleration lane along the road frontage, and additional improvements to the Curtis Road right-of-way extending to the north with its intersection with Hurricane Shoals Road.

The site will be accessed via two (2) existing driveways along the right-of-way, and a shared private internal driveway traversing along or near the southern and eastern property lines and exiting the property at or near the northeastern portion of the property. The shared private internal driveway continues in a southwestern direction and traverses onto the subject property at or near the northwestern portion of the property. The City does not have verification of the existence of an





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internal access easement, and to satisfy the intent of the Development Regulations this type of agreement would be required prior to the commencement of land disturbing activity. In addition, the existing driveways along Curtis Road may require improvements consistent with the minimum standards regulating Industrial Driveways. Therefore, the development of the property will require the dedication of right-of-way, improvements to, and reclassification of the existing roadway.





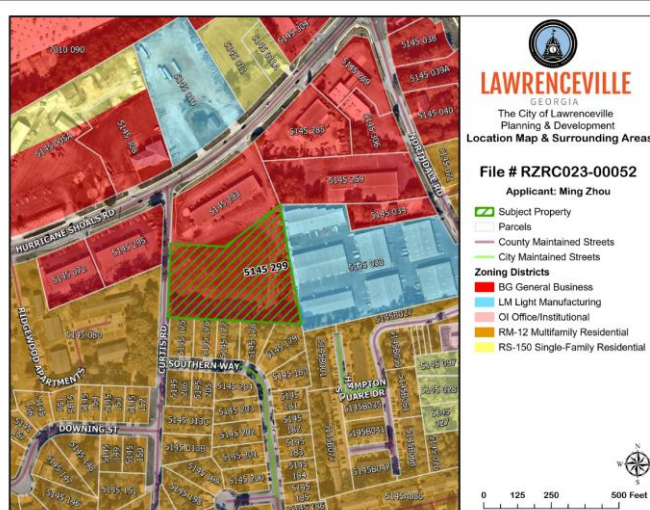
# LAWRENCEVILLE

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### SURROUNDING ZONING AND USE

The immediate surrounding area consists of a mix of commercial, residential multi-family, and light industrial uses and zoning. The parcel located immediately to the east of the subject property is zoned LM and is similarly used for flex office/warehouse spaces. The properties to the north along Hurricane Shoals Road are zoned predominantly BG and are used as retail spaces. The Southgate Unit 1 Subdivision is located directly south of the subject property, consisting of residential duplexes zoned RM-12. The Ridgewood Apartments are located directly across from Curtis Road and are also zoned RM-12. As proposed, use and zoning would be consistent with the established development and zoning pattern.

### CITY OF LAWRENCEVILLE OFFICIAL ZONING MAP





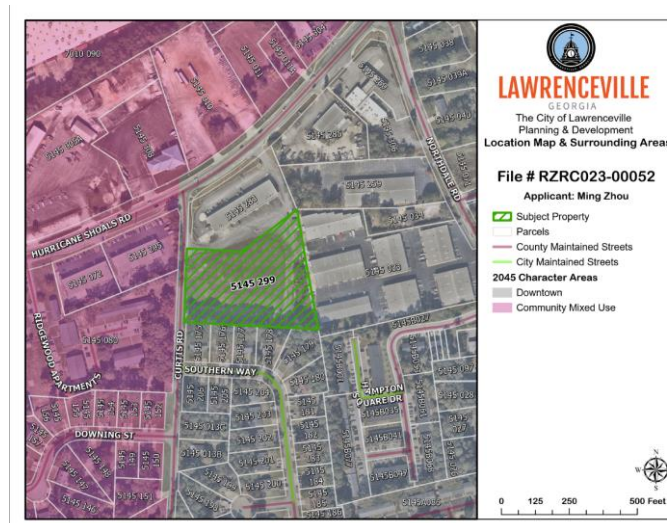
# LAWRENCEVILLE

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### 2045 COMPREHENSIVE PLAN

The 2045 Comprehensive Plan and Future Development Map indicate the property lies within the Downtown Character Area. Lawrenceville’s Downtown character area serves as the historical and cultural heart of the city, preserving its unique charm while nurturing economic vitality. With a robust economy and a focus on community life, Downtown is a hub of cultural activities and commerce. In terms of location, the proposed use (flex office space) would be congruent with existing uses of the general area, however due to discrepancies with the application such a use that may consist of warehousing may be considered out of character for the Downtown Character Area. Therefore, the application will require modifications prior to receiving a recommendation from the Planning Commission or a final binding decision from the City Council.

### LAWRENCEVILLE 2040 COMPREHENSIVE PLAN – FUTURE LAND USE PLAN MAP





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### **STAFF RECOMMENDATION**

As detailed in this report the requested rezoning will require modification to correct the various errors found with the submitted materials. In addition, the applicant may not be aware of potential modifications to the existing right-of-way, variances relating to building setbacks and buffers. Although, the proposal as a flex office facility may be consistent with the established development and zoning pattern in the immediate area the discrepancies contained in the submitted materials should be corrected prior to receiving a final binding decision. Therefore, the Planning and Development Department recommends **DENIAL** for the proposed rezoning request.



# LAWRENCEVILLE

## Planning & Development

### CITY OF LAWRENCEVILLE DEPARTMENT COMMENTS:

#### PLANNING AND DEVELOPMENT – DEVELOPMENT PLAN REVIEW

- **Zoning Ordinance, Article 1 Districts, Section 102, Subsection 102.14**

Lot Development Standards

- Minimum Front Yard Building Setback – 50 feet (**VARIANCE REQUIRED**)
- Minimum Side Yard Building Setback – 0 feet
- Minimum Rear Yard Building Setback – 0 feet

- **Zoning Ordinance, Article 4 Buffers, Section 401, Standards for Permanent Buffers:**

The buffer area must:

- Be shown on each plat prior to final approval and be designated as a permanent easement.
- Not be temporarily or permanently disturbed by grading, property improvements, or construction activities.
- Utilize existing vegetation, or where required be supplemented with additional plantings.
- Retain its natural topography except when a portion must be cleared and graded as required by the City or County to prevent soil erosion.
- Shall be completely installed in accordance with the approved plan prior to issuance of a certificate of occupancy. Buffer shall not be used for temporary or permanent parking, or for a structure other than a fence, or for provision of drainage improvements as mandated by the City or County.



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- **Zoning Ordinance, Article 4, Section 402 Buffer Screening:**
  - Where existing natural vegetation and site topography are insufficient to accomplish the purpose of the required buffer area, existing vegetation will be supplemented. These additional plantings shall consist of evergreen trees not less than six feet in height, and shrubs not less than three feet in height at time of planting. All landscaping is subject to review and approval of the Director of the Planning and Development Department.
- **Zoning Ordinance, Article 4, Buffers, Table 403. Minimum Buffer Requirements:**
  - Provide a 50-foot natural, undisturbed buffer adjacent to BG (General Business District) and RM-12 (Multifamily Residential District).
  - Buffer Reduction requests that are 50% or greater require a public hearing with the Planning Commission and City Council.
  - Provide details of buffer showing existing tree line and replanting where sparsely vegetated. buffer planting must meet the requirements of Article 4 of the City of Lawrenceville Zoning Ordinance for screening.
  - Show factors used in determining the number of parking spaces as required by the Zoning Ordinance Article 5. If the proposed use is contractor office parking shall be calculated as 1 space per 250 gross floor area of office space. Additional parking is/may be needed.
  - Provide one (1) parking lot tree for every seven (7) parking spaces. Each parking space shall be within sixty-feet (60 ft.) of the trunk of a tree.
  - The site plan shall be revised to show the new/required right-of-way and corrected building setback lines.



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## Planning & Development

### **PLANNING AND DEVELOPMENT – BUILDING PLAN REVIEW SECTION**

- **International Building Code, Chapter 1, Scope and Administration, Section 107 Submittal Documents**

Submittal documents consisting of construction documents, statement of special inspections, geotechnical report and other data shall be submitted in two or more sets with each permit application. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional.

### **ENGINEERING DEPARTMENT**

- **Development Regulations, Article VI, Soil Erosion and Sediment Control Ordinance**
- **Development Regulations, Article XIX, Model Stream Buffer Protection Ordinance**
- **Subdivision Regulations, Article XI, Section 2.14 Street Design Standards:**
  - Minimum Right-of-Way Local Industrial – sixty feet (60 ft.)
  - Minimum Pavement Width Local Industrial – thirty-two feet (32 ft.)
- **Subdivision Regulations, Article XI, Section 2.12 Sidewalks:**
  - The subdivider is required to provide sidewalks within all major subdivisions, both residential and non-residential. When provided sidewalks shall be included within the dedicated non-pavement right-of-way of all roads. Sidewalks shall be concrete and five (5) feet in width. A median strip of grassed or landscaped area at least two (2) feet wide shall separate all sidewalks from adjacent curbs. Concrete curbs shall be required where sidewalks are installed.
- **Subdivision Regulations, Article XI, Section 2, Subsection 2.13 Right-of-Way:**





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- Rights-of-way intended for streets, crosswalks, water mains, sanitary sewers, storm drains or any other use involving maintenance by a public agency shall be dedicated to public use by the preparer of the plat on which such right-of-way is established and shall be covered by any necessary easements.
- **Subdivision Regulations, Article XI, Section 2, Subsection 2.19 C. Road Surfacing Improvements:**
  - Type IV: Eight (8) inch crusher run stone base applied on a properly prepared sub-grade brought to a ninety-five percent (95%) dry density compaction standard proctor. A three-inch (3 in.) Asphaltic Base Type B covered by a one and one-half (1½) inch surface course of Type “E” or “F” Plant Mix Asphalt.  
If concrete paving is to be utilized, such paving shall be in accord with specifications by the Georgia Department of Transportation.  
Concrete curbs and gutters shall be constructed with three thousand (3,000) pounds per square inch at twenty-eight (28) day compressive strength, six (6) by twelve (12) inches by twenty-four (24) inches. Hollywood type curbs and gutters may be permitted in single-family subdivisions. Provide one inch (1 in.) tapered gutter.
- **Subdivision Regulations, Article XI, Section 6, Subsection 6.3 Easements:**
  - Utility easements for electric and telephone service lines, sewage lines, water lines, or other such utilities located along a rear lot line, or a side lot line shall be at least twenty feet (20 ft.) wide, ten feet (10 ft.) on each lot, and more if necessary. The same shall be recorded in the office of the Clerk of Gwinnett County Superior Court.

If the existing detention pond is to be used to provide stormwater detention for the proposed development, it will need to be brought up to current standards as they relate to all areas (both existing and proposed) draining into it.



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A 20'-wide easement will need to be provided for the existing 30" CMP. No portion of a building will be allowed to encroach into this easement.

### Miscellaneous

The applicant should be advised that as soon as possible following the hiring of the project's site design professional, that individual should schedule a meeting with the Engineering Department, the purpose of which is to discuss the engineering aspects of the project and the City's engineering-related regulations, requirements, and policies.

### ***PUBLIC WORKS***

No comment.

### ***ELECTRIC DEPARTMENT***

No comment.

### ***GAS DEPARTMENT***

No comment.

### ***DAMAGE PREVENTION DEPARTMENT***

No comment.

### ***CODE ENFORCEMENT***

No comment.

### ***STREET AND SANITATION DEPARTMENT***

Needs dumpster pad.



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### STATE CODE 36-67-3 (FMR.) REVIEW STANDARDS:

- 1. Whether a zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property;**

*As proposed, the plan would be suitable given the presence of other self-storage and warehouse facilities in the general area.*

- 2. Whether a zoning proposal will adversely affect the existing use or usability of adjacent or nearby property;**

*No.*

- 3. Whether the property to be affected by a zoning proposal has a reasonable economic use as currently zoned;**

*The property has reasonable economic use as currently zoned.*

- 4. Whether the zoning proposal will result in a use that will or could cause excessive or burdensome use of existing streets, transportation facilities, utilities, or schools;**

*Impacts on public facilities would be anticipated in the form of traffic, utility demand, and stormwater runoff. Curtis Road is classified as a local street according to GDOT; the induced demand from this development may strain its capacity. However, these impacts may be mitigated with appropriate conditions, site development requirements, and planning.*

- 5. Whether the zoning proposal is in conformity with the policy and intent of the Comprehensive Plan;**

*Yes; the Downtown character area includes a wide diversity and intensity of uses within Lawrenceville's Downtown core. However, special attention needs to be placed on the final design to ensure that it meets or exceeds local standards.*

- 6. Whether there are other existing or changing conditions affecting the use and development of the property, which give supporting grounds for either approval or disapproval of the zoning proposal;**

*None.*

**P&D RECOMMENDED CONDITIONS**

**RZC2023-00053\_01192024**

Approval of an LM (Light Manufacturing District), subject to the following enumerated conditions:

- 1. To restrict the use of the property as follows:**
  - A.** A Flex Office Space facility not exceeding 50,000 square feet in gross floor area and/or 22 units.
  - B.** The development shall be designed in general accordance with the site plan titled “Site Plan #2 for Curtis Road Development, Lawrenceville, GA 30046, prepared by Y Studio, LLC” dated November 1, 2023, with changes necessary to meet conditions of zoning, requirements of the Zoning Ordinance and/or Development Regulations, and other minor adjustments subject to final approval by the Director of Planning and Development.
  - C.** Prior to the issuance of a Certificate of Occupancy the development of the subject property shall be in compliance with the rules and regulations of applicable governing agencies.
  - D.** The design of the façades shall meet minimum architectural standards and shall be clad in brick, in accordance with the proposed rendering submitted. Final designs shall be subject to the review and approval of the Director of the Planning and Development Department.
  - E.** Roll up doors shall not be visible from the rights-of-way of Curtis Road or Hurricane Shoals Road. Roll up doors shall only be located on the rear elevation of each building.
  - F.** No tents, canopies, temporary banners, streamers, or roping decorated with flags, tinsel, or other similar material shall be displayed, hung, or strung on the site. No decorative balloons or hot-air balloons shall be displayed on the site. Yard and/or bandit signs, sign-twirlers, or sign walkers shall be prohibited.
  - G.** Peddlers and/or any parking lot sales unrelated to the rezoning shall be prohibited.
  - H.** Outdoor storage shall be prohibited.
  - I.** The owner shall repaint or repair any graffiti or vandalism that occurs on the

property within seventy-two (72) hours.

**A. To satisfy the following site development considerations:**

- A.** The development shall be constructed in conformity with the City of Lawrenceville Zoning Ordinance and Development Regulations. The final design shall be subject to the review and approval of the Director of Planning and Development.
- B.** Provide a minimum of five-foot wide (5 ft.) concrete sidewalk adjacent to the public right-of-way along Curtis Road. Required five-foot wide (5 ft.) concrete sidewalk shall be a minimum of two feet (2 ft.) from the required back-of-curb.
- C.** All grassed areas shall be sodded.
- D.** Underground utilities shall be provided throughout the development.
- E.** Natural vegetation shall remain on the property until the issuance of a development permit.
- F.** Provide a ten-foot-wide (10 ft.) Landscape Strip along the eastern right-of-way of Curtis Road. The final design shall be subject to the review and approval of the Director of Planning and Development.
- G.** Provide a forty-foot wide (40 ft.) Landscape Strip along the northern and southern property lines. The final design shall be subject to the review and approval of the Director of Planning and Development.
- H.** Landscape Strips shall be planted with one (1) Overstory Tree, one (1) Understory Tree, eighteen (18) Evergreen Shrubs, eighteen (18) Ornamental Grasses and eighteen (18) Ground Coverings per one hundred (100 ft.) of road frontage along Curtis Road. Driveway widths and other ingress and egress areas may be subtracted from the landscape strip lineal feet calculation. Landscape Plans shall be subject to the review and approval of the Director of Planning and Development.
- I.** Planted Conifer and Evergreen trees shall be at least six feet in height at time of planting.
- J.** Planted Deciduous trees shall be at least three inches caliper at time of planting.
- K.** Ornamental Grasses and Ground Covering shall be a minimum size of one-gallon container at time of planting with a minimum height of one foot.

- L.** Preserved Trees may be counted toward fulfilling the tree requirement within the twenty-five-foot (25 ft.) Landscape Strip. Bradford Pear, Ginkgo (Female), Loblolly, Longleaf, Shortleaf, Slash Pine(s) shall be considered unacceptable trees.
  - M.** During construction, a five-foot (5 ft.) Construction Tree and Landscape Setback shall be maintained, as measured horizontally, from the outer most perimeter of areas delineated as Floodplain, Landscape Strips, Stream Buffers, or Undisturbed Wetlands.
  - N.** A five-foot (5 ft.) Construction Setback shall terminate with the issuance of a Certificate of Completion, Development Conformance, and/or Occupancy.
  - O.** Provide a two-hundred-foot (200 ft.) acceleration/deceleration lane with fifty-foot (50 ft.) taper along the eastern right-of-way of Curtis Road, subject to the approval of City of Lawrenceville Engineering Department.
  - P.** Ground Signage shall be limited to a maximum height of twelve-feet (12 ft.) and shall be setback from the right-of-way a minimum of twelve feet (12 ft.) from the property line. The maximum sign display area shall be limited to seventy-five (75 sq. ft.) Wall signage shall be limited to 36 square feet per elevation, with a total wall sign area limited to seventy-two (72 sq. ft.).
  - Q.** Lighting shall be contained in cut-off type luminaries and shall be directed toward the property so as not to shine directly into adjacent properties or public right-of-way.
  - R.** Dumpsters shall be screened by solid masonry walls matching the building, with an opaque metal gate enclosure.
- 3. The following variances are requested:**
- A.** A variance from the Zoning Ordinance, Article 1, Section 102.14, Subsection B. Lot Development Standards, Minimum Front Setback allows for the reduction of the Minimum Front Yard Setback along Curtis Road from fifty feet (50 ft.) to forty feet (40 ft.).
  - B.** A variance from the Zoning Ordinance, Article 4 Buffers, Section 403 Buffers Table, Minimum Buffer Requirements allows for the reduction of the minimum buffer between LM (Light Manufacturing District) and BG (General Business District) zones from fifty feet (50 ft.) to forty feet (40 ft.).

- C.** A variance from the Zoning Ordinance, Article 4 Buffers, Section 403 Buffers Table, Minimum Buffer Requirements allows for the reduction of the minimum buffer between LM (Light Manufacturing District) and BG (General Business District) zones from fifty feet (50 ft.) to forty feet (40 ft.).
- D.** A variance from the Zoning Ordinance, Article 5 Parking, Table 5-3: Number of Off-Street Parking Spaces Required allows a reduction in the number of required Off-Street Parking Spaces from one-hundred sixty-two (162) to one hundred thirty-two (132).

RZC2023-00052

Received 12-5-2023

1.

# PUBLIC HEARING APPLICATION

## City of Lawrenceville

### Planning and Development Department

70 S. Clayton Street

Lawrenceville, Georgia 30046

678.407.6583

**Rezoning**

**Special Use Permit**

**Board of Appeals**

**Architectural Review Board**

**Change in Conditions**

**Buffer Reduction (> 50%)**

**Annexation**

**Administrative Variance**

ONLY COMPLETE APPLICATIONS ACCEPTED





# LAWRENCEVILLE

Planning & Development

## AN APPLICATION TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF LAWRENCEVILLE

APPLICANT INFORMATION	PROPERTY OWNER INFORMATION*
NAME: <u>Ming Zhou</u>	NAME: <u>Riverside Church of Christ</u>
ADDRESS: <u>6056 Courtside Drive</u>	ADDRESS: <u>PO BOX 4284</u>
CITY: <u>Peachtree Corners</u>	CITY: <u>Suwanee</u>
STATE: <u>GA</u> ZIP: <u>30092</u>	STATE: <u>GA</u> ZIP: <u>30024</u>
PHONE: <u>404-996-9037</u>	PHONE: <u>404-293-5253</u>
CONTACT PERSON: <u>Ming Zhou</u> PHONE: <u>404-996-9037</u>	
CONTACT'S E-MAIL: <u>Mingzhou@kw.com</u>	
* If multiple property owners, each owner must file an application form or attach a list, however only one fee. Multiple projects with one owner, must file separate applications, with separate fees.	
ZONING DISTRICT(S): <u>B-G</u> ACREAGE: <u>3.38</u>	
PARCEL NUMBER(S): <u>R5145-299</u>	
ADDRESS OF PROPERTY: <u>0 Curtis Road, Lawrenceville GA 30046</u>	
PROPOSED USE: <u>Change the current zoning from BG to LM to build small flex office space</u>	

[Signature] 12/4/2023  
 SIGNATURE OF APPLICANT DATE

Ming Zhou  
 TYPED OR PRINTED NAME

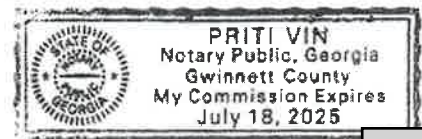
Thomas Reid 11-30-23  
 SIGNATURE OF OWNER DATE

Thomas Reid  
 TYPED OR PRINTED NAME

[Signature] 11-30-2023  
 NOTARY PUBLIC DATE



PLEASE ATTACH A LETTER OF INTENT EXPLAINING WHAT IS PROPOSED





# LAWRENCEVILLE

Planning & Development

### DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to the Mayor of the City of Lawrenceville, a member of the City Council, or to a member of the Planning Commission of the City of Lawrenceville?     N      
Y/N

If the answer is yes, please complete the following section:

NAME OF GOVERNMENT OFFICIAL	CONTRIBUTIONS (List all which aggregate to \$250 or more)	DATE CONTRIBUTION WAS MADE (Within last two years)

Have you, within the two years immediately preceding the filing of this application, made gifts having in the aggregate a value of \$250.00 or more to the Mayor of the City of Lawrenceville, a member of the City Council, or to a member of the Planning Commission of the City of Lawrenceville?     N      
Y/N

If the answer is yes, please complete the following section:

NAME OF GOVERNMENT OFFICIAL	CONTRIBUTIONS (List all which aggregate to \$250 or more)	DATE CONTRIBUTION WAS MADE (Within last two years)

Attach additional sheets if necessary to disclose or describe all contributions/gifts.



Letter of Intent

December 4, 2023

Purchaser Representative:  
Ming Zhou  
6056 Courtside Drive  
Peachtree Corners, GA 30092

Address of Property: 0 Curtis Road, Lawrenceville, GA 30046

Parcel: R5145-299

Size of Tract: 3.38 Acres

Zoning Classification: Currently zoned BG, seeking to rezone to LM

Proposed Use of the Property: Build three flex office buildings to accommodate the growth of small businesses in the City of Lawrenceville.

Density: Total size of three buildings would be roughly 43,000 to 48,000 square foot. Each suite would be about 1,500 to 3,000 square foot.

Parking: 45 spaces; 1.4 spaces/1,000 SF.

Height of Buildings: 14-16 foot.

I am writing to express my intent to propose a rezoning request for property located at 0 Curtis Road, Lawrenceville, GA 30046 with parcel ID R5145-299. The current zoning classification for the property is BG (General Business), and I am seeking to rezone it to LM (Light Manufacturing).

At the time of this application, the Lawrenceville and GA-316 corridor only has three flex office spaces available in the 1,500 to 2,000 square foot range, out of 2.1 million square foot flex office buildings in this area. This means, the flex vacancy in the city of Lawrenceville is 0.27%. With such low vacancy, many small businesses simply do not have any options to grow or relocate their businesses to the City of Lawrenceville. I am proposing to build three flex office buildings offering suites between 1500 to 3000 SF to accommodate the growth of small businesses in our community. With a total project size of roughly 43,000 to 48,000 SF, this project can provide flex office spaces for additional 18 to 22 business owners. There is a huge demand from business owners to lease small flex office suites. I have helped my clients to create and lease more than 60 small flex office suites in Norcross and Duluth in the last three years and all the units were leased up within the first year. I am confident that the City of Lawrenceville and business owners in Lawrenceville will benefit from this development.

In addition to rezoning, I am seeking a 30 foot buffer encroachment on the south side of the property and a 10 foot encroachment into the front set back of the property on Curtis road. The City will benefit from buffer reduction by not having to rebuild new curb and gutter along Curtis road.

As part of the rezoning proposal, I am committed to complying with all applicable zoning regulations. I am excited to create more options for business owners that are looking to relocate and/or grow their business in the City of Lawrenceville.

By:  12/4/2023  
Ming Zhou

**DEED B: 59871 P: 00748**  
**04/15/2022 11:35 AM Pgs: 4 Fees: \$455.00**  
**TTax: \$430.00**  
Tiana P Garner, Clerk of Superior Court  
Gwinnett County, GA  
PT-61 #: 0672022012004  
ERECORDED  
eFile Participant IDs: 2979894615,7067927936

**Record and Return to:**  
Weissman PC  
3500 Lenox Road, 4<sup>th</sup> Floor  
Atlanta, GA 30326

**File No.:** W-S-31819-21-CM

**Parcel ID:** R5145 299

**LIMITED  
WARRANTY DEED**

**STATE OF GEORGIA  
COUNTY OF FULTON**

**THIS INDENTURE**, made this 5th day of April, 2022, between **Elvis Sinanovic**, as party or parties of the first part, hereinafter called Grantor, and **DULUTH CHURCH OF CHRIST, INC.**, a Georgia corporation as party or parties of the second part, hereinafter called Grantee, (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

**WITNESSETH** that: Grantor, for and in consideration of the sum of TEN DOLLARS AND NO/100 (\$10.00) and other good and valuable considerations in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee.

**See Exhibit "A" attached hereto.**

This Deed is given subject to all easements and restrictions of record.

**TO HAVE AND TO HOLD** the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, only to the proper use, benefit and behoof of the said Grantee, forever in **FEE SIMPLE**.

**AND THE SAID** Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons claiming by, through and the above named grantor.

Deed (Warranty)

W-S-31819-21-CM

DEED B: 59871 P: 00749 04/15/2022 11:35 AM  
22D043988 Page 2 of 4

IN WITNESS WHEREOF, the Grantor has signed and sealed this Deed, on the date and year above written.

Signed, sealed and delivered  
in the presence of:

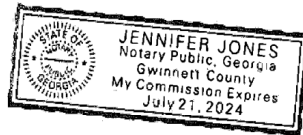
Unofficial Witness

Elvis Sinanovic

(Seal)

Notary Public

My Commission Expires:



Deed (Warranty)

W-S-31819-21-CM

**DEED B: 59871 P: 00750 04/15/2022 11:35 AM**  
**22D043988 Page 3 of 4**

EXHIBIT "A"

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOT 145 OF THE 5TH LAND DISTRICT, GWINNETT COUNTY, GEORGIA, BEING IN THE CITY OF LAWRENCEVILLE AND BEING SHOWN AS TRACT B CONTAINING 3.3804 ACRES ON A PLAT OF SURVEY FOR GREGORY H. STEPHENS AND DAVE H. DAVIS BY MCNALLY AND PATRICK SURVEYORS (LLOYD C, MCNALLY GEORGIA REGISTERED LAND SURVEYOR NO. 2040) DATED NOVEMBER 2, 2000 AND MORE PARTICULARLY DESCRIBED ACCORDING TO SAID PLAT AS FOLLOWS:

TO LOCATE THE PLACE OR POINT OF BEGINNING, BEGIN AT A POINT MARKED BY IRON PIN SET AT THE INTERSECTION OF THE EAST SIDE OF CURTIS ROAD (BASED ON A 30 FOOT PRESCRIPTIVE EASEMENT FOR CURTIS ROAD) WITH THE SOUTHEAST RIGHT OF WAY LINE OF HURRICANE SHOALS ROAD (A 100 FOOT RIGHT OF WAY); RUN THENCE ALONG THE EAST SIDE OF CURTIS ROAD SOUTH 02 DEGREES 01 MINUTES 34 SECONDS WEST A. DISTANCE OF 168.00 FEET TO A POINT WHICH IS THE TRUE PLACE OR POINT OF BEGINNING. FROM SAID BEGINNING POINT AS THIS ESTABLISHED, RUN THENCE SOUTH 87 DEGREES 58 MINUTES 26 SECONDS EAST 205.00 FEET TO A POINT; RUN THENCE NORTH 51 DEGREES 05 MINUTES 47 SECONDS EAST 256.00 FEET TO A POINT MARKED BY AN IRON PIN FOUND; RUN THENCE SOUTH 10 DEGREES 37 MINUTES 00 SECONDS EAST 451.60 FEET TO A POINT MARKED BY AN IRON PIN FOUND; RUN THENCE NORTH 88 DEGREES 12 MINUTES 40 SECONDS WEST 497.26 FEET TO A POINT MARKED BY AN IRON PIN SET ON THE EAST SIDE OF CURTIS ROAD; RUN THENCE ALONG THE EAST SIDE OF CURTIS ROAD NORTH 02 DEGREES 01 MINUTES 34 SECONDS EAST 274.99 FEET TO A POINT WHICH IS THE TRUE PLACE OR POINT OF BEGINNING.

Deed (Limited Warranty)

W-S-31819-21-CM



**DEED B: 59871 P: 00751 04/15/2022 11:35 AM**  
**22D043988 Page 4 of 4**

**SCHEDULE B**

**Permitted Exceptions**

1. All taxes for the year 2022 and subsequent years, not yet due and payable.
2. Boundary Line Agreement, recorded March 19, 1974, in Deed Book 788, Page 103, Gwinnett County, Georgia records.
3. Easement to Gwinnett County Water and Sewerage Authority, recorded October 15, 2001, in Deed Book 24811, Page 149, Gwinnett County, Georgia records.
4. Access Easement and Detention Pond Maintenance Agreement to Ennagol Holdings, LLC, recorded December 19, 2018, in Deed Book 56318, Page 363, Gwinnett County, Georgia records.
5. All matters as shown on plat of survey recorded in Plat Book O, Page 327, Gwinnett County, Georgia records.
6. All matters as shown on plat of survey recorded in Plat Book 16, Page 139, Gwinnett County, Georgia records.
7. Rights or claims of parties in possession not shown by the Public Records.
8. Rights of tenants in possession.

**FOR INFORMATIONAL PURPOSES ONLY:**

According to the Public Records as properly indexed, the 24-month chain of title to the Land is identified by the following conveyance(s):

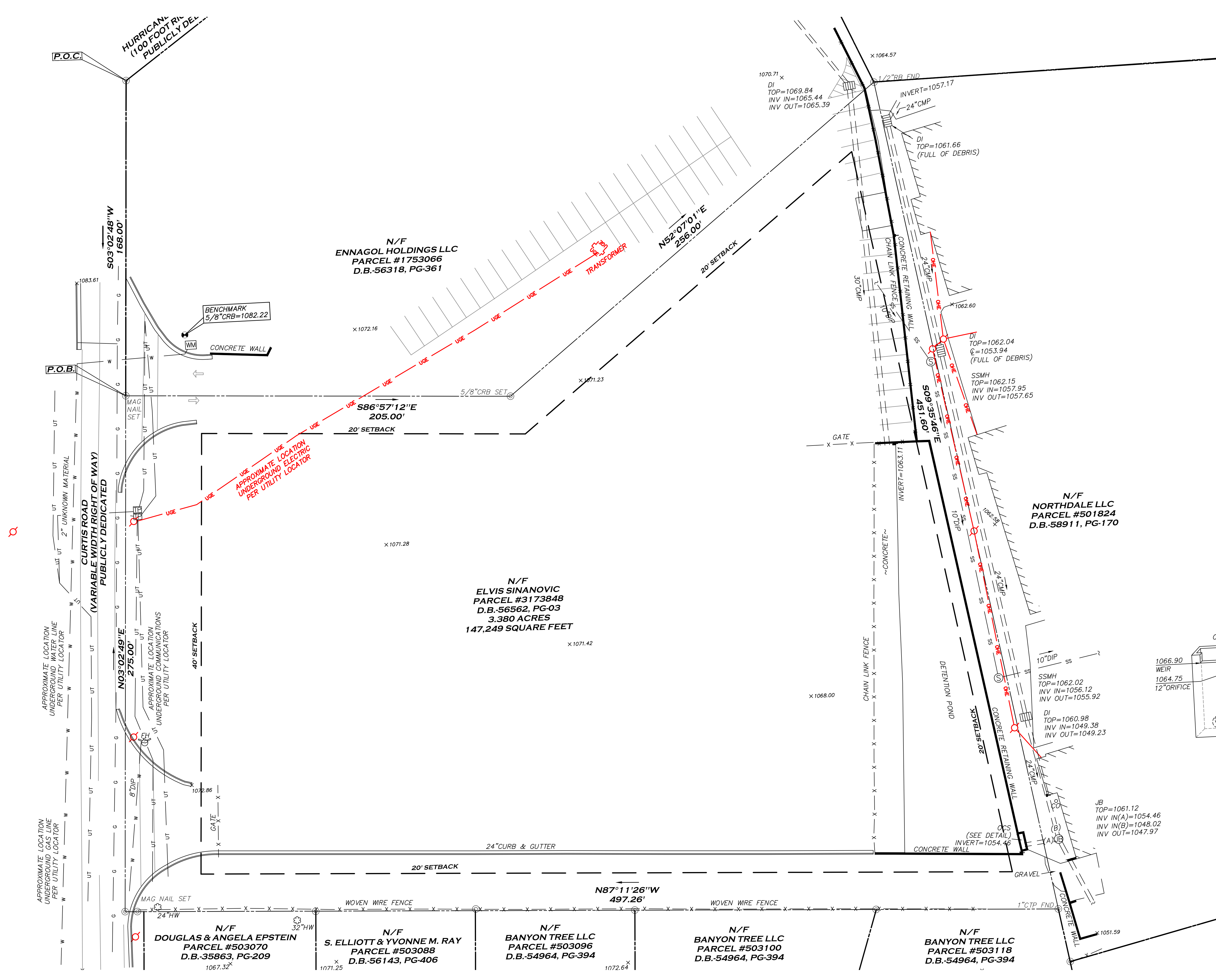
Warranty Deed from Gwinnett Properties, Inc. to Elvis Sinanovic dated 04/30/2019, filed 05/01/2019 in Deed Book 56562, Page 3, Gwinnett County, Georgia records.







**SITE PLAN FOR  
 CURTIS ROAD DEVELOPMENT  
 LAWRENCEVILLE, GA 30046**



SEAL:  
 FOR:

**RELEASES / DATES**

DATE:

NOT FOR CONSTRUCTION   
 RELEASED FOR CONSTRUCTION

DRAWN BY: L. YUAN  
 REVIEWED BY: L. YUAN

SHEET TITLE:

**EXISTING SITE PLAN**  
 DATE: 11.01.2023 PROJECT NUMBER: Y2023-001-01

SHEET NUMBER

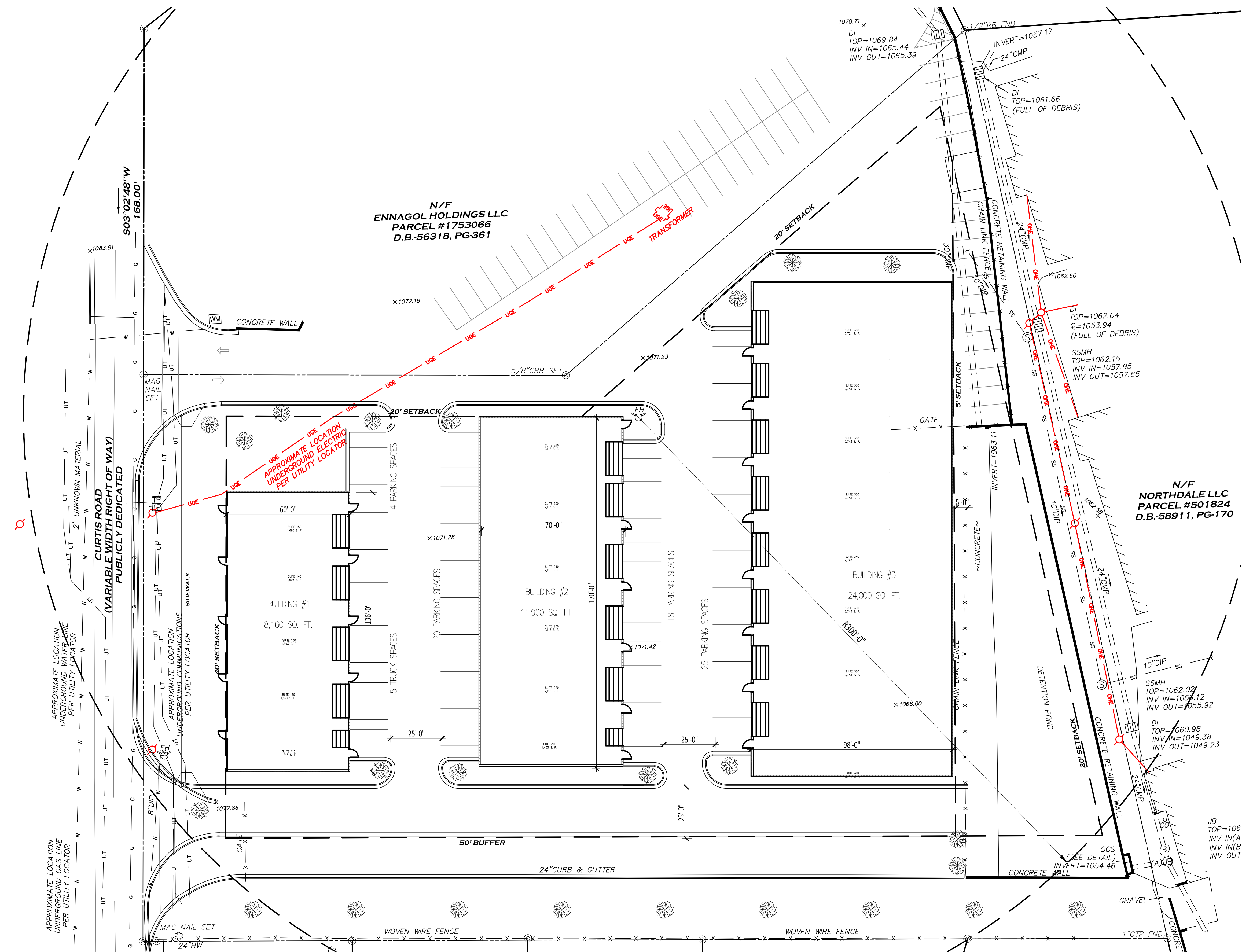
1 EXISTING SITE PLAN  
 SCALE: 30" = 1'-0"



SITE ANALYSIS		
BUILDING	SIZE	PARKING SPACES
BUILDING #1	8,160 SQ. FT.	10
BUILDING #2	11,900 SQ. FT.	33
BUILDING #3	23,553 SQ. FT.	25
<b>TOTAL</b>	<b>43,613 SQ. FT.</b>	<b>68</b>

\*1.56 SPACES / 1,000 S.F.

SITE: 147, 249.48 SQ. FT.  
 BUILDING #1: 8,160  
 BUILDING #2: 11,900  
 BUILDING #3: 24,000  
 TOTAL: 43,613  
 SITE COVERAGE = 29.6%  
 SETBACK:  
 FRONT = 40' SETBACK  
 SIDE = 50' BUFFER,  
 REAR = 5' SETBACK (FROM POND)



SITE PLAN FOR  
 CURTIS ROAD DEVELOPMENT  
 LAWRENCEVILLE, GA 30046

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SHEET TITLE:

SITE PLAN  
 DATE: 11.01.2023 PROJECT NUMBER: Y2023-001-01

SHEET NUMBER

1 SITE PLAN #2  
 SCALE: 30" = 1'-0"



SITE ANALYSIS		
BUILDING	SIZE	PARKING SPACES
BUILDING #1	9,360 SQ. FT.	10
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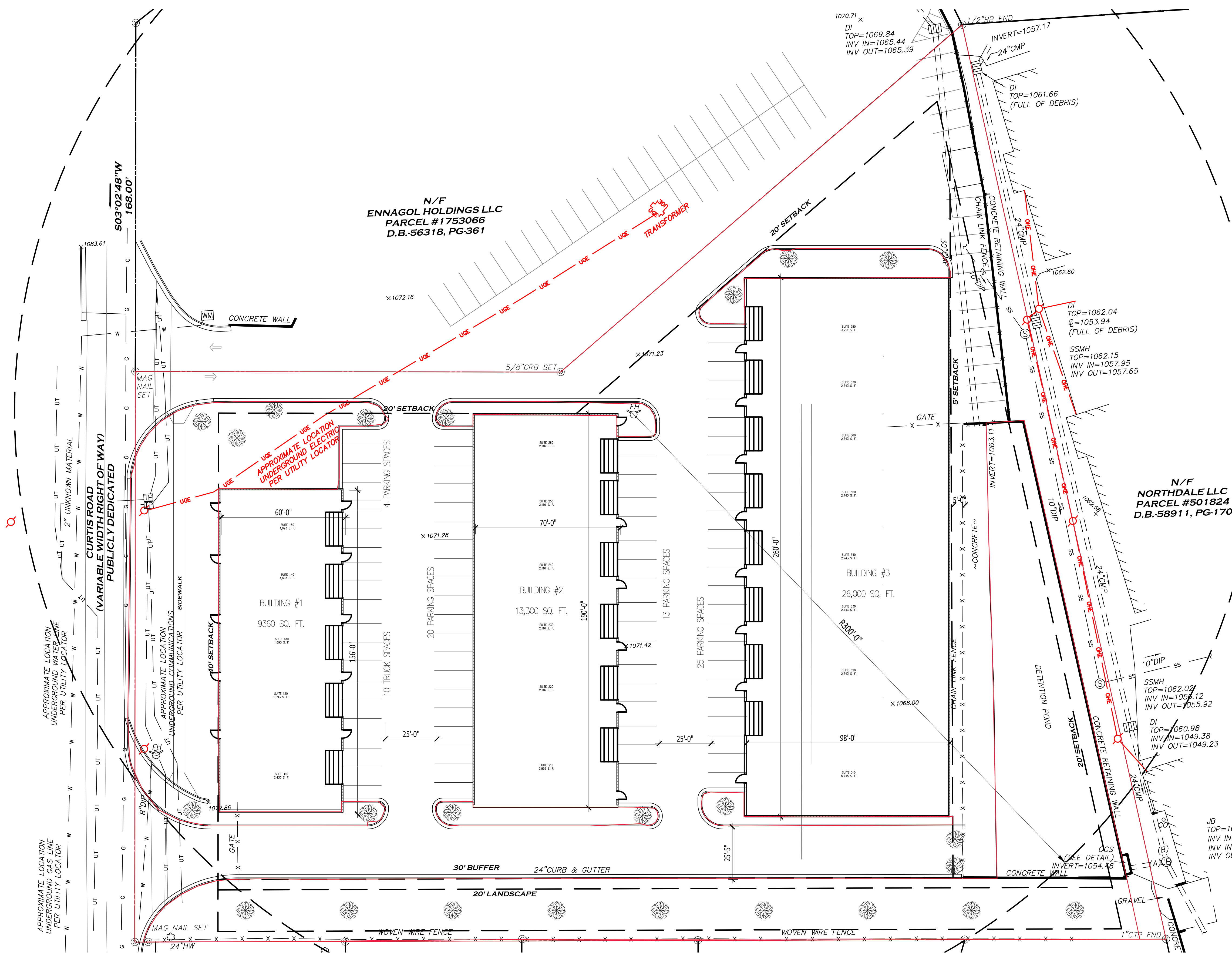
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 Y2023-001-01

SHEET NUMBER



1 SITE PLAN #2  
 SCALE: 30" = 1'-0"





Y STUDIO, LLC  
 853 S. PEACHTREE ST., STE. 104  
 NORCROSS, GA 30071  
 TEL: 770.355.7423  
 FAX: 770.342.0257  
 EMAIL: LOUIS@THEYSTUDIO.COM

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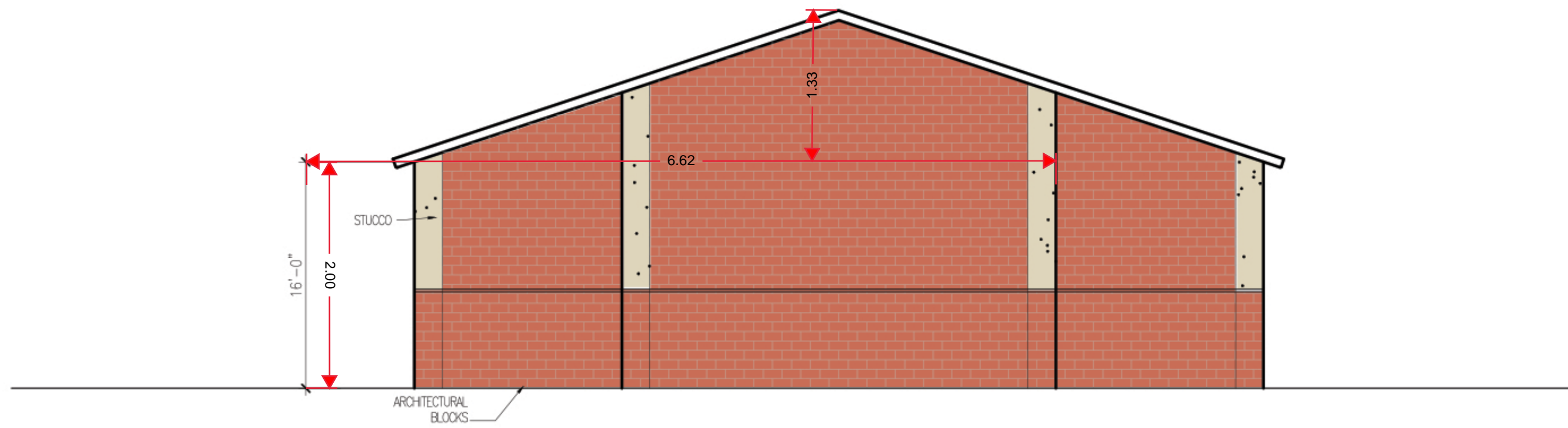
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PRELIMINARY ELEVATIONS

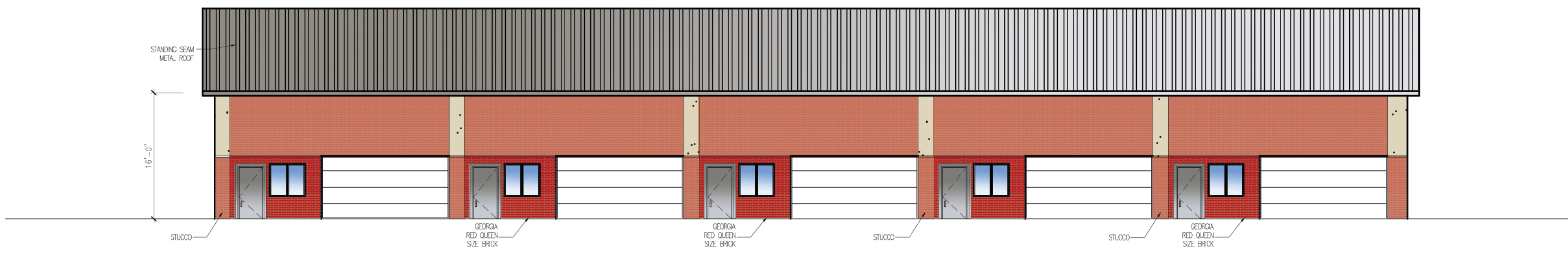
DATE: 11.01.2023 PROJECT NUMBER: Y2023-CDD1-01

SHEET NUMBER

A-4.1



3 PRELIMINARY SIDE ELEVATIONS  
 SCALE: 1/8" = 1'-0"



2 PRELIMINARY REAR ELEVATIONS  
 SCALE: 1/8" = 1'-0"



1 PRELIMINARY FRONT ELEVATIONS  
 SCALE: 1/8" = 1'-0"





**Y STUDIO, LLC**  
 853 S. PEACHTREE ST., STE. 104  
 NORCROSS, GA 30071  
 TEL: 770-355-7423  
 FAX: 770-242-0289  
 EMAIL: LQU@THEYSTUDIO.COM

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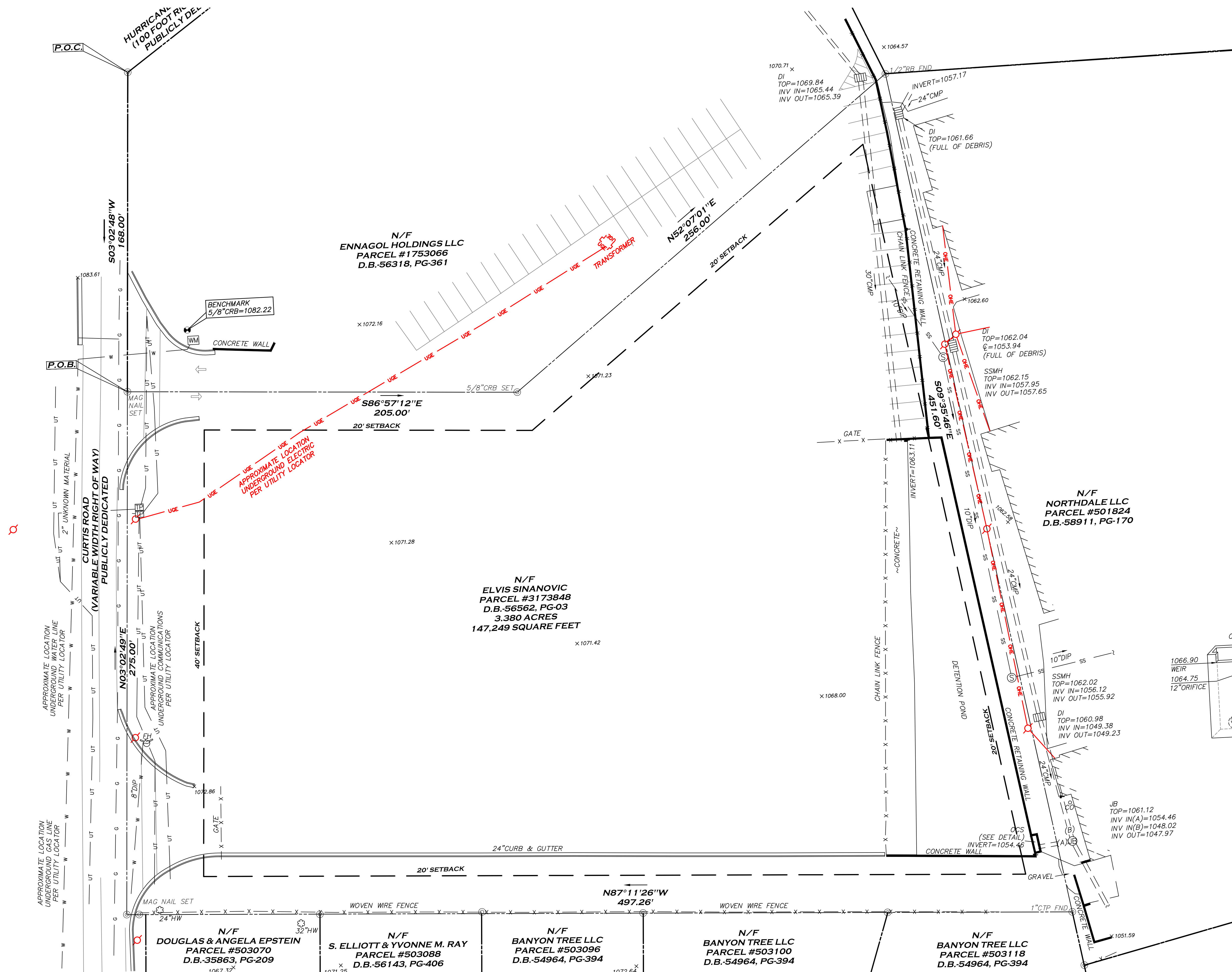
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**EXISTING SITE PLAN**

DATE: 11.01.2023 PROJECT NUMBER: Y2023-001-01

SHEET NUMBER

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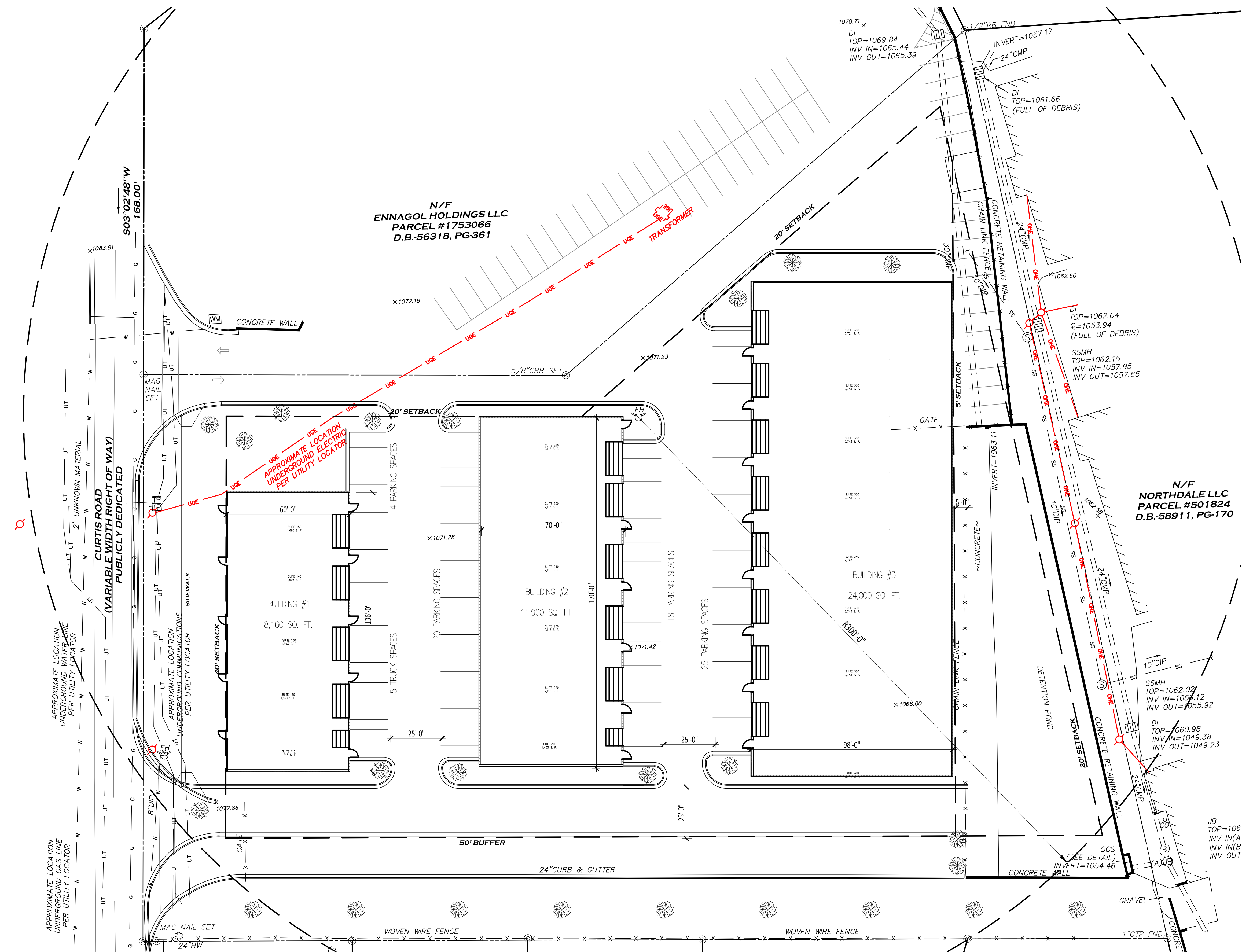
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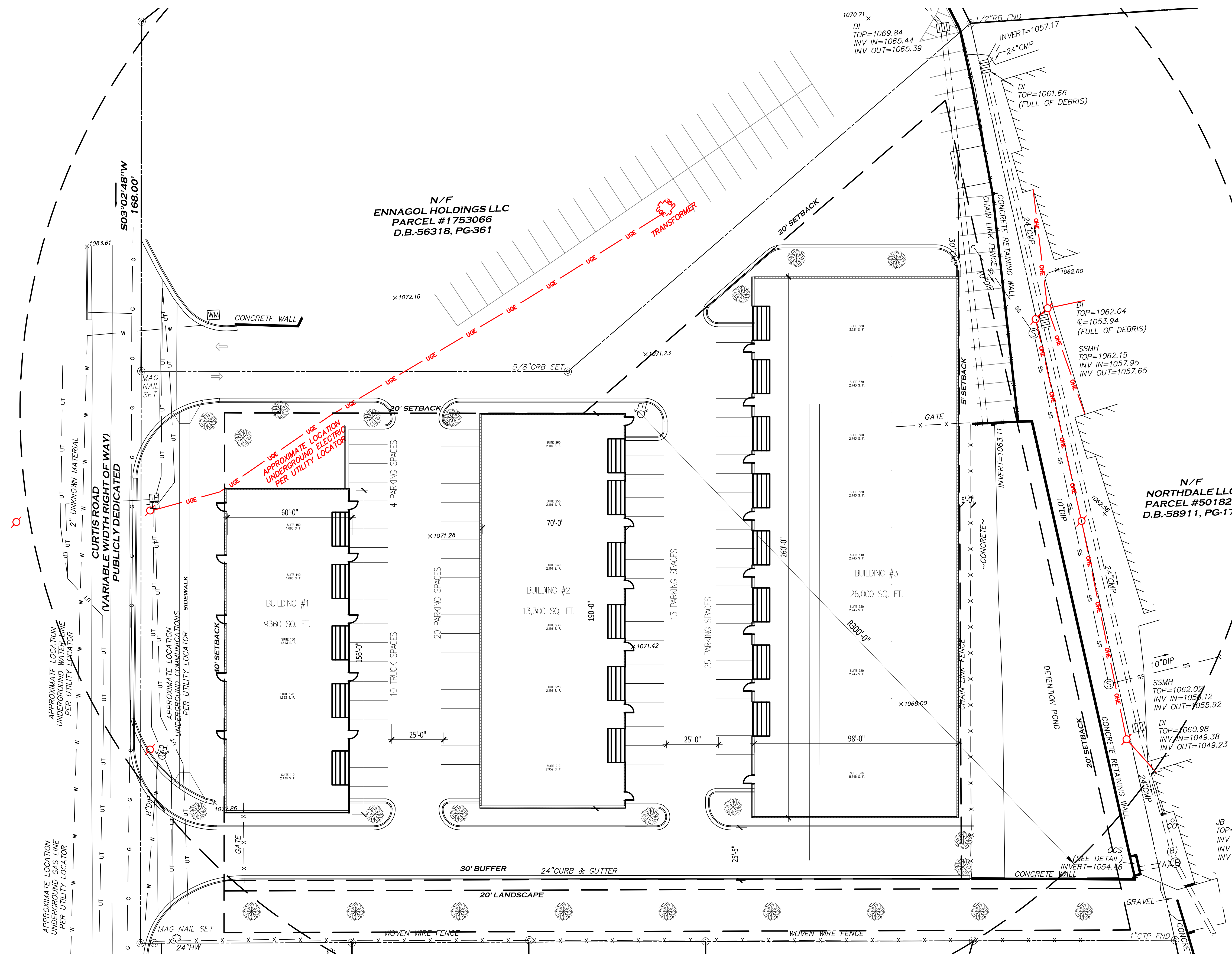


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DRAWN BY: L. YUAN  
 REVIEWED BY: L. YUAN

SHEET TITLE:

SITE PLAN  
 DATE: 11.01.2023 PROJECT NUMBER: Y2023-001-01

SHEET NUMBER

A-1.2





Y STUDIO, LLC  
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RELEASES / DATES

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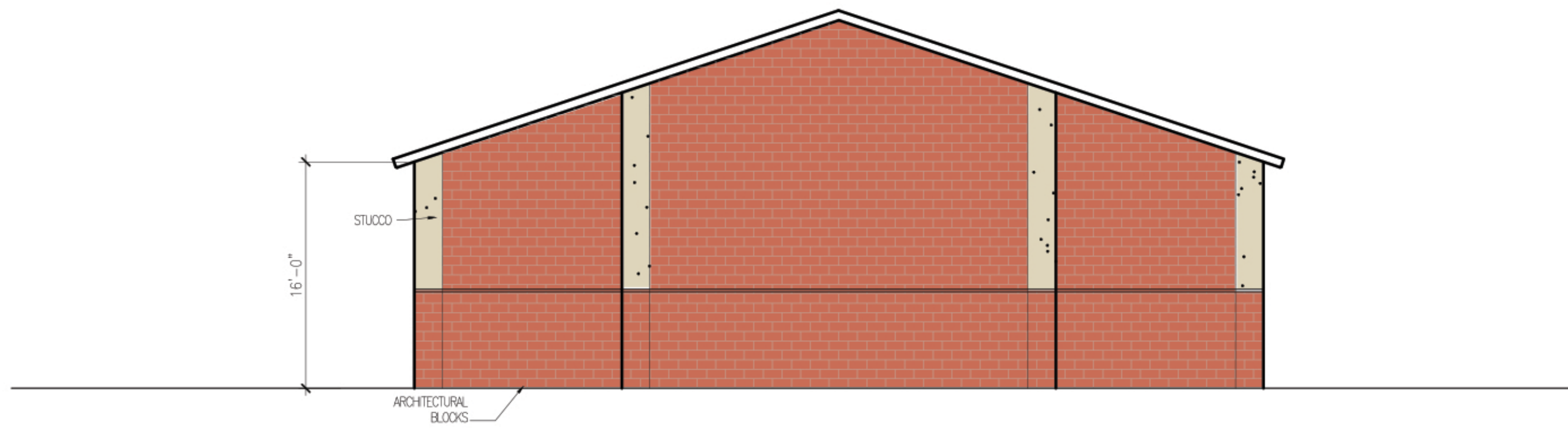
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PRELIMINARY ELEVATIONS

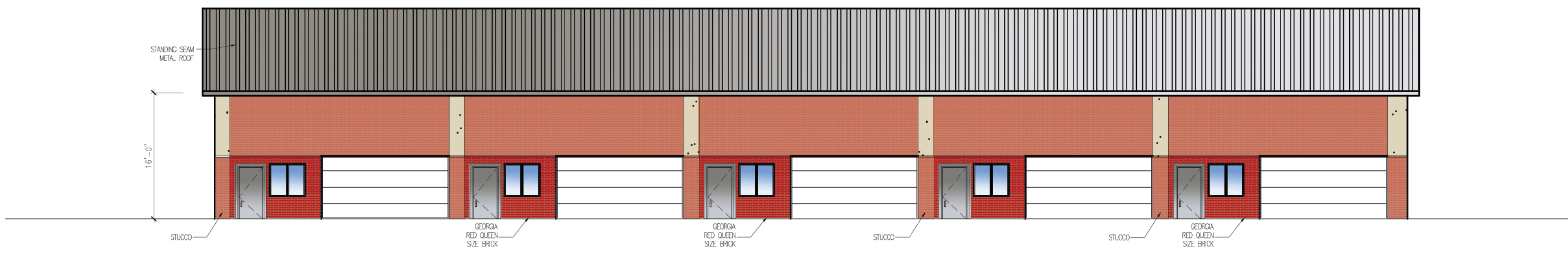
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# LAWRENCEVILLE

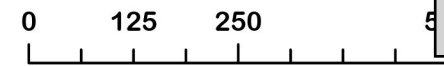
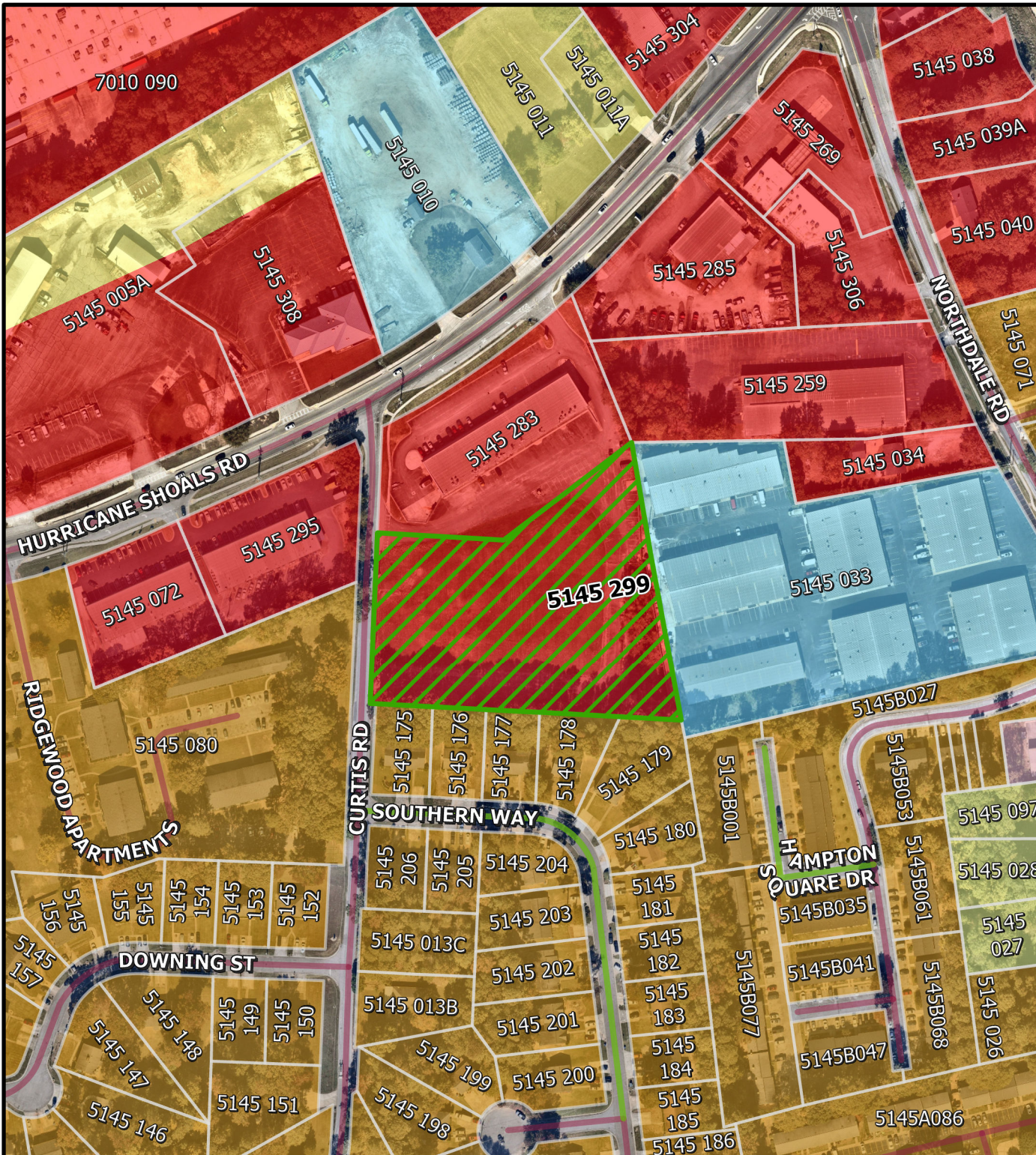
GEORGIA

The City of Lawrenceville  
Planning & Development  
Location Map & Surrounding Areas

**File # RZRC023-00052**

**Applicant: Ming Zhou**

-  Subject Property
  -  Parcels
  -  County Maintained Streets
  -  City Maintained Streets
- Zoning Districts**
-  BG General Business
  -  LM Light Manufacturing
  -  OI Office/Institutional
  -  RM-12 Multifamily Residential
  -  RS-150 Single-Family Residential















# LAWRENCEVILLE

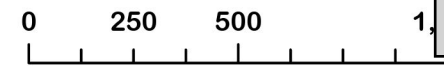
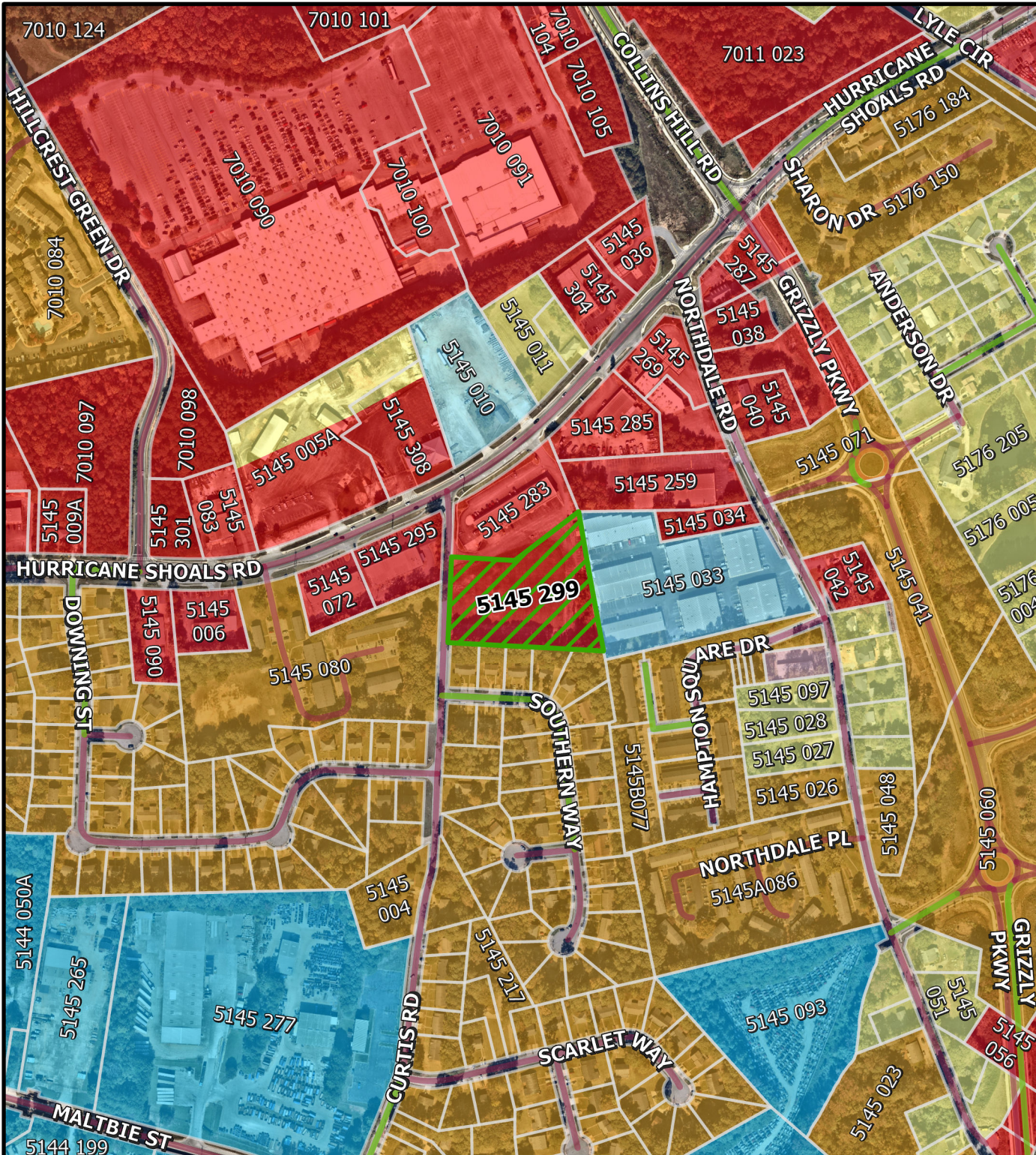
GEORGIA

The City of Lawrenceville  
Planning & Development  
Location Map & Surrounding Areas

**File # RZRC023-00052**

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-  Parcels
-  County Maintained Streets
-  City Maintained Streets
- Zoning Districts**
-  BG General Business
-  LM Light Manufacturing
-  HM Heavy Manufacturing
-  OI Office/Institutional
-  CMU Community Mixed Use
-  RM-12 Multifamily Residential
-  RS-150 Single-Family Residential











# LAWRENCEVILLE

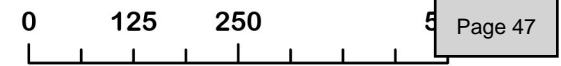
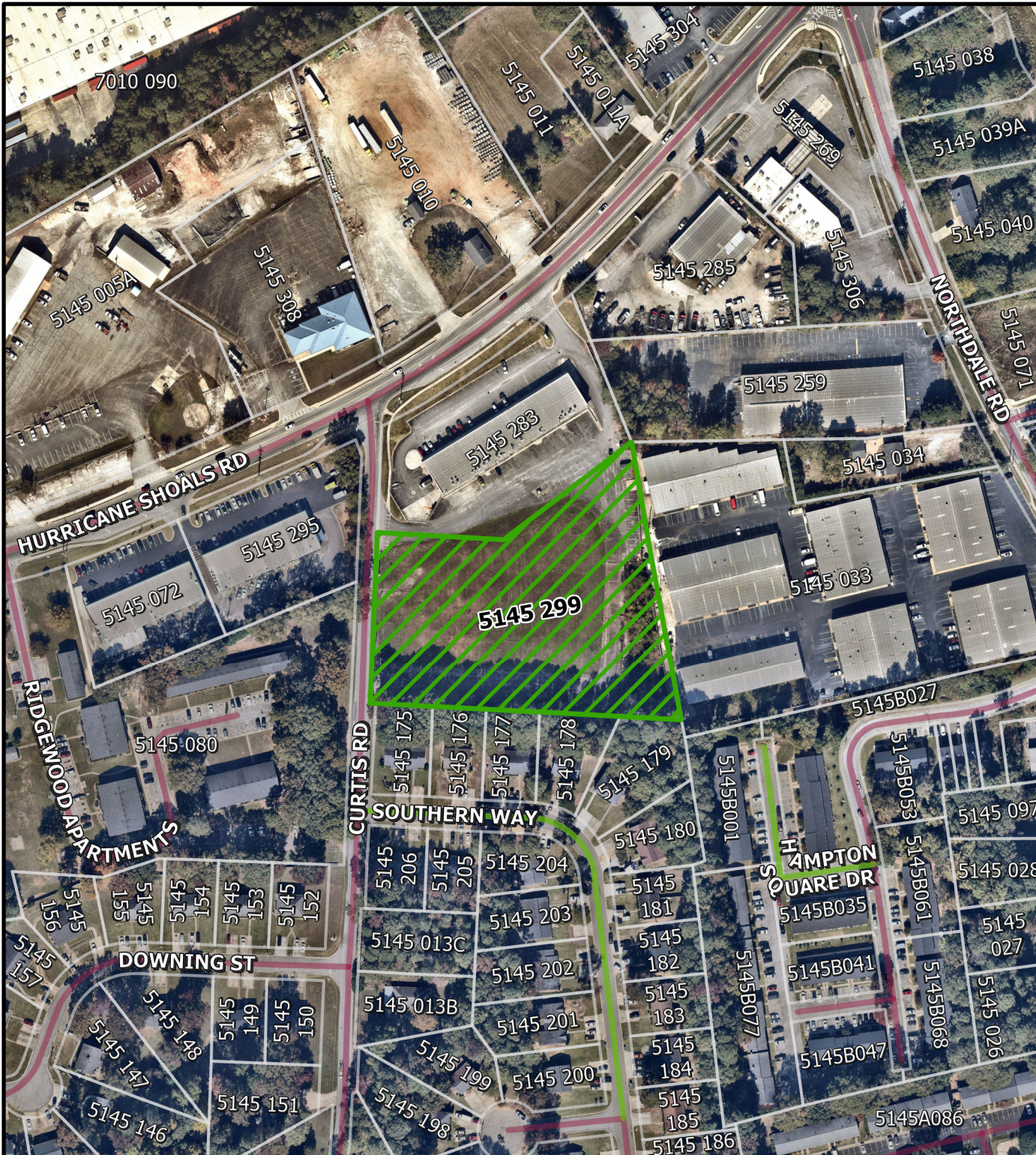
GEORGIA

The City of Lawrenceville  
Planning & Development  
Location Map & Surrounding Areas

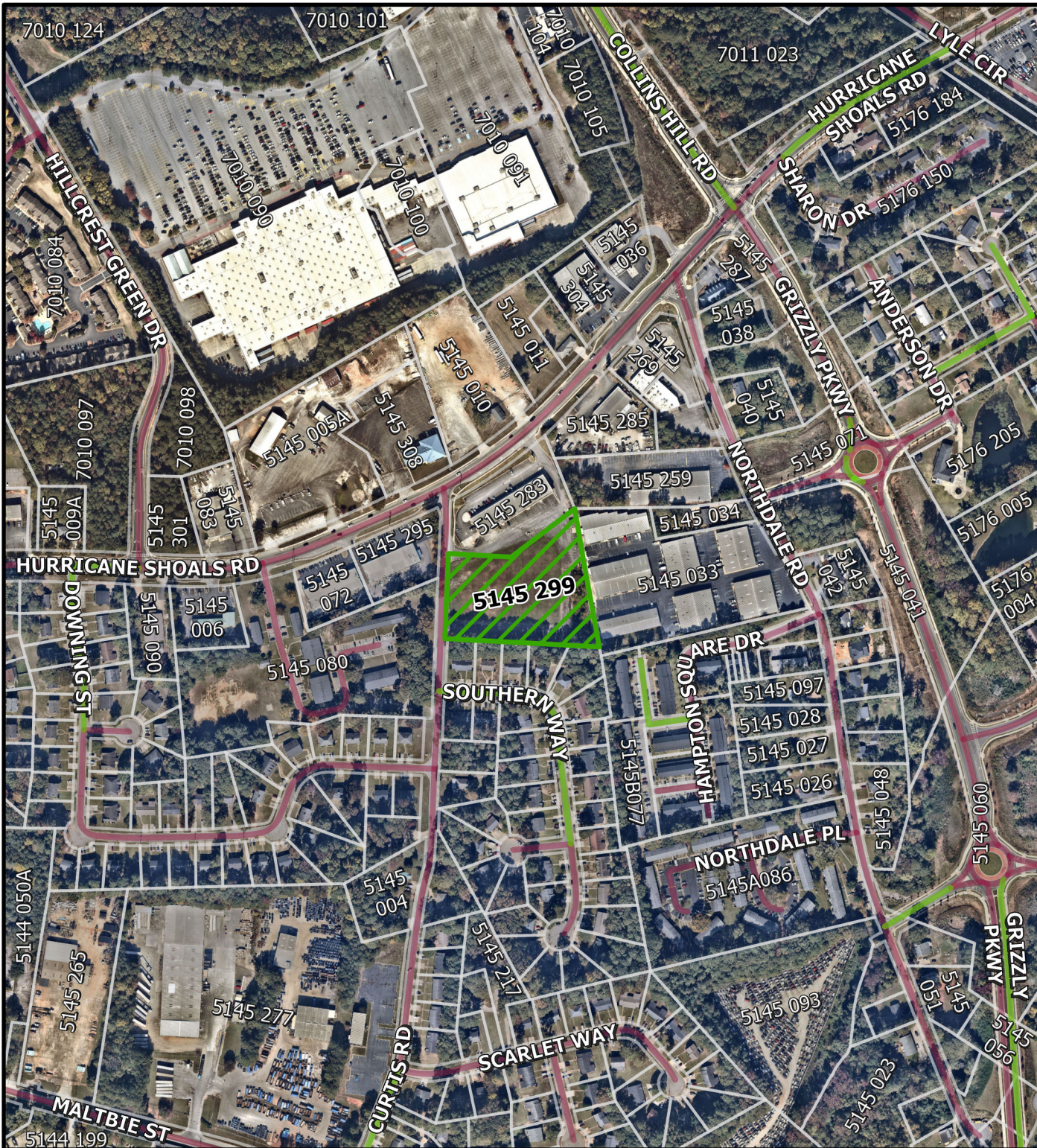
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Applicant: Ming Zhou

-  Subject Property
-  Parcels
-  County Maintained Streets
-  City Maintained Streets











# LAWRENCEVILLE

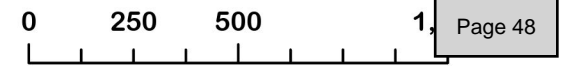
GEORGIA

The City of Lawrenceville  
 Planning & Development  
 Location Map & Surrounding Areas

**File # RZRC023-00052**

**Applicant: Ming Zhou**

-  Subject Property
-  Parcels
-  County Maintained Streets
-  City Maintained Streets







# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: CITY COUNCIL SPECIAL CALL WORK SESSION

AGENDA CATEGORY: DISCUSSION OF CITY BUSINESS

**Item:** An Ordinance to Amend the Zoning Ordinance, ARTICLE 1 Districts

**Department:** Planning and Development

**Date of Meeting:** Wednesday, February 7, 2024

**Applicant Request:** Table item indefinitely

**Presented By:** Todd Hargrave, Director of Planning and Development

**Department Recommendation:** **Table Indefinitely**

**Planning Commission Recommendation:** **Recommendation Pending**

**Summary:** Request to table the decision to the Amendment to ARTICLE 1 Districts, to include two new zoning districts to address infill development.

**Attachments/Exhibits:**

- No attachment



# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: CITY COUNCIL SPECIAL CALLED WORK SESSION  
AGENDA CATEGORY: DISCUSSION OF CITY BUSINESS

**Item:** An Ordinance to Amend the Zoning Ordinance, ARTICLE 6; Architectural and Design Standards

**Department:** Planning and Development

**Date of Meeting:** Wednesday, February 7, 2024

**Applicant Request:** Table Indefinitely

**Presented By:** Todd Hargrave, Director of Planning and Development

**Department Recommendation:** **Table Indefinitely**

**Planning Commission Recommendation:** **Recommendation Pending**

**Summary:** Request to table the amendment to ARTICLE 6 needs to be updated to be consistent with the vision from the 2040 Comprehensive Plan and the 2021 LCI for City of Lawrenceville.

**Attachments/Exhibits:**

- No attachments





# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: CITY COUNCIL SPECIAL CALLED WORK SESSION  
AGENDA CATEGORY: DISCUSSION OF NEW BUSINESS

**Item:** An Ordinance to Amend the Zoning Ordinance, ARTICLE 10; Definitions

**Department:** Planning and Development

**Date of Meeting:** Wednesday, February 7, 2024

**Applicant Request:** Table indefinitely

**Presented By:** Todd Hargrave, Director of Planning and Development

**Department Recommendation:** **Table Indefinitely**

**Planning Commission Recommendation:** **Recommendation Pending**

**Summary:** Request to table indefinitely the Amendment to ARTICLE 10 Definitions is necessary to clarify language that is consistent with Georgia State Law.

**Attachments/Exhibits:**

- No attachments



# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: SPECIAL CALL, WORK SESSION, FEBRUARY 7, 2024  
AGENDA CATEGORY: GENERAL DISCUSSION ITEM

- Item:** Purchase of Cohesity Backup System
- Department:** Information Technology
- Date of Meeting:** Wednesday, February 7, 2024
- Fiscal Impact:** \$270,888.00
- Presented By:** Kyle Parker, Information Technology Director
- Action Requested:** Award Purchase of Cohesity Backup System to SureLock Technology in the amount of \$270,888.00 using competitively procured NCPA cooperative contract 01-96. Authorization for Mayor or City Manager to execute contracts subject to approval by the City Attorney. Contracts to follow award.

**Summary:** Staff is seeking approval to replace the existing backup systems servicing the City Hall, Public Works, and Police networks with a new Cohesity Backup System.

**Background:** The current backup system has encountered occasional issues, requiring intervention from both hardware and software support vendors for resolution. Unfortunately, support responses have been slow. Given the critical role backups play in safeguarding our systems, any disruptions or delays are considered unacceptable.

The IT Department collaborated with SureLock Technology, which proposed two solutions. After careful evaluation, the Cohesity solution emerged as the optimal choice for our systems. We conducted reference checks with environments similar to ours, and all feedback was positive. This system is available for purchase through the National Cooperative Purchasing Alliance (NCPA Contract #01-96).

**Fiscal Impact:** \$270,888.00. Funding is available in project 02-024 (IT – ARPA Projects).

**Attachments/Exhibits:** SureLock – Proposal – CohesityBackupSys.pdf

**SureLock Technology**

297 Industrial Park Dr NE, Suite A  
 Lawrenceville, Georgia 30046  
 United States  
<https://surelocktechnology.com/>  
 (P) 678-712-5346

**Quotation (Open)**

Quote #: 748 1 rev of 1  
 Modified Date: Jan 24, 2024 04:02 PM GMT  
 Expiration Date: 02/21/2024  
 Description: Cohesity Solution Quotation #  
 125454560-1

**Bill To**

City of Lawrenceville  
 70 S Clayton Street  
 Lawrenceville, GA 30046  
 United States  
 (P) 678-407-6406

**Ship To**

City of Lawrenceville  
 70 S Clayton Street  
 Lawrenceville, GA 30046  
 United States  
 (P) 678-407-6406

**Sales Associates**

Preparer: Romero, Samuel  
 E-mail: sromero@surelocktechnology.com  
 Phone: 6787125346 ext. 113  
 Account Manager: Douthit, Alan  
 E-mail: adouthit@surelocktechnology.com

#	Description	Part #	Qty	Unit Price	Total
<b>NCPA Contract# 01-97</b>					
<b>Lawrenceville Cohesity Cluster</b>					
1	C5026-SFP FOUR (4) NODE BLOCK WITH 96 TB SECURE ERASE HDD, 6.4 TB PCI-E FLASH, 512 GB RAM, 16X 10GBE SFP+ PCIE, 4X IPMI; HARDWARE ON LY	C5026-10G-SFP-4	1	\$30,255.00	\$30,255.00
2	PREMIUM (24X7) SUPPORT FOR C5026-10G-SFP-4-INFO; SUBJECT TO THE COHESITY SUPPORT MAINTENANCE TERMS AND CONDITIONS. Term - 36 Months	CS-P-C5026-10G-SFP-4	1	\$10,793.00	\$10,793.00
3	CABLE, 10G, SFP+, TWINAX, 5M	CBL-10G-SFP-005	8	\$83.00	\$664.00
4	COHESITY DATAPROTECT SERVICE SUBSCRIPTION (1 TB). BACKUP AND RECOVERY ACROSS ON-PREM AND CLOUD WORKLOADS. SUBSCRIPTION PER TB OF USABLE STORAGE CAPACITY. Term - 36 Months	SVC-DATAPROTECT	50	\$1,532.00	\$76,600.00
5	INSTALL ONE CLUSTER (3-8 NODES) COHESITY SOFTWARE ONLY. CREATE BACKUP JOBS FOR UP TO 3 WORKLOADS - LIMITED SCOPE. SEE TERMS & CONDITIONS FOR ADDITIONAL DETAILS. PRICED PER SITE. SERVICE DAYS MUST BE CONSECUTIVE BUSINESS DAYS. PRE..	PS-JUMPSTART-SM	1	\$11,068.00	\$11,068.00
<b>Cohesity FORT KNOX</b>					
6	COHESITY FORTKNOX DELIVERED AS A SERVICE ON AWS DATA PLANE. PROVIDES A SECURE SERVICE FOR CUSTOMERS TO VAULT THEIR DATA INTO COHESITY-MANAGED WARM TIER STORAGE IN THE CLOUD. PROVIDES DATA ISOLATION, ANOMALY DETECTION REPORTING, AND F.. Term - 36 Months	SAAS-FORTKNOX-AWS	75	\$1,268.00	\$95,100.00
7	KICK-OFF CALL, PRE-INTEGRATION PLANNING, VERIFICATION OF ACCOUNT ACCESS TO HELIOS, HELIOS GUIDED TOUR, UPGRADE TO REQUIRED COHESITY VERSION FOR FORTKNOX, CREATION OF CLOUD VAULTS, SELECTION OF REGION AND ENCRYPTION KEY MANAGEMENT SYS..	PS-FORTKNOX	1	\$6,641.00	\$6,641.00
8	COHESITY M365 DELIVERED AS A SERVICE (1 USER) ON AZURE DATA PLANE. BACKUP AND RECOVERY OF M365 WORKLOAD. UNLIMITED RETENTION. PRE-PAID SUBSCRIPTION PER USER. UP TO 80FEGB PER USER ON AN AVERAGE. UP TO 3 AZURE REGIONS (AS REGIONS BECO.. Term - 36 Months	SAAS-M365-UNL-AZURE-SM	330	\$93.00	\$30,690.00
9	PS DEPLOYMENT OF COHESITY CLOUD SERVICES OFFERING INCLUDES: KICK-OFF, ONBOARD & TOUR, VERIFY ACCOUNT, SELECT REGION & ENCRYPTION METHOD, REVIEW SUPER ADMIN USER ACCOUNT, HELIOS DASHBOARD & FEATURE TOUR, SAAS CONNECTOR MAN..	PS-CCS-DEPLOY	1	\$4,649.00	\$4,649.00
<b>Cohesity Training</b>					
10	ACCESS TO THE ENTIRE CURRICULUM FOR 1 INSTRUCTOR-LED OR ECOURSE FOR ONE (1) INDIVIDUAL FOR ONE (1) YEAR. CONTACT ACADEMY@COHESITY.COM FOR A SCHEDULE OF COURSE OFFERINGS. ACCESS TO LABS FOR ONE YEAR. EXPIRES 365 DAYS FROM PO. AVAILABL..	TR-ALLACCESSPASS-1C	12	\$369.00	\$4,428.00

**Subtotal: \$270,888.00**  
 Tax (.0000%): \$0.00  
 Shipping: \$0.00  
 Misc: \$0.00  
**Total: \$270,888.00**

**Disclaimer:** SureLock Technology resells products from numerous manufactures. It is common industry practice for manufacturers to offer incentives and rebates for product sales. This quote may contain products or services subject to such incentives. No representation or warranty to the contrary is made. SureLock Technology passed through to the buyer the terms and conditions of the original equipment manufacturers product, software licenses and warranties. Any exceptions must be negotiated directly with the original equipment manufacturer.



# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: SPECIAL CALL, WORK SESSION, FEBRUARY 7, 2024  
AGENDA CATEGORY: GENERAL DISCUSSION ITEM

- Item:** On-Demand Streets and Stormwater Maintenance on an Annual Contract
- Department:** Engineering
- Date of Meeting:** Wednesday, February 7, 2024
- Fiscal Impact:** \$1,000,000.00
- Presented By:** Reginald Anderson, City Engineer
- Action Requested:** Approval to renew On-Demand Streets and Stormwater Maintenance on an Annual Contract to The Dickerson Group, Inc. and A&S Paving, Inc. in the amount of \$1,000,000.00.

**Summary:** This is an on-demand contract for concrete repair/maintenance work, removal & replacement of concrete structures, curbs, and gutters, catch basins, spillways, brick paving, sidewalks, and driveways. It will also be used for the removal & replacement of existing storm drain pipes and stormwater structures, including asphalt patchwork. This contract will be used on an as-needed basis. The contractors will supply all labor, materials, and equipment necessary to perform the various jobs. This is the first of four renewal options. Pricing has remained firm for both companies. This contract amount is within budget. The attached tabulation reflects estimated quantities from the original bid to determine the low bidders.

**Background:** The original awarded amount was \$1,000,000.00. The previous year's spend is \$484,058.05.

**Fiscal Impact:** Amount of \$1,000,000.00. This contract is funded by the Capital Outlay Fund (5614320.541000) Project 25-002, and Capital Outlay Fund (3551565.541000) Project 08-005.

**Attachments/Exhibits:**  
Bid Tabulation

SB013-23

**On-Demand Streets and Stormwater Maintenance on an Annual Contract Engineering**

				A & S Paving		The Dickerson Group, Inc.	
ITEM #	DESCRIPTION	APPROX. QTY		UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Warranties & Bonds	1	LS	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
2	Demo Exis. Concrete Curb & Gutter	400	LF	\$32.00	\$12,800.00	\$12.00	\$4,800.00
3	Demo Exis. Concrete Sidewalk Incl. H/Cap Ramps & Bricks.	300	SY	\$52.00	\$15,600.00	\$30.00	\$9,000.00
4	Demo Exis. Concrete Driveways	300	SY	\$52.00	\$15,600.00	\$30.00	\$9,000.00
5	Demo Exis. Concrete Catch Basin Top & Throat	20	EA	\$500.00	\$10,000.00	\$1,500.00	\$30,000.00
6	Remove & Replace Exis. Pedestal, Mh, Jb, & Cb Tops	20	EA	\$2,800.00	\$56,000.00	\$500.00	\$10,000.00
7	Ditch/ Stream Cleanout – Remove Debris Loose Material, Silt, And Vegetation At Culverts & Storm Drain Structures And Haul Off Unsuitable Soil To Ensure Positive Drainage.	100	CY	\$225.00	\$22,500.00	\$50.00	\$5,000.00
8	Demo Exis. Pipe (All Types, Up To 30”) Include Backfill	50	LF	\$295.00	\$14,750.00	\$20.00	\$1,000.00
9	Demo Exis. Pipe (All Types, From 30” Up To 60”) Include Backfill	50	LF	\$395.00	\$19,750.00	\$20.00	\$1,000.00
10	Construct Complete New - All Included - Sidewalk With Bricks Pavers - W/ Broom Finish, Min. 3,000 Psi	500	SY	\$325.00	\$162,500.00	\$75.00	\$37,500.00
11	Construct Complete New - All Included - Sidewalkwith No Bricks Pavers - W/ Broom Finish, Min. 3,000 Psi	500	SY	\$175.00	\$87,500.00	\$55.00	\$27,500.00
12	Construct Complete New - All Included ADA Ramp	100	SY	\$1,125.00	\$112,500.00	\$180.00	\$18,000.00

**BID TABULATION**

13	Construct Complete New - All Included - Con., Curb & Gutter. 6 In X 24 In, Including GAB & Excavation	500	LF	\$85.00	\$42,500.00	\$25.00	\$12,500.00
14	Construct Complete New - All Included - Con., Curb & Gutter. 6 In X 30 In, Including GAB & Excavation	500	LF	\$85.00	\$42,500.00	\$25.00	\$12,500.00
15	Construct Complete New - All Included - Concrete Driveway Apron, 6" Thick - W/ 6x6 Wwf & GAB Including Excavation)	500	SY	\$120.00	\$60,000.00	\$95.00	\$47,500.00
16	Install Complete Class "B" Concrete	50	CY	\$425.00	\$21,250.00	\$400.00	\$20,000.00
17	Install Complete Flowable Fill	25	CY	\$275.00	\$6,875.00	\$400.00	\$10,000.00
18	Construct Complete All Included - Double Wing Catch Basin (Less Than 6' Depth)	30	EA	\$6,800.00	\$204,000.00	\$10,000.00	\$300,000.00
19	Additional Depth –For Double Wing Catch Basin	1	LF	\$1,200.00	\$1,200.00	\$650.00	\$650.00
20	Construct Complete All Included - Single Wing Catch Basin (Less Than 6' Depth)	30	EA	\$6,800.00	\$204,000.00	\$10,000.00	\$300,000.00
21	Additional Depth For Single Wing Catch Basin	1	LF	\$1,200.00	\$1,200.00	\$650.00	\$650.00
22	Construct/Replace Complete Con. Tops For Catch Basins & Manholes & Junction Boxes	30	EA	\$2,000.00	\$60,000.00	\$3,500.00	\$105,000.00
23	Construct Complete All Included - Pedestal Inlet (Less Than 6' Depth)	15	EA	\$6,000.00	\$90,000.00	\$10,000.00	\$150,000.00
24	Additional Depth For Pedestal Inlet	1	LF	\$1,200.00	\$1,200.00	\$650.00	\$650.00
25	Construct Complete All Included - Hood & Frame Drop Inlet With Vine Grate (Less Than 6' Depth)	30	EA	\$6,000.00	\$180,000.00	\$10,000.00	\$300,000.00
26	Additional Depth For Hood & Frame Drop Inlet With Vine Grate	1	LF	\$1,200.00	\$1,200.00	\$650.00	\$650.00
27	Construct Complete All Included - Manhole (Less Than 6' Depth)	15	EA	\$6,000.00	\$90,000.00	\$10,000.00	\$150,000.00
28	Additional Depth For Manhole	1	LF	\$1,200.00	\$1,200.00	\$650.00	\$650.00
29	Construct Complete All Included - Doghouse Manhole (Less Than 6' Depth)	3	EA	\$6,000.00	\$18,000.00	\$8,500.00	\$25,500.00
30	Additional Depth For Doghouse Manhole	1	LF	\$1,200.00	\$1,200.00	\$650.00	\$650.00
31	Construct Complete All Included – 18" Flared End Section	5	EA	\$10.00	\$50.00	\$1,700.00	\$8,500.00

**BID TABULATION**

32	Construct Complete All Included – 24” Flared End Section	5	EA	\$10.00	\$50.00	\$1,900.00	\$9,500.00
33	Construct Complete All Included – 30” Flared End Section	5	EA	\$10.00	\$50.00	\$2,000.00	\$10,000.00
34	Construct Complete All Included – 36” Flared End Section	5	EA	\$10.00	\$50.00	\$2,500.00	\$12,500.00
35	Construct Complete All Included – 42” Flared End Section	5	EA	\$10.00	\$50.00	\$3,200.00	\$16,000.00
36	Construct Complete All Included – 48” Flared End Section	5	EA	\$10.00	\$50.00	\$4,000.00	\$20,000.00
37	Construct Complete All Included - 18” Precast Concrete Headwall	15	EA	\$10.00	\$150.00	\$1,800.00	\$27,000.00
38	Construct Complete All Included - 24” Precast Concrete Headwall	15	EA	\$10.00	\$150.00	\$1,800.00	\$27,000.00
39	Construct Complete All Included - 30” Precast Concrete Headwall	15	EA	\$10.00	\$150.00	\$1,800.00	\$27,000.00
40	Construct Complete All Included - 36” Precast Concrete Headwall	15	EA	\$10.00	\$150.00	\$2,300.00	\$34,500.00
41	Construct Complete All Included - 42” Precast Concrete Headwall	15	EA	\$10.00	\$150.00	\$2,500.00	\$37,500.00
42	Construct Complete All Included - 48” Precast Concrete Headwall	15	EA	\$10.00	\$150.00	\$3,000.00	\$45,000.00
43	Construct Complete All Included - 54” Precast Concrete Headwall	15	EA	\$10.00	\$150.00	\$3,900.00	\$58,500.00
44	Construct Complete All Included - 60” Precast Concrete Headwall	15	EA	\$10.00	\$150.00	\$5,000.00	\$75,000.00
45	Install Complete 5” Concrete Flume	150	SY	\$225.00	\$33,750.00	\$95.00	\$14,250.00
46	Install Temporary Silt Fence Type "C" All Included.	400	LF	\$4.00	\$1,600.00	\$4.50	\$1,800.00
47	Install On All Disturbed Areas Permanent Vegetation & Landscaping - Grassing- Sod (All Types) To Match Existing Including Agricultural Lime - Fertilizer Mixed Grade & Watering. All Included	200	SY	\$59.00	\$11,800.00	\$40.00	\$8,000.00

**BID TABULATION**

48	Install Temp. Inlet Protection At All Inlet Structures All Included.	4	EA	\$1,200.00	\$4,800.00	\$150.00	\$600.00
49	Stone Rip Rap Type I, Complete In Place (Including Filter Fabric)	500	TON	\$110.00	\$55,000.00	\$70.00	\$35,000.00
50	Stone Rip Rap Type Iii, Complete In Place (Including Filter Fabric)	500	TON	\$100.00	\$50,000.00	\$75.00	\$37,500.00
51	Install Complete In Place - Graded Aggregate Base Compacted (GAB) - 6" - 10" Thick All Included	100	TON	\$110.00	\$11,000.00	\$55.00	\$5,500.00
52	Install All Included Complete - # 57 Stone In Place.	100	TON	\$75.00	\$7,500.00	\$75.00	\$7,500.00
53	Street Patching. Asphalt Saw Cuts & Patching (Min 6" GAB Compacted, Min. 3" 19 Mm Binder & Min. 2" 9.5 Mm Topping) Compaction Including & Tack	50	SY	\$210.00	\$10,500.00	\$210.00	\$10,500.00
54	Road Cut Repair (10" Concrete Cap With 1.5" Asphalt Patch 9.5 Mm Superpave)	50	SY	\$275.00	\$13,750.00	\$275.00	\$13,750.00
55	Remove And Replace Unsuitable Soil – All Included	40	CY	\$105.00	\$4,200.00	\$60.00	\$2,400.00
56	Install Complete 18" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$168.00	\$16,800.00	\$110.00	\$11,000.00
57	Additional Depth For 18" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$40.00	\$40.00
58	Install Complete 18" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$143.00	\$14,300.00	\$110.00	\$11,000.00
59	Additional Depth For 18" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$40.00	\$40.00
60	Install Complete 24" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$186.00	\$18,600.00	\$120.00	\$12,000.00



**BID TABULATION**

61	Additional Depth For 24" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$40.00	\$40.00
62	Install Complete 24" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$145.00	\$14,500.00	\$120.00	\$12,000.00
63	Additional Depth For 24" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$40.00	\$40.00
64	Install Complete 30" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$211.00	\$21,100.00	\$145.00	\$14,500.00
65	Additional Depth For 30" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$40.00	\$40.00
66	Install Complete 30" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$163.00	\$16,300.00	\$145.00	\$14,500.00
67	Additional Depth For 30" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$40.00	\$40.00
68	Install Complete 36" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$245.00	\$24,500.00	\$171.00	\$17,100.00
69	Additional Depth For 36" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$40.00	\$40.00
70	Install Complete 36" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$175.00	\$17,500.00	\$171.00	\$17,100.00
71	Additional Depth For 36" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$40.00	\$40.00

**BID TABULATION**

72	Install Complete 42" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$275.00	\$27,500.00	\$220.00	\$22,000.00
73	Additional Depth For 42" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$40.00	\$40.00
74	Install Complete 42" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$189.00	\$18,900.00	\$220.00	\$22,000.00
75	Additional Depth For 42" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$40.00	\$40.00
76	Install Complete 48" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$316.00	\$31,600.00	\$275.00	\$27,500.00
77	Additional Depth For 48" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$40.00	\$40.00
78	Install Complete 48" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$191.00	\$19,100.00	\$275.00	\$27,500.00
79	Additional Depth For 48" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$40.00	\$40.00
80	Install Complete 54" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$371.00	\$37,100.00	\$340.00	\$34,000.00
81	Additional Depth For 54" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$40.00	\$40.00
82	Install Complete 54" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$259.00	\$25,900.00	\$1.00	\$100.00

**BID TABULATION**

83	Additional Depth For 54" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$1.00	\$1.00
84	Install Complete 60" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$441.00	\$44,100.00	\$377.00	\$37,700.00
85	Additional Depth For 60" RCP Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$45.00	\$45.00
86	Install Complete 60" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins. (0' To 8' Deep)	100	LF	\$273.00	\$27,300.00	\$377.00	\$37,700.00
87	Additional Depth For 60" HDPE Pipe Incl. Stone Bedding, Stone Backfill Up To Spring Elevation, Shoring & Including All Tie-Ins.	1	LF	\$125.00	\$125.00	\$45.00	\$45.00
88	Remove/Relocate Road Sign, Incl. Mailboxes	25	EA	\$150.00	\$3,750.00	\$100.00	\$2,500.00
89	Adjust Hydrant To Grade	8	EA	\$1,200.00	\$9,600.00	\$1,575.00	\$12,600.00
90	Adjust Manhole Top, Frame And Cover To Grade With Concrete Colar (All Types)	8	EA	\$2,200.00	\$17,600.00	\$650.00	\$5,200.00
91	Relocate Exist Water Meter Incl. Box	8	EA	\$1,500.00	\$12,000.00	\$1,500.00	\$12,000.00
92	Relocate Exist Fire Hydrant	5	EA	\$2,500.00	\$12,500.00	\$3,500.00	\$17,500.00
93	Mobilization – Work Order (Engineer Estimate) Less Than \$5,000.00	1	EA	\$10,000.00	\$10,000.00	\$4,000.00	\$4,000.00
94	Mobilization – Work Order (Engineer Estimate) Over \$5,000.00 And Less Than \$10,000.00	1	EA	\$10,000.00	\$10,000.00	\$4,000.00	\$4,000.00
95	Mobilization – Work Order (Engineer Estimate) Over \$10,000.00 And Less Than \$20,000.00	1	EA	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00
96	Mobilization – Work Order (Engineer Estimate) Over \$20,000.00 And Less Than \$50,000.00	1	EA	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
97	Mobilization – Work Order (Engineer Estimate) Over \$50,000.00	1	EA	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
98	Major Traffic Control – Total Per Project	1	LS	\$7,500.00	\$7,500.00	\$5,000.00	\$5,000.00

**BID TABULATION**

99	Minor Traffic Control – Total Per Project	1	LS	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00
100	Stream By-pass pumping (all included) – 4” Pump	10	HR	\$75.00	\$750.00	\$65.00	\$650.00
<b>TOTAL SECTION A</b>				\$2,252,025.00		\$2,540,261.00	

Section B CCTV Storm Drain Pipe Inspections & Clean-Out							
				A & S Paving		The Dickerson Group, Inc.	
ITEM #	DESCRIPTION	APPROX. QTY		UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Light Stormwater Pipe Cleaning ≥ 15” Dia Pipe Up To 28” Pipe Dia Pipe	100	LF	\$25.00	\$2,500.00	\$8.00	\$800.00
2	Light Stormwater Pipe Cleaning ≥ 30” Dia Pipe Up To 48” Pipe Dia Pipe	100	LF	\$25.00	\$2,500.00	\$8.00	\$800.00
3	Light Stormwater Pipe Cleaning ≥ 48” Dia Pipe Up To 60” Pipe Dia Pipe	100	LF	\$30.00	\$3,000.00	\$10.00	\$1,000.00
4	Heavy Stormwater Pipe Cleaning ≥ 15” Dia Pipe Up To 28” Pipe Dia Pipe	100	LF	\$100.00	\$10,000.00	\$15.00	\$1,500.00
5	Heavy Stormwater Pipe Cleaning ≥ 30” Dia Pipe Up To 48” Pipe Dia Pipe	100	LF	\$115.00	\$11,500.00	\$20.00	\$2,000.00
6	Heavy Stormwater Pipe Cleaning ≥ 48” Dia Pipe Up To 60” Pipe Dia Pipe	100	LF	\$130.00	\$13,000.00	\$25.00	\$2,500.00
7	Televised (CCTV) Inspections Of Existing Storm Drain Pipe Systems At Various Locations Throughout The City Of Lawrenceville Ga ≥ 15” Dia Pipe Up To 28” Pipe Dia Pipe	100	LF	\$30.00	\$3,000.00	\$3.00	\$300.00
8	Televised (CCTV) Inspections Of Existing Storm Drain Pipe Systems At Various Locations Throughout The City Of Lawrenceville Ga ≥ 30” Dia Pipe Up To 48” Pipe Dia Pipe	100	LF	\$30.00	\$3,000.00	\$4.00	\$400.00

**BID TABULATION**

9	Televised (CCTV) Inspections Of Existing Storm Drain Pipe Systems At Various Locations Throughout The City Of Lawrenceville Ga ≥ 48” Dia Pipe Up To 60” Pipe Dia Pipe	100	LF	\$30.00	\$3,000.00	\$5.00	\$500.00
10	Storm Drain Structure Inspection (All Types)	5	EA	\$750.00	\$3,750.00	\$750.00	\$3,750.00
11	Stormwater Inlet/Outlet Structure Cleaning	20	EA	\$1,200.00	\$24,000.00	\$500.00	\$10,000.00
<b>TOTAL SECTION B</b>				\$79,250.00		\$23,550.00	
<b>TOTAL SECTIONS A &amp; B</b>				\$2,331,275.00		\$2,563,811.00	
Will vendor hold pricing firm? Renewal Option 1				10% increase		10% increase	
Will vendor hold pricing firm? Renewal Option 2				10% increase		10% increase	
Will vendor hold pricing firm? Renewal Option 3				10% increase		10% increase	
Will vendor hold pricing firm? Renewal Option 4				10% increase		10% increase	

**Recommended Vendors:**

The Dickerson Group, Inc.  
 871 Old Peachtree Road NW  
 Lawrenceville, GA 30043  
 770-513-4558  
[jason.freeland@dickersongroup.net](mailto:jason.freeland@dickersongroup.net)

A&S Paving, Inc.  
 2747 S. Stone Mountain Lithonia Rd.  
 Lithonia, GA 30058  
 770-482-1597  
[info@aspaving.com](mailto:info@aspaving.com)



# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: SPECIAL CALL, WORK SESSION, FEBRUARY 7, 2024

AGENDA CATEGORY: GENERAL DISCUSSION ITEM

- Item:** Janitorial Maintenance Services on an Annual Contract
- Department:** Facilities and Grounds
- Date of Meeting:** Wednesday, February 7, 2024
- Fiscal Impact:** \$141,300.00
- Presented By:** Brian Osborne, Facilities & Grounds Maintenance Manager
- Action Requested:** Award Janitorial Maintenance Services on an Annual Contract using competitively bid Gwinnett County contract RP021-20 to Intercontinental Commercial Services, Inc. in the amount of \$141,300.00.

**Summary:** This contract is for the provision of professional janitorial services which will provide necessary routine interior cleaning and specified building maintenance services for city facilities. The amount is \$17,000.00 over budget and will use contingency funds.

**Fiscal Impact:** Amount of \$141,300.00. This contract is funded by the Custodial Services Fund (1001565.522130).

**Attachments/Exhibits:**  
Cost Tabulation

COST TABULATION

**RP021-20 (GC)**  
**Janitorial Maintenance Services on an Annual Contract**  
**Facilities**

			<b>Intercontinental Commercial Services, Inc.</b>	
ITEM #	DESCRIPTION	QTY.	UNIT PRICE	TOTAL PRICE
1.	City Hall	12 MON	\$4,750.00	\$57,000.00
2.	Public Works	12 MON	\$2,475.00	\$29,700.00
3.	Police Department	12 MON	\$4,550.00	\$54,600.00
<b>TOTAL</b>			\$141,300.00	

**Recommended Vendor:**

Intercontinental Commercial Services, Inc.  
 912 Hurricane Shoals Road, NE  
 Lawrenceville, GA 30043  
 P: 678-530-0401



# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: SPECIAL CALL, WORK SESSION FEBRUARY 7, 2024

AGENDA CATEGORY: COUNCIL BUSINESS NEW BUSINESS

- Item:** Flock Safety Raven Gun Shot Detection System
- Department:** Police
- Date of Meeting:** Wednesday, February 7, 2024
- Fiscal Impact:** \$84,000 Speed Zone
- Presented By:** Captain Brad Grove
- Action Requested:** Approve purchase of Flock Safety Raven Gun Shot Detection system for a two-year period.

**Summary:** Gunshot detection systems detect and locate firearm discharges. These systems have been adapted for law enforcement operations to provide gunshot detection over a large area to an accuracy of within a few feet. These systems use multiple sensor units to detect and locate gunshots. In addition to notifying law enforcement of gunshots, the data collected by gunshot detection systems can be used as forensic evidence during legal proceedings.

**Background:** On average, the police department responds to 911 “Discharging Firearms” Calls for Service (CFS) 137 times per year. Responding officers are dispatched to an area in which 911 calls originate. Depending on the type of weapon fired and other conditions such as weather and terrain, the area in which an officer must search can be very wide. In fact, statistically one-half of the dispatched CFS the responding officer is unable to locate the exact area, identify a suspect, or recover any potential evidence such as shell casings.

Flock Raven utilizes prepositioned audio devices to cover an area and incorporates gun shot detection into Flock OS and mobile devices to alert Dispatch and Patrol Officers immediately to an area within 90’ accuracy. This system fully integrates with our current Flock OS system that provides citywide License Plate Recognition (LPR) data allowing for real-time objective awareness leading to more successful investigations of gunshots throughout the city.



**Fiscal Impact:** \$84,000 to be funded out of Speed Zone Camera GL: 2853210-531600.

**Concurrences:** Purchasing.

**Attachments/Exhibits:**

**2-year Flock Raven Agreement \$84,000**

**Flock Safety Raven Product Sheet**

**Flock Safety + GA - City of  
Lawrenceville**

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Flock Group Inc.  
1170 Howell Mill Rd, Suite 210  
Atlanta, GA 30318

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**MAIN CONTACT:**

Robert Lacey  
robert.lacey@flocksafety.com  
4047717733

**flock safety**

# flock safety

## ORDER FORM

This order form (“**Order Form**”) hereby incorporates and includes the terms of the previously executed agreement (the “**Terms**”) which describe and set forth the general legal terms governing the relationship (collectively, the "**Agreement**" ). The Terms contain, among other things, warranty disclaimers, liability limitations and use limitations.

This additional services Agreement will be effective when this Order Form is executed by both Parties (the “**Effective Date**”)

Customer: GA - City of Lawrenceville  
Legal Entity Name: GA - City of Lawrenceville  
Accounts Payable Email: bgrove@lawrencevillepd.com  
Address: 300 Jackson St Lawrenceville, Georgia  
30046

Initial Term: 24 Months  
Renewal Term: 24 Months  
Payment Terms: Net 30  
Billing Frequency: Annual Plan - First Year Invoiced at Signing.  
Retention Period: 30 Days

### Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
<b>Flock Safety Platform</b>			<b>\$42,000.00</b>
<b>Flock Safety Audio Products</b>			
Flock Safety Raven ® - 1/4mi	Included	2	Included
Flock Safety Raven ® - 1mi	Included	1	Included

### Professional Services and One Time Purchases

Item	Cost	Quantity	Total
<b>One Time Fees</b>			

<b>Subtotal Year 1:</b>	\$42,000.00
<b>Annual Recurring Subtotal:</b>	\$42,000.00
<b>Discounts:</b>	\$34,000.00
<b>Estimated Tax:</b>	\$0.00
<b>Contract Total:</b>	\$84,000.00

## Billing Schedule

Billing Schedule	Amount (USD)
<b>Year 1</b>	
At Contract Signing	\$42,000.00
<b>Annual Recurring after Year 1</b>	\$42,000.00
<b>Contract Total</b>	\$84,000.00

\*Tax not included

## Discounts

Discounts Applied	Amount (USD)
Flock Safety Platform	\$34,000.00
Flock Safety Add-ons	\$0.00
Flock Safety Professional Services	\$0.00

## Product and Services Description

8.

Flock Safety Platform Items	Product Description	Terms
Flock Safety Raven®	An audio detection device that provides real-time alerting to law enforcement based on programmed audio events.	The Term shall commence upon first installation and validation of Flock Hardware.
Flock Safety Raven®	An audio detection device that provides real-time alerting to law enforcement based on programmed audio events.	The Term shall commence upon first installation and validation of Flock Hardware.

One-Time Fees	Service Description
Installation on existing infrastructure	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Professional Services - Advanced Implementation Fee	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.

## FlockOS Features & Description


### Package: Community

FlockOS Features	Description
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By executing this Order Form, Customer represents and warrants that it has read and agrees to all of the terms and conditions contained in the previously executed agreement. The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

Customer: GA - City of Lawrenceville

By:   
Name: MARK SMITH  
Title: GENERAL COUNSEL  
Date: 15 DECEMBER 2023

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_  
PO Number: \_\_\_\_\_



flock safety

# Flock Safety Raven®

Audio Detection Device



Secure the scene and preserve critical evidence by pairing gunshot detection that works with your LPR and video.

## PROBLEM

Traditional gunshot detection only tells you there was a shooting. It doesn't provide real-time contextual evidence, like vehicular information, to identify suspects and their direction of travel.

**Because of this lack of key evidence, many cases go unsolved.**

## SOLUTION

Flock Safety Raven® works with Flock Safety LPR and video cameras to deliver actionable evidence officers need to respond to shootings quickly, allowing them to locate victims, preserve critical evidence, and identify suspect vehicle leads.

1

### DETECT AND LOCATE GUNSHOTS AND VICTIMS OFTEN BEFORE 911 IS CALLED

Receive notification of shots fired in 60 seconds or less, so you can arrive on the scene quickly and confidently to secure the scene, locate victims and preserve evidence.

2

### IDENTIFY REAL-TIME VEHICLE LEADS WITH SIMPLE SOFTWARE

See a virtual crime scene perimeter in real-time to search the area of a shooting for potential suspects via vehicle leads.

3

### BUILD STRONGER CASES FOR GUN-RELATED CRIMES

Collect vital audio and geospatial data to corroborate physical evidence – like shell casings – from the scene of a shooting.

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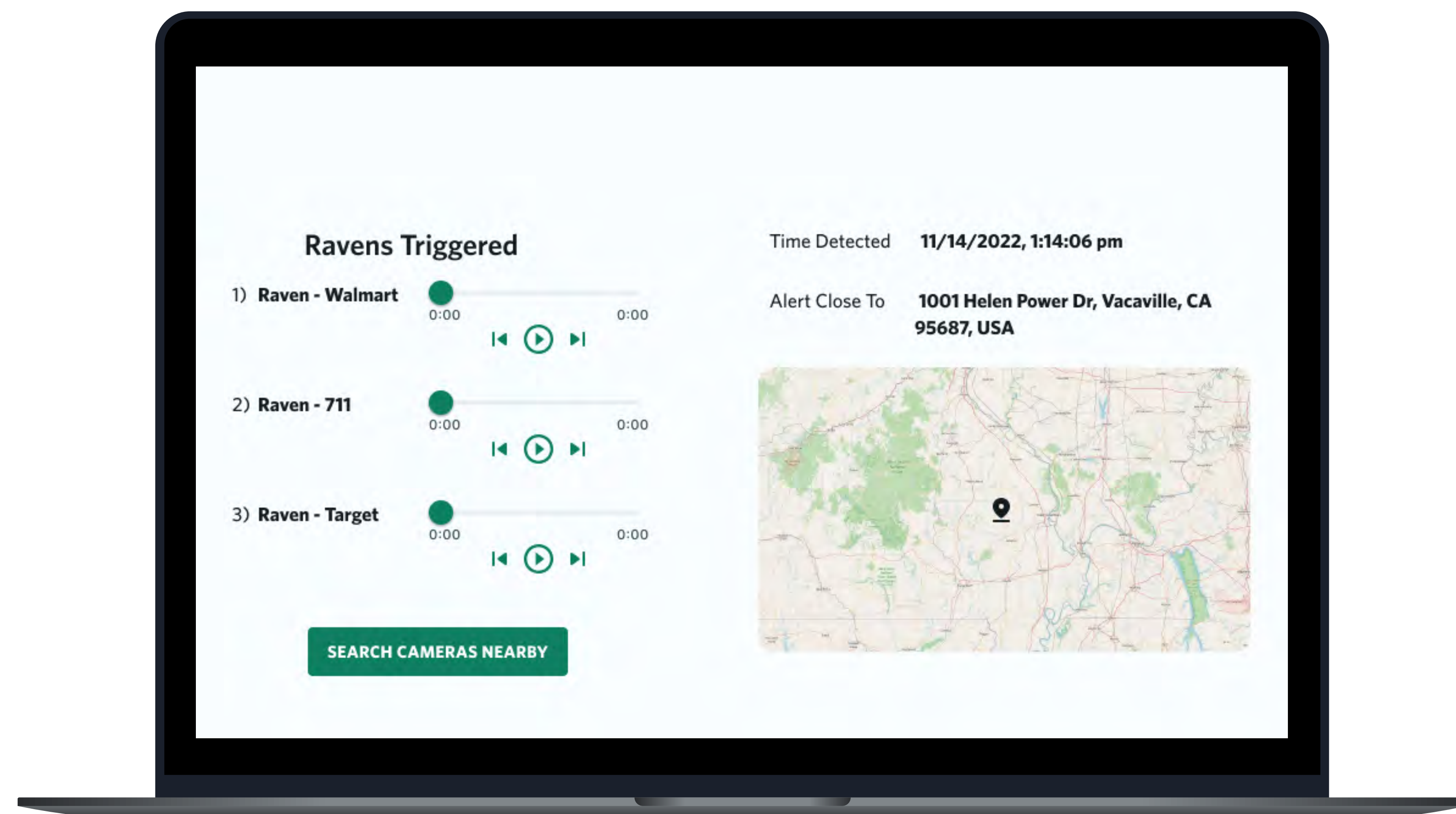
[flocksafety.com](https://flocksafety.com)

(866) 901-1781 | [support@flocksafety.com](mailto:support@flocksafety.com)



# flock safety

Trustworthy technology that can save lives and change outcomes.



## Dimensions

### HEIGHT

5.7 inches

### DEPTH

3 inches

### DEPTH

3 inches

### WEIGHT

<1 pound

## Features

### HARDWARE

- LTE connectivity, bluetooth, and GPS
- 3000ma battery (20-day lifespan)
- Wake on Event (WoE) firmware

*“The ability to respond quickly to gunfire with Raven and identify a suspect vehicle using Flock Safety LPR cameras led to the resolution of a violent crime in just under 90 minutes.”*

**SARAH TADA**

Support Services Manager | Morgan Hill PD

**Morgan Hill, CA**

Police Dept

**Manatee County, FL**

Sheriff's Dept

**Albany, GA**

Police Dept

**Clarkston, GA**

Police Dept

**Conyers, GA**

Police Dept

**Covington, GA**

Police Dept

**Wichita, KS**

Police Dept

**Flint, MI**

Police Dept

**Kaufman County, TX**

Sheriff's Dept



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[flocksafety.com](https://flocksafety.com)

(866) 901-1781 | [support@flocksafety.com](mailto:support@flocksafety.com)





# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: SPECIAL CALL, WORK SESSION, FEBRUARY 7, 2024

AGENDA CATEGORY: GENERAL DISCUSSION ITEM

- Item:** On-Demand Underground Electric Distribution Cable Installation on an Annual Contract
- Department:** Electric
- Date of Meeting:** Wednesday, February 7, 2024
- Fiscal Impact:** \$775,493.63
- Presented By:** Huston Gillis, Electric Director
- Action Requested:** Approval to renew On-Demand Underground Electric Distribution Cable Installation on an Annual Contract to Over and Under General Contractor, Inc. in the amount of \$775,493.63.

**Summary:** This is an on-demand contract to supplement the City’s electric workforce to provide all labor and equipment in performing all work necessary for underground electrical work at various locations throughout the City of Lawrenceville. This is the fourth and final renewal option. Pricing has increased 2% as stipulated in the agreement.

**Background:** Original awarded amount was \$716,436.24. First renewal amount was \$730,764.96. Second renewal amount was \$745,380.26. Third renewal amount was \$760,287.87.

**Fiscal Impact:** Not to exceed \$775,493.63. This contract is funded by the Contract Labor Fund (5104600.523850).

**Attachments/Exhibits:**  
Bid Tabulation

**SB012-20**

**On-Demand Underground Electric Distribution Cable Installation on an Annual Contract  
Electric Department**

					Over and Under General Contractor, Inc.	
ITEM #	DESCRIPTION	APPROX. QTY		UNIT PRICE	TOTAL PRICE	
1	INSTALL THREE PHASE TERMINATING CABINET	3	Ea	\$2,054.46	\$6,163.37	
2	INSTALL PME SWITCHGEAR	3	Ea	\$1,948.38	\$5,845.13	
3	INSTALL 48" FIBERGLASS GROUND SLEEVE	3	Ea	\$3,474.61	\$10,423.82	
4	TERMINATE PME SWITCHGEAR - 600 AMP SIDE	6	Ea	\$1,510.70	\$9,064.18	
5	TERMINATE PME SWITCHGEAR - 200 AMP SIDE	6	Ea	\$1,208.56	\$7,251.34	
6	DIRECTIONAL TRENCH 2" CONDUIT	5000	Ft	\$20.02	\$100,124.97	
7	DIRECTIONAL TRENCH 4" CONDUIT	3000	Ft	\$26.41	\$79,234.03	
8	DIRECTIONAL TRENCH 6" CONDUIT	2000	Ft	\$32.91	\$65,811.88	
9	DIG OPEN TRENCH 48" DEEP - NORMAL SOIL	5000	Ft	\$9.63	\$48,168.23	
10	DIG OPEN TRENCH 36" DEEP - NORMAL SOIL	1000	Ft	\$8.12	\$8,118.24	
11	INSTALL 2" PVC CONDUIT IN TRENCH	3000	Ft	\$1.95	\$5,845.13	
12	INSTALL 4" PVC CONDUIT IN TRENCH	1000	Ft	\$2.38	\$2,381.35	
13	INSTALL 6" PVC CONDUIT IN TRENCH	2000	Ft	\$3.68	\$7,360.54	
14	INSTALL 3C 1000 KCMIL PRIMARY CABLE IN 6 INCH CONDUIT	2000	Ft	\$9.09	\$18,184.86	
15	INSTALL 3C 1/0 PRIMARY CABLE IN 4 INCH CONDUIT	2000	Ft	\$4.55	\$9,092.43	
16	INSTALL 1C 1/0 PRIMARY IN 2 INCH CONDUIT	5000	Ft	\$2.71	\$13,530.40	
17	INSTALL 3C 1000 KCMIL PRIMARY CABLE IN TRENCH	2000	Ft	\$12.12	\$24,246.48	
18	INSTALL 3C 1/0 PRIMARY CABLE IN TRENCH	2000	Ft	\$7.36	\$14,721.08	
19	INSTALL 1C 1/0 PRIMARY CABLE IN TRENCH	4000	Ft	\$2.71	\$10,824.32	
20	BACKFILL, CLOSE, AND COMPACT 48 INCH DEEP TRENCH	5000	Ft	\$2.06	\$10,283.11	
21	BACKFILL, CLOSE, AND COMPACT 36 INCH DEEP TRENCH	1000	Ft	\$1.52	\$1,515.41	
22	INSTALL SINGLE PHASE PADMOUNT TRANSFORMER	75	Ea	\$832.39	\$62,429.27	
23	INSTALL SINGLE PHASE PREFORMED CONCRETE TRANSFORMER PAD	50	Ea	\$368.03	\$18,401.35	
24	INSTALL RESIDENTIAL STREET LIGHT ON 16' MH FG POLE	25	Ea	\$305.72	\$7,643.05	
25	TERMINATE PRIMARY ELBOWS IN SINGLE PHASE PADMOUNT TRANSFORMER	100	Ea	\$151.06	\$15,106.42	
26	INSTALL 1/0 UNDERGROUND TRIPLEX SERVICE WIRE	3000	Ft	\$4.98	\$14,937.56	
27	INSTALL 4/0 UNDERGROUND TRIPLEX SERVICE WIRE	1000	Ft	\$9.60	\$9,601.17	
28	INSTALL 350 UNDERGROUND TRIPLEX SERVICE WIRE	1000	Ft	\$9.96	\$9,958.38	
29	INSTALL UNDERGROUND STREET LIGHT SERVICE WIRE	1000	Ft	\$2.11	\$2,110.74	
30	INSTALL SECONDARY PEDESTAL	20	Ea	\$302.14	\$6,042.79	
31	TERMINATE UNDERGROUND TRIPLEX SERVICE WIRE IN TRANSFORMER/PEDESTAL	70	Ea	\$194.84	\$13,638.65	
32	INSTALL THREE PHASE PADMOUNT TRANSFORMER - 75KVA - 1000KVA	7	Ea	\$579.33	\$4,055.30	
33	INSTALL THREE PHASE PADMOUNT TRANSFORMER - 1500KVA - 2500KVA	3	Ea	\$2,706.08	\$8,118.24	
34	INSTALL THREE PHASE PREFORMED CONCRETE TRANSFORMER PAD	10	Ea	\$1,125.73	\$11,257.29	
35	TERMINATE 3C 1000 KCMIL PRIMARY CABLE ON POLE	6	Ea	\$3,074.11	\$18,444.64	
36	TERMINATE 3C 1/0 PRIMARY CABLE ON POLE	6	Ea	\$1,602.00	\$9,612.00	
37	TERMINATE 1C 1/0 PRIMARY ON POLE	15	Ea	\$518.63	\$7,779.39	
38	TERMINATE PRIMARY ELBOWS IN THREE PHASE PADMOUNT TRANSFORMER	60	Ea	\$1,208.56	\$72,513.43	
39	INSTALL SEED AND STRAW	5000	Ft	\$2.60	\$12,989.19	
40	INSTALL SOD	1000	Ft	\$12.66	\$12,664.46	
<b>TOTAL</b>				\$775,493.63		
Will vendor hold pricing firm? Renewal Option 1				2%		
Will vendor hold pricing firm? Renewal Option 2				2%		
Will vendor hold pricing firm? Renewal Option 3				2%		
Will vendor hold pricing firm? Renewal Option 4				2%		

**Recommended Vendor:**

Over and Under General Contractor, Inc.  
129 Hurricane Shoals Rd NW #B  
Lawrenceville, GA 30046  
P: (770) 682-9160  
Email: overundercontractor@gmail.com



# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: SPECIAL CALL, WORK SESSION, FEBRUARY 7, 2024  
AGENDA CATEGORY: GENERAL DISCUSSION ITEM

**Item:** Solid Waste Disposal Services on an Annual Contract

**Department:** Sanitation

**Date of Meeting:** Wednesday, February 7, 2024

**Fiscal Impact:** \$807,400.00

**Presented By:** Huston Gillis, Public Works Director

**Action Requested:** Award Solid Waste Disposal Services on an Annual Contract to low bidder for line items 1, 2, and 4 to GFL Environmental in the amount of \$807,400.00. Authorization for Mayor or City Manager to execute contracts subject to approval by the City Attorney. Contracts to follow award.

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**Summary:** The work to be performed by the Service Provider consists of but is not limited to the disposal of municipal solid waste and construction and demolition debris collected from the City's residential and commercial collection programs, including all the supervision, materials, equipment, labor, and all other items necessary to complete said work and services. Funding is currently budgeted.

**Fiscal Impact:** Amount of \$807,400.00. This contract is funded by the Solid Waste Disposal-Landfill Fund (5404500.523980).

**Attachments/Exhibits:** Bid Tabulation

**SB023-24**  
**Solid Waste Disposal Services on an Annual Contract**  
**Sanitation Department**

				GFL Environmental		Godbolt Junk Removal		Lawrenceville Transfer Station, RTSLandfill, Inc.	
ITEM #	DESCRIPTION	APPROX. QTY		UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Tipping Fee Per Ton Municipal Solid Waste	16,000	Ton	\$46.00	\$736,000.00	\$200.00	\$3,200,000.00	\$52.00	\$832,000.00
2	Tipping Fee Per Ton C&D (Construction & Debris)	1,500	Ton	\$46.00	\$69,000.00	\$200.00	\$300,000.00	\$52.00	\$78,000.00
3	Tipping Fee Per Ton Recyclables (with glass single stream) Optional	500	Ton	N/B	N/B	\$200.00	\$100,000.00	\$82.69	\$41,345.00
4	Tipping Fee Per Ton Recyclables (without glass single stream) Optional	500	Ton	N/B	N/B	\$55.00	\$27,500.00	N/B	N/B
5	Trash receptacles and large roll-off dumpsters for events Optional	6	Events	\$400.00	\$2,400.00	\$500.00	\$3,000.00	\$400.00	\$2,400.00
<b>Total</b>					\$807,400.00		\$3,630,500.00		\$953,745.00
Will vendor hold pricing firm? Renewal Option 1					5% Increase		0%		5% Increase
Will vendor hold pricing firm? Renewal Option 2					3% Increase		0%		5% Increase
Will vendor hold pricing firm? Renewal Option 3					3% Increase		0%		5% Increase
Will vendor hold pricing firm? Renewal Option 4					3% Increase		0%		5% Increase

**Recommended Vendor:**

GFL Environmental  
 4696 S. Cobb Dr. SE  
 Smyrna, GA 30088  
 P: 678-725-3915  
[lewing@gflenv.com](mailto:lewing@gflenv.com)



# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: SPECIAL CALL, WORK SESSION, FEBRUARY 7, 2024  
AGENDA CATEGORY: GENERAL DISCUSSION ITEM

- Item:** On-Demand Installation of New Gas Mains on an Annual Contract Change Order 1
- Department:** Gas
- Date of Meeting:** Wednesday, February 7, 2024
- Fiscal Impact:** \$360,000.00
- Presented By:** Todd Hardigree, Gas Director
- Action Requested:** Approval of On-Demand Installation of Gas Mains on an Annual Contract Change Order 1 to Harrison & Harrison, Inc. in the amount of \$360,000.00. Authorization for Mayor or City Manager to execute Change Order 1.

**Summary:** This is a demand service contract for labor and equipment to supplement the City of Lawrenceville’s Gas Department workforce and will be used on an “as needed” basis. The materials are supplied by the department. The work to be performed consists of but is not limited to the installation of new 2”, 4”, and 6” plastic gas mains.

**Background:** Council approved the second renewal of On-Demand Installation of New Gas Mains on an Annual Contract at the Monday, July 31, 2023 regular session in the amount of \$642,272.40. The total contract value with approval of change order 1 will be \$1,002,272.40.

**Fiscal Impact:** Amount not to exceed \$360,000.00. This project is funded by the Capital Outlay Fund (5164700.541000) Project 11-029.

**Attachments/Exhibits:** Change Order 1



# CITY OF LAWRENCEVILLE CONTRACT/PO CHANGE ORDER

Department: Gas Change Order #: 1 FY24

Project/PO: SB001-22; On-Demand Gas Mains Change Order Date: 2/7/24

Contractor/Vendor: Harrison & Harrison, Inc.

Reason Codes: **A**-New Requirement, **B**- Unforeseen Condition, **C**- Professional Errors & Omissions, **D**- City Request, **E**- Project Close-out and/or Progress Adjustments not included in Change Order

It is agreed to modify the Contract referred to above as follows:

Item	Reason Code	Item and Description of Change	Change in Contract Amount (Increase/Decrease)
1	D	Increase contract award amount	\$360,000.00
		Net Amount	\$360,000.00

A completed Change Order Detail Listing must be attached. If applicable, attach justification memo, proposal, etc.

Original Contract/PO Amount: \$642,272.40

Previous Change Order Amount: \$0

Amount of Change Order Requested (Increase/Decrease) \$360,000.00

New Contract/PO Amount (Including this Change Order) \$1,002,272.40

This contract period provided for completion will be increased/decreased by \_\_\_\_\_ calendar days. Adjusted completion date is \_\_\_\_\_, 20\_\_\_\_\_.

This document will become a supplement to the contract and all provisions of the contract will apply hereto.

TODD HARDIGREE  
Requestor

*Todd Harrison*  
Department Director

\_\_\_\_\_  
Authorized Approval



# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: WORK SESSION, SPECIAL CALL, FEBRUARY 7, 2024  
AGENDA CATEGORY: COUNCIL BUSINESS

- Item:** Resolution of the City of Lawrenceville to authorize electronic signatures and records
- Department:** City Manager
- Date of Meeting:** Wednesday, February 7, 2024
- Fiscal Impact:** N/A
- Presented By:** Michael Fischer – Assistant City Manager - Operations
- Action Requested:** Approve Resolution of the City of Lawrenceville to authorize electronic signatures and records

**Summary:** The purpose of this resolution is to determine the extent of use for electronic signatures and electronic records within the City of Lawrenceville to improve efficiency and provide for ease of access.

**Background:** The Uniform Electronic Transaction Act of Georgia allows for government entities to use electronic signatures and electronic records. The government entity must declare and determine whether, and to the extent to which it will send and accept the electronic signatures and electronic records.

**Concurrences:** City Manager, City Clerk, Finance Department (Purchasing) and the City Attorney

**Attachments/Exhibits:**  
Electronic Signature and Record Resolution

**RESOLUTION \_\_\_\_\_**

**RESOLUTION OF THE CITY OF LAWRENCEVILLE TO  
AUTHORIZE ELECTRONIC SIGNATURES AND RECORDS**

**WHEREAS**, the term “electronic signature” and the term “electronic record” is defined in the 2022 Georgia Code Title 10, Chapter 12, Known as the “Uniform Electronic Transactions Act.”; and

**WHEREAS**, an electronic signature means an electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record; and

**WHEREAS**, an electronic record means a record created, generated, sent, communicated, received, or stored by electronic means; and

**WHEREAS**, the Uniform Electronic Transaction Act provides for each governmental agency of this state to determine whether, and the extent to which it will send and accept electronic signatures and electronic records; and

**WHEREAS**, pursuant to the Uniform Electronic Transaction Act, the City of Lawrenceville may use electronic signatures and electronic records to the full extent provided for by the Uniform Electronic Transaction Act. The City Manager, giving due consideration to security, may specify:

1. The manner and format in which the electronic records shall be created, generated, sent, communicated, received, and stored and the systems established for those purposes;
2. If electronic records must be signed by electronic means, the type of electronic signature required, the manner and format in which the electronic signature shall be affixed to the electronic record, and the identify of, or criteria that shall be met by any third party used by a person filing a document to facilitate the process;
3. Control processes and procedures as appropriate to ensure adequate preservation, disposition, integrity, security, confidentiality, and auditability of electronic records; and
4. Any other required attributes for electronic records which are specified for corresponding non-electronic records or reasonably necessary under the circumstances.

**WHEREAS**, electronic signatures and records provide a convenient, time-saving, and secure way of signing, sending, and receiving records, nothing in the Uniform Electronic Transactions Act, shall require the City of Lawrenceville to use or permit the use of electronic signatures and electronic records.



**NOW, THEREFORE, BE IT RESOLVED** that the City of Lawrenceville authorizes:

**Section 1.** Pursuant to the provisions of the Uniform Electronic Transaction Act, City of Lawrenceville employees who are designated by the Signing Authority Policy may sign City documents electronically and send or receive electronic records consistent with this resolution.

**Section 2.** In addition, the City Manager, or his designee, may approve use of an electronic signature for official public business conducted by the City of Lawrenceville if the process employed for the electronic signature and electronic record provides for security, authentication, record integrity, and non-repudiation of the electronic communication.

**Section 3.** A City document that is required by law to be signed in non-electronic media may not be electronically signed.

**Section 4.** An electronically signed document shall be deemed the equivalent of an original signed document if the individual or entity signing the document has complied with the provisions of this Resolution and the Uniform Electronic Transaction Act.

**IT IS SO RESOLVED** this \_\_\_\_\_ day of February, 2024

\_\_\_\_\_  
David R. Still, Mayor

ATTEST:

\_\_\_\_\_  
Karen Pierce, City Clerk



# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: SPECIAL CALL, WORK SESSION, FEBRUARY 7, 2024  
AGENDA CATEGORY: COUNCIL BUSINESS

- Item:** Signing Authority Policy
- Department:** City Manager
- Date of Meeting:** Wednesday, February 7, 2024
- Fiscal Impact:** N/A
- Presented By:** Michael Fischer – Assistant City Manager - Operations
- Action Requested:** Approve Signing Authority Policy as presented

**Summary:** The purpose of this policy is to identify the Officials and Signing Officers of the Mayor and Council and the City and their respective responsibilities regarding the execution of documents, contracts, and instruments in writing.

**Background:** A new policy to define the signing authority of the Mayor, Council, Executive Team Members, and certain City Staff for workflows related to the future use of electronic signatures and electronic records.

**Concurrences:** City Manager, City Clerk, Finance Department (Purchasing) and the City Attorney

**Attachments/Exhibits:**  
Signing Authority Policy



**Policy:** **SIGNING AUTHORITY POLICY**  
**Policy Number:** **FIN03**  
**Date:**  
**Update:**  
**Authority:** **MAYOR AND CITY COUNCIL**

### SUBJECT

Elected Officials, Appointed Department Heads, Signing Officers, Signing Authorities Execution of Documents, and Further Delegation

### PURPOSE

The purpose of this policy is to identify the Officials and Signing Officers of the Mayor and Council and the City and their respective responsibilities regarding the execution of documents, contracts, and instruments in writing.

### POLICY

1. Officer of the Governing Body: "Officer of the Governing Body" shall mean any duly elected or appointed Officer, namely; the Mayor, the Mayor Pro Tempore, and such other members of the governing body as the Mayor and Council may specifically designate from time to time.
2. Officer of the City: "Officer of the City" shall mean the City Manager, Assistant City Manager(s), City Attorney, Chief Financial Officer, and such other Officers as may be specifically designated from time to time by the Mayor and Council.
3. Signing Officer: "Signing Officer" shall mean any "Officer of the Governing Body" and any "Officer of the City" specifically designated by the Mayor and Council.
4. Signing Authority: "Signing Authority" shall mean any "Signing Officer" of the City and any other person or persons so designated by the Governing Body.
5. Execution of Documents:
  - 5.1. All legally reviewed and approved written contracts, documents or other written instruments on behalf of the Mayor and Council, shall be signed by either the Mayor or the Mayor Pro Tempore as provided in Charter Sec. 2.09 and Sec. 2.12 and all such written contracts, documents or other written instruments so signed shall be binding on the Governing Body without further authorization or formality. The Corporate seal of the City may, when required, be affixed to said signed written contracts, documents or written instruments.
  - 5.2. All legally reviewed written contracts, documents or written instruments not requiring Mayor and Council approval on behalf of the City shall be signed by any



“Officer of the City” so authorized by Mayor and Council, by the Mayor or the Mayor Pro Tempore as provided by Charter Sec. 2.09 and Sec. 2.12, or by an “Officer of the Governing Body” so approved by Mayor and Council, and all such written contracts, documents or written instruments so signed shall be binding on the Governing Body and the City without any further authorization or formality. The Corporate seal of the City may, when required, be affixed thereto.

5.3. For ease of administration within the many departments of the City, the Governing Body from time to time may authorize certain City officers, person or persons, to execute legally reviewed contracts, documents or written instruments generally or to execute a particular legally reviewed written contract, document or written instrument provided it is within legal authority provided by Mayor and Council. The Corporate seal of the City may, when required, be affixed thereto.

6. Checks, Drafts, Notes, Investment Security Purchases: All checks, drafts or orders for payment of money, and all notes and acceptances and bills of exchange received or issued and investment securities purchases by the City, shall be signed by such “Signing Officer” or Officers or by such “Signing Authority” of the City in such manner as may be designated from time to time by the Mayor and Council.

7. City Signing Officers

7.1. The following Officers are appointed as “Signing Officers” by the Governing Body.

Officers of the Governing Body

- Mayor
- Mayor Pro Tempore

Officers of the City

- City Manager
- Assistant City Manger(s)
- City Clerk (For attesting and City Seal)
- City Attorney (For Legal proceedings and documents)
- Chief Financial Officer (For banking and investment purposes as provided herein)
- Purchasing Manager (For contracts within the limits specified in the Purchasing Ordinance)

7.2. The Mayor or if necessary the Mayor Pro Tempore as provided by Charter Sec. 2.09 and Sec. 2.12 with the City Manager or if necessary the Assistant City Manager(s) are authorized for and on behalf of the City to make, sign, draw or transfer all or any checks, promissory notes, drafts, acceptances, and for letters of credit whether or not an overdraft is thereby created in any account of the City. The City Manager, Assistant City Manager(s), or Chief Financial Officer are authorized to accept, endorse, negotiate, lodge, deposit, execute as approved by Mayor and Council any authority to



# LAWRENCEVILLE

GEORGIA

any Officer of a Bank and/or Safekeeping Agent to accept and/or pay all or any drafts; also to execute receipts for and orders relating to any investments of the City held by or on behalf of a Bank and/or Safekeeping Agent; also to do all acts and things and execute all documents as approved by Mayor and Council requisite to give any security to a Bank and/or Safekeeping Agent and also to execute any approved agreement with or authority to the Bank and/or Safekeeping Agent to the banking business of the City either generally or with regard to any particular transaction.

7.3. Any one (1) of the Officers above listed (para.7.1) except the City Attorney is hereby authorized for and on behalf of the City to negotiate or deposit with or transfer to the Bank and/or Safekeeping Agent (but for the credit of the City's account only) all or any checks, promissory notes, drafts, acceptances, bills of exchange and orders for payment of money, and for such purpose to draw, sign or endorse the same, or any of them, or to deliver the same, or any of them, to the Bank and/or Safekeeping Agent endorsed with the name of the City impressed thereon by a rubber stamp and other devices; also to receive all paid checks and other debit vouchers charged to any account of the City and to execute from time to time, the Bank's and/or Safekeeping Agent's form of receipt therefore.

7.4. Further delegation for the commitment of City operating funds allocated to City departments is limited to Requisitions, Request for Checks and Purchasing Card transactions as outlined in the Financial Procedures which includes the P-Card procedures. All credit applications must be handled by the Finance Department with approval by two "Officers of the City", one of whom shall be the City Manager. Departments shall not be authorized to establish credit limits with any vendor.

This policy becomes effective this \_\_\_\_ day of February, 2024 and shall remain in effect until amended by the City Council.

\_\_\_\_\_  
Chuck Warbington, City Manager

ATTEST:

\_\_\_\_\_  
Karen Pierce, City Clerk



# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: SPECIAL CALL, WORK SESSION, FEBRUARY 7, 2024  
AGENDA CATEGORY: COUNCIL BUSINESS

- Item:** Ordinance to amend chapter 4 of the code of ordinances to update provisions related to breweries and distilleries
- Department:** City Manager
- Date of Meeting:** Wednesday, February 7, 2024
- Fiscal Impact:** N/A
- Presented By:** Michael Fischer – Assistant City Manager - Operations
- Action Requested:** Approve Ordinance to Amend Chapter 4 of the Code of Ordinances of the City of Lawrenceville, Georgia related to alcoholic beverages to update provisions related to brewer/brewery and distiller/distillery and for other purposes

**Summary:** The purpose of this amendment is to update Chapter 4 of the code of ordinances to align with changes to the Georgia State Law. Particularly as related to distilleries and breweries.

**Background:** The Chapter 4 Alcohol Ordinance was updated in October of 2023. Since that time the State has finalized changes to state law that now is in conflict with the City’s local ordinance. O.C.G.A. 3-4-24.2 has specific changes to the distillery and brewery. Rather than continuing to adjust the city ordinance each year, this change will in part allow for distilleries and breweries to operate in accordance with state law.

**Concurrences:** City Manager, City Clerk, and the City Attorney

**Attachments/Exhibits:**  
Brewer and Distiller Amendment

**ORDINANCE \_\_\_\_\_**

**ORDINANCE TO AMEND CHAPTER 4 OF THE CODE OF ORDINANCES OF THE CITY OF LAWRENCEVILLE, GEORGIA RELATED TO ALCOHOLIC BEVERAGES TO UPDATE PROVISIONS RELATED TO BREWER/BREWERY AND DISTILLER/DISTILLERY AND FOR OTHER PURPOSES**

The City Council of the City of Lawrenceville, Georgia hereby ordains that the Code of Ordinances of the City of Lawrenceville, Georgia shall be amended as follows:

Section 1:

That section 4-88 is hereby amended by deleting Section 4-88 in its entirety and replacing the language with the text set forth below:

Sec. 4-88 Package sales not permitted.

Nothing in this chapter shall be construed to permit the package sale of distilled spirits or spirituous liquor except for distiller/distillery pursuant to O.C.G.A. 3-4-24.2.

Section 2:

That subsection (c) of Section 4-141 is hereby amended by adding a subsection to be numbered (4) that shall appear as set forth below:

Sec. 4-141. Distilled spirits consumption on the premises hours and days of sale and additional restrictions.

(c) The sale of distilled spirits for consumption on the premises is permitted on Sundays from 11:00 a.m. until 12:00 midnight in:

(4) A licensed distiller/distillery pursuant to Section 4-153 of this chapter.

Section 3:

That subsection (c) of Section 4-152 is hereby amended by deleting subsection (c) in its entirety and replacing the language with the text set forth below:

Sec. 4-152. Brewer/brewery.

(c) A licensed brewer shall be permitted to operate in accordance with and shall be subject to the limited exception to the three-tier distribution system as set forth in O.C.G.A. Section 3-5-24.1, as currently exists or as may hereafter be amended.

Section 4:

That subsection (b) of Section 4-153 is hereby amended by deleting subsection (b) in its entirety and replacing the language with the text set forth below:

Sec. 4-153. Distiller/distillery.

(b) A licensed distiller shall be permitted to operate in accordance with and shall be subject to the limited exception to the three-tier distribution system as set forth in O.C.G.A. Section 3-4-24.2, as currently exists or as may hereafter be amended.

Section 5:

That subsection (c) of Section 4-153 is hereby amended by deleting subsection (c) in its entirety and replacing the language with the text set forth below:

Sec. 4-153. Distiller/distillery.

(c) A licensed distiller shall be subject to the provisions related to hours and days of sale as set forth in section 4-141 of this chapter.

Section 6:

That Section 4-153 is hereby amended by adding a subsection to be numbered (f) that shall appear as set forth below:

Sec. 4-153. Distiller/distillery.

(f) A licensed distiller may operate as a distiller during the hours as retail consumption dealers are allowed pursuant to O.C.G.A 3-4-24.2.

Section 7:

Except as specifically amended as set forth above, all other subsections of Sections 4-88, 4-141, 4-152 and 4-153 shall remain in full force and affect. Further, all other sections of Chapter 4 shall remain unchanged and in full force and affect.

Section 8:

All ordinances, regulations, or parts of the same in conflict with this Ordinance are hereby rescinded to the extent of said conflict and only to the extent of said conflict.

Section 9:



If any section, article, paragraph, sentence, clause, phrase, or word in this ordinance, or application thereof to any person or circumstance is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this ordinance; and the City Council hereby declares it would have passed such remaining portions of the ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

Section 10:

This ordinance shall become effective upon its adoption by the City Council.

**IT IS SO ORDAINED** this \_\_\_\_\_ day of February, 2024.

\_\_\_\_\_  
David R. Still, Mayor

Attest:

\_\_\_\_\_  
Karen Pierce, City Clerk



# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: SPECIAL CALL, WORK SESSION, FEBRUARY 7, 2024  
AGENDA CATEGORY: GENERAL CITY BUSINESS

- Item:** Presentation of the Code of Ethics Ordinance
- Department:** City Manager
- Date of Meeting:** Wednesday, February 7, 2024
- Fiscal Impact:** none
- Presented By:** Barry Mock, Assistant City Manager
- Action Requested:** Presentation only. No action needed.

**Summary:** A presentation of the Code of Ethics Ordinance. Chapter 2, Article 1, Section 2-2 (Code of Ethics), amended February 2022.

**Background:**

**Fiscal Impact:** None

**Concurrences:**

**Attachments/Exhibits:**

**ORDINANCE ORD-2022-2**

**AN ORDINANCE TO AMEND CHAPTER 2 ARTICLE 1 SECTION 2-2 CODE OF ETHICS.**

**WHEREAS**, the duly elected governing authority of the City of Lawrenceville, Georgia is authorized by O.C.G.A. § 36-35-3 to adopt ordinances relating to its property, affairs and local government; and,

**WHEREAS**, the duly elected governing authority of the City of Lawrenceville, Georgia is the Mayor and Council thereof; and

**WHEREAS**, the governing authority deems it essential to the proper operation of democratic government that the public officials be, and give the appearance of being, independent, impartial, and responsible to the people; that governmental decisions and policies be made in the proper channels of the governmental structure; and that public office not be used for personal gain; and

**WHEREAS**, such measures are necessary to provide the public with confidence in the integrity of its government; and

**WHEREAS**, it is the policy of the city that its elected officials, commission, board and authority appointees, and its appointed officials while conducting city business guide their ethics and conduct to achieve the following standards:

1. Serve others and not themselves;
2. Use resources with efficiency and economy;
3. Treat all people fairly;
4. Use the power of their position for the well-being of their constituents; and
5. Create an environment of honesty, openness and integrity.

**NOW THEREFORE BE IT AND IT IS HEREBY ORDAINED BY THE GOVERNING AUTHORITY THAT A NEW CODE OF ETHICS AND CONDUCT IS APPROVED AND ADOPTED TO HAVE THE FOLLOWING TERMS AND PROVISIONS:**

That the Code of Ordinances of the City of Lawrenceville, Georgia is hereby amended by deleting the existing Code of Ethics as contained in the General Code of the City of Lawrenceville Chapter 2 Article 1 Section 2-2 and in its place, adopts and ordains the following provision:

**Sec. 2-2. Code of Ethics.**

(a) *Code of Ethics for City employees.*

- (1) *Prohibited conduct.* Employees of the City shall treat all citizens with courtesy, impartiality, fairness, and equality under the law, and shall avoid both actual and potential conflicts between their private self-interest and the public interest. Prohibited conduct of each such employee shall include, but not be limited to, the following:
  - a. Requesting, using, or permitting the use of any publicly owned or publicly supported property, vehicle, equipment, labor, or service for the personal convenience or the private advantage of themselves or any other person, except as otherwise allowed by law;
  - b. Engaging in private employment with, or rendering services for, any private person who has business transactions with the City, unless they have notified their Department Director and the Human Resources Director in writing of the nature and extent of such employment or services;
  - c. Appearing on behalf of any private person, other than themselves, before any public body in the City;
  - d. Accepting gifts with a value of more than \$100.00, whether in the form of money, things, favors, loans, or promises, that would not be offered or given to them if they were not an employee; A gift of \$25.00 or less is exempt from reporting. A gift of \$25.01 to \$99.99 is only exempt if the gift is reported in writing to the City Clerk within 30 days of receipt. The Clerk shall disclose all such gifts in a consent agenda report published on a quarterly basis.
  - e. Disclosing any confidential information concerning any official or employee, or any other person, or any property or governmental affairs of the City, without prior formal authorization of the governing body;
  - f. Using or permitting the use of confidential information to advance the financial or personal interest of themselves or any other person; or
  - g. Appointing of any person related to them by blood or marriage to fill an office, position, employment, or duty, when the salary, wages, pay, or compensation is to be paid out of public funds.
- (2) *Hearings and determinations.* A name clearing hearing shall be held as described in the City of Lawrenceville Personnel Policy.

(b) *Code of Ethics for City Officials.*

- (1) *Principal policies.* The public trust requires public servants to fulfill their duties faithfully and honestly and to subordinate any personal interest, which conflicts with the public interest. A public servant is a trustee of the people and should strive to further the general welfare and not use public office or position to unethically improve their own private standing. The principal policies that form the foundation of this Code of Ethics are as follows:

- a. The trust of citizens in their government is cultivated when individual public servants act with integrity and when the public is aware that its servants act with integrity.
  - b. The constitutions, laws and regulations of the United States and the State of Georgia and ordinances of the City of Lawrenceville should be upheld as a minimum standard of conduct.
  - c. The most effective way to eradicate unethical practices is to consistently act with the highest moral principles and react appropriately to the ethical decisions of others.
  - d. City of Lawrenceville Officials should exercise sound judgment and apply ethical principles in making decisions that in any manner reflect upon their elected office.
  - e. All citizens should be treated with courtesy, impartiality and equality.
- (2) *Intent.* It is the intent of this Code of Ethics that City of Lawrenceville officials shall not knowingly engage in any activity that is incompatible with the proper discharge of their official duties or which would tend to impair their judgment or actions in the performance of their official duties. Furthermore, City of Lawrenceville Officials should avoid any action that might result in or create the appearance of:
- a. Using public office or position in an unethical manner for private gain;
  - b. Impeding City of Lawrenceville efficiency or economy; or
  - c. Affecting adversely the confidence of the public in the integrity of those who conduct the affairs and business of the City of Lawrenceville.
- (3) *Definitions.* As used in this section, the following words shall have the meaning ascribed to them below (unless otherwise required by context):
- a. *Benefit* means anything of monetary value that a reasonably prudent person would recognize as being likely to be intended to influence a City of Lawrenceville Official in the performance or non-performance of an official action.
  - b. *Confidential information* means information which has been obtained in the course of holding public office, employment, an independent contract or otherwise acting as a public servant, and which information is not available to members of the public under the Georgia Open Records Act or other law or regulation and which the public servant is not authorized to disclose, including:
    - 1. Any written information that could lawfully be exempted from disclosure pursuant to state law, unless the public servant disclosing it is authorized to do so by state law, or pursuant to some other pertinent law, policy or procedure;
    - 2. Any non-written information which, if it were written, could be excepted from disclosure under state law, unless the public servant disclosing it is

authorized to do so by the state law, or pursuant to some other pertinent law, policy or procedure; and

- 3. Information which was obtained in the course of or by means of a record or oral report of a lawful executive or closed session, whether or not the disclosure of the information would violate state law, unless the public servant disclosing it is authorized by state law to do so, or unless the public servant disclosing it has been properly authorized to disclose it pursuant to an applicable law, policy or procedure; however, when such information is also available through channels which are open to the public, this provision does not prohibit public servants from disclosing the availability of those channels.
- c. *Entity* means a sole proprietorship, partnership, limited partnership, firm, corporation, professional corporation, holding company, joint stock company, receivership, trust or any other entity recognized by law through which business may be conducted.
- d. *Immediate family* means the spouse, mother, father, grandparent, brother, sister, son or daughter of any City of Lawrenceville Official related by blood, adoption, or marriage. The relationship by marriage shall include in-laws.
- e. *City of Lawrenceville Official* means the members of the City Council, Municipal Court Judges (including substitute judges), City Manager, Deputy City Manager, Assistant City Manager, Police Chief, Community Relations Director & Chief Communications Officer, City Clerk, Assistant City Clerk, City Attorney and all other persons holding positions designated by the City Charter. The term City Official also includes all individuals appointed by the City Council to all City authorities, boards, commissions, committees, task forces, or other bodies unless specifically exempted from this article by the City Council.
- f. *Interest* means any personal pecuniary benefit accruing to a public servant or the public servant's partner in interest, whether in the public servant's own name or the name of any person or business from which the public servant is entitled to receive any personal benefit, as a result of a matter which is or which is expected to become the subject of an official action by or with the City.
- g. *Incidental interest* means an interest in a person, entity or property which is not a substantial interest as defined herein and which has insignificant value.
- h. *Partner in interest* means, when used in this article in connection with a public servant, as in the phrase "a public servant or a partner in interest," any and all of the following:
  - 1. A member of the public servant's immediate family;
  - 2. A business with which the public servant or a member of the public servant's immediate family is associated;
  - 3. Any other person with whom the public servant or a member of their immediate family is in business, or is negotiating or has an agreement

concerning future employment or the future conferring of any personal benefit, whether in the public servant's own name or the name of any business or person from whom the public servant is entitled, or expects to become entitled, to receive any personal benefit, as a result of a contract or transaction which is, or which is expected to become, the subject of an official action by or with the City. The term "partner in interest" does not imply or require any form of legal partnership or formal agreement; or

4. When used in the phrase "a public servant or partner in interest," the term "partner in interest" refers only to a partner in interest of the public servant to whom reference is being made, and not to any other person's partner in interest.

i. *Remote interest* means an interest of a person or entity, including a City Official, which would be affected in the same way as the general public. For example, the interest of an official in the property tax rate, general City fees, City utility charges, comprehensive zoning ordinance, or similar matters is deemed remote to the extent that the official would be affected in common with the general public.

j. *Substantial interest* means an interest, either directly or through a member of the immediate family, in another person or entity, where:

1. The interest is as follows:

- (a) Ownership of five percent or more of the voting stock, shares or equity of the entity; or
- (b) Ownership of \$5,000.00 or more of the equity or market value of the entity.

2. The funds received by the person from the other person or entity during the previous 12 months either equal or exceed:

- (a) \$5,000.00 in salary, bonuses, commissions or professional fees, or \$5,000.00 in payment for goods, products or services, or ten percent of the recipient's gross income during that period, whichever is less;
- (b) The person serves as a corporate officer or member of the board of directors or other governing board of a for-profit entity other than a corporate entity owned or created by the City Council; or which entity receives an amount of \$5,000.00 or more; or
- (c) The person is a creditor, debtor, or guarantor of the other person or entity in an amount of \$5,000.00 or more.

(4) *Prohibited conduct.* City of Lawrenceville Officials shall treat all citizens with courtesy, impartiality, fairness, and equality under the law, and shall avoid both actual and potential conflicts between their private self-interest and the public interest. Prohibited conduct of each City of Lawrenceville Official shall include the following:

- a. City of Lawrenceville Officials shall not have a substantial interest that conflicts with their responsibilities and duties as trustees of the public good; or
- b. City of Lawrenceville Officials shall not directly or indirectly engage in financial transactions as a result of, or primarily rely upon, confidential information obtained in the course of their office or received due to their position.
- c. *Acceptance of gifts.* City of Lawrenceville Officials shall not solicit or accept, directly or indirectly, any benefit or payment from any person, corporation or group that has, or is seeking to obtain, a contractual or other business or financial relationship with the City of Lawrenceville.
  - 1. The above prohibitions shall not apply in the case of:
    - (a) Occasional nonmonetary gift(s) of insignificance or trinkets or gifts, such as a calendar, memento or pen, received in the normal course of business with a value of/or less than \$100.00; A gift of \$25.00 or less is exempt from reporting. A gift of \$25.01 to \$99.99 is only exempt if the gift is reported in writing to the City Clerk within 30 days of receipt. The Clerk shall disclose all such gifts in a consent agenda report published on a quarterly basis.
    - (b) Award publicly presented in recognition of public service;
    - (c) Transaction authorized by and performed in accordance with O.C.G.A. § 16-10-6 as now or hereafter amended;
    - (d) A commercially reasonable loan or other financial transaction made in the ordinary course of business by an institution or individual authorized by the laws of Georgia to engage in the making of such loan or financial transaction;
    - (e) Campaign contributions made and reported in accordance with Georgia laws;
    - (f) Items listed under O.C.G.A. § 16-10-2 that are specifically itemized as "a thing of value shall not include" as now or hereafter amended;
    - (g) Promotional items generally distributed to the general public or to public officials; or
    - (h) Food, beverage, admission or expenses afforded City Officials, members of their immediate families, or others that are associated with normal and customary business or social functions, activities, or events.
- d. *Use of public property.* City of Lawrenceville Officials shall not use City of Lawrenceville property of any kind for other than officially approved activities, nor shall they direct a City of Lawrenceville employee to use such property for other than official purposes.



- e. *Use of confidential information.* City of Lawrenceville Officials shall not directly make use of, or permit others to make use of, for the purpose of furthering a private interest, City of Lawrenceville information not made available to the general public.
- f. *Coercion.* City of Lawrenceville Officials shall not use their position in any way to coerce, or give the appearance of coercing:
  - 1. Another person to provide any benefits to themselves or to their immediate family as defined herein;
  - 2. A City of Lawrenceville employee, an appointed official of the City of Lawrenceville, or a contract employee to provide any benefit to themselves or to their immediate family as defined herein; or
  - 3. Any judge in the outcome of matters before the court.
- g. *Purchases.* City of Lawrenceville Officials shall not order any goods or services for the City of Lawrenceville or on behalf of the City of Lawrenceville without proper authorization in compliance with the City of Lawrenceville Code.
- h. *Conflicts of interest.* City of Lawrenceville Officials shall not represent private interests, other than their own, in any action or proceeding against the City of Lawrenceville or any portion of its government; or vote or otherwise actively participate in the negotiation or the making of any contract between the City of Lawrenceville government and any business or entity in which they have a substantial interest. City of Lawrenceville Officials shall not enter into any contract with, or have any interest in, either directly or indirectly, the City except as authorized by state law.
  - 1. This prohibition shall not be applicable to the professional activities of the City Attorney in their work as an independent contractor and legal advisor on behalf of the City.
  - 2. This prohibition shall not be applicable to an otherwise valid employment contract between the City and a City Official who is not elected (such as, by way of example, a City Manager).
  - 3. Any official who has a proprietary interest in an entity doing business with the City shall make that interest known in writing to the City Council and the City Clerk.
- i. *City of Lawrenceville employees.* City of Lawrenceville Officials shall not use a City of Lawrenceville employee for personal or private business during regular business hours or during the employee's scheduled shift.
- j. *Travel expenses.* City of Lawrenceville Officials shall not draw per diem or expense money from City of Lawrenceville to attend a seminar, convention, conference or similar meeting and then fail to attend the seminar, conference, convention or similar meeting without promptly reimbursing the City thereafter.

- k. *Commitments.* City of Lawrenceville Officials shall not act or create the appearance of acting on behalf of the City of Lawrenceville by promising to authorize or prevent any future official action of any nature, without proper authorization.
- l. *False statements.* City of Lawrenceville Officials shall not make an intentionally false or materially misleading statement or in any manner commit fraud in relation to any City of Lawrenceville or public business.
- m. *Disclosure.* City of Lawrenceville Officials shall disclose the nature of any substantial interest they have in a matter at the time such matter is presented to the City Council for discussion and/or action. Such disclosure shall be recorded into the minutes of the meeting and become part of the public record.
- n. *Deliberation and vote prohibited.* City of Lawrenceville Officials shall not participate in a City of Lawrenceville Council appointed Board, Committee or Council meeting during the discussion, debate, deliberation or vote, or otherwise take part in the decision-making process on any agenda item, or any official act or action in which he or she has a substantial interest. Provided, however, that such officials shall not be precluded from addressing a Council appointed Board, Committee or the City Council during the discussion of any agenda item or any official act or action in the same manner as a member of the general public. Where the interest of a City Official in the subject matter of a vote or decision is remote or incidental, the City Official may participate in the vote or decision and need not disclose the interest.
- o. *Duty to leave meeting.* To avoid the appearance of impropriety, after any member of the City Council or Council appointed Board or Committee member is determined to have a substantial interest or a potential substantial interest in any matter, they shall leave their regular seat as a member of the City Council or Council appointed Board or Committee and not return to it until deliberation and action on the matter is completed. Provided, however, that such official shall not be precluded from addressing an appointed Council Board or Committee or the City Council during the discussion of any agenda item or any official act or action in the same manner as a member of the general public.
- p. *Ethics hearing officer.* The Chief Judge of Municipal Court, or, in their absence, their designee who shall be another municipal court judge, or if no municipal court judge is available, the City Attorney, is hereby designated as the Ethics Hearing Officer. The Ethics Hearing Officer shall serve without compensation and may be removed for cause by a majority vote of the City Council. If the hearing officer is removed for cause, the next most senior Municipal Court Judge or the City Attorney shall serve as hearing officer.
- q. *Receipt of complaints.* All complaints against a City of Lawrenceville Official shall be filed in writing with the City Clerk to be referred to the Ethics Hearing Officer in such form as may be prescribed by the Ethics Hearing Officer. All complaints shall be submitted and signed under oath, shall be legibly drawn, and shall clearly address matters within the scope of this ordinance. Upon receipt of a

complaint in proper form, the City Clerk will deliver a copy of the complaint to the Ethics Hearing Officer, who shall:

1. Review it to determine whether the complaint is unjustified, frivolous, patently unfounded or fails to state facts sufficient to invoke disciplinary action or is to be considered for further investigation.
  2. Be empowered to dismiss those complaints that are unjustified, frivolous, patently unfounded or that fail to state facts sufficient to constitute a violation of this article; provided, however, that a rejection of such complaint by the Ethics Hearing Officer shall not deprive the complaining party of any action he or she might otherwise have at law or in equity against the City of Lawrenceville Official.
  3. Notify the City of Lawrenceville Official charged in the complaint as soon as practicable but in no event later than seven calendar days after receipt of a verified complaint.
  4. Be empowered to collect evidence and information concerning any complaint and to add to the findings and results of its investigation to the file containing such complaint.
  5. Be empowered to conduct probable cause investigations, to take evidence and hold hearings. The Ethics Hearing Officer shall give the City of Lawrenceville Official notice and an opportunity for a hearing.
  6. Be empowered to recommend to the City Council that any City of Lawrenceville Official found to have violated any provision of this article receive a reprimand, censure or be requested to resign their office.
  7. Be empowered to refer a complaint to the appropriate law enforcement agent or agency for investigation and possible prosecution.
  8. Take action within 60 days of receipt of the complaint. The decision by the Ethics Hearing Officer shall be reduced to writing and served upon all parties of interest within five days of reaching a decision.
  9. The Ethics Hearing Officer shall appear in a public hearing before the City Council to present argument and evidence to justify the recommendation contained in paragraph (6) above and make a recommendation of the proper penalty to be imposed. The City Council shall have the final authority to act on or reject the recommendation within 30 days of the presentation by the Hearing Officer.
- r. *City Council action.* Within 30 days following the presentation of the findings of the Ethics Hearing Officer, the City Council shall have the final authority to act on or reject the recommendations of the Ethics Hearing Officer. If the subject of the complaint is a member of the City Council, he or she will not be allowed to vote pursuant to this section or participate in any discussion related thereto. Nor shall such position be counted for the purpose of establishing a quorum for this particular purpose.

- s. *Penalties.* Upon majority vote of the City Council, any violation of this Code of Ethics shall subject the offender to disciplinary action including reprimand, censure, or a request to the offending City of Lawrenceville Official that he or she resign their office.
- t. *Right to appeal.* Any City of Lawrenceville Official adversely affected by a disciplinary action taken by the City Council may appeal the decision to the Gwinnett County Superior Court in accordance with the laws of the State of Georgia. Provided, however, that no action of the Hearing Officer refusing or failing to take action pursuant to this Code of Ethics shall be reviewable by the Superior Court.
- u. *Election tolling.* To discourage the filing of ethics complaints solely for political purposes, complaints will not be accepted against a person seeking election as a City official, whether currently serving as a City official or not, from the date qualifying opens for the elected office at issue through the date the election results for that office are certified. The time for filing complaints will not run during this period. Properly filed complaints will be accepted and processed after the election results have been certified.

SO ORDAINED, this 28<sup>th</sup> day of February, 2022.

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David R. Still, Mayor

Attest:

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Karen Pierce, City Clerk



# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: SPECIAL CALL, WORK SESSION, FEBRUARY 7, 2024  
AGENDA CATEGORY: GENERAL CITY BUSINESS

- Item:** Downtown Development Authority Update on \$1M loan for Downtown Redevelopment
- Department:** Downtown Development Authority
- Date of Meeting:** Wednesday, February 7, 2024
- Fiscal Impact:** none
- Presented By:** Barry Mock, DDA Executive Director
- Action Requested:** Update only

**Summary:** An update on the \$1M loan from City to DDA for downtown redevelopment.

**Background:**

**Fiscal Impact:** None

**Concurrences:**

**Attachments/Exhibits:**

**Summary - DDA acct 9356 - 1/1/2023 thru 12/31/2023**

<b>Beginning Balance</b>		<b>\$169,091.96</b>
<b>Income</b>		
sale of 190 Oak St	\$198,075.00	
sale of 255 West Pike St	\$397,014.07	
earnest money from 489 West Pike St	\$40,000.00	
sale of 335 Oak St (simultaneous closing purchase & sale)	\$6,211.00	
refund earnest money from 294,301,306 West Pike	\$5,000.00	
Total interest earned	\$395.82	
	<b>Total Income</b>	<b>\$646,695.89</b>
<b>Expenses</b>		
Utilities - 130 S Clayton	\$718.00	
190 Oak St reimbursement to city	\$197,715.00	
purchase 255 West Pike St	\$348,006.79	
earnest money for 294, 301, 306 West Pike St	\$5,000.00	
property tax 468 N Clayton	\$577.80	
wire fees	\$84.00	
		<b>(\$552,101.59)</b>
<b>Ending balance</b>		<b>\$ 263,686.26</b>