



# LAWRENCEVILLE

## GEORGIA

### CITY COUNCIL WORK SESSION AGENDA

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Wednesday, November 15, 2023  
2:00 PM

Council Chambers  
70 S. Clayton St, GA 30046

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#### **Call to Order**

#### **Prayer**

#### **Pledge of Allegiance**

#### **Agenda Additions / Deletions**

#### **Discussion of General City Business**

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

- [1.](#) 2045 Comprehensive Plan and Transportation Master Plan
- [2.](#) RZR2023-00020; City of Lawrenceville; 360, 342, & 328 N Perry Street; 112 W Oak Street; 287, 247, 248, 288, 344, & 372 N Clayton Street; 145 & 164 Oak Street; 269, 292, 386, 407, & 409 Chestnut Street
- [3.](#) CIC2023-00011; Enterprise Leasing Company of Georgia, LLC; 176 Scenic Highway
- [4.](#) An Ordinance to Amend the Zoning Ordinance, ARTICLE 1 Districts
- [5.](#) An Ordinance to Amend the Zoning Ordinance, ARTICLE 6; Architectural and Design Standards
- [6.](#) An Ordinance to Amend the Zoning Ordinance, ARTICLE 10; Definitions
- [7.](#) Lawrenceville Arts Commission Project Update – Crogan Street Mural
- [8.](#) Provision of Landscape and Maintenance Services on an Annual Contract
- [9.](#) TI Training Firearms Training Simulator (FATS) Purchase Proposal
- [10.](#) Scenic Highway Pole Replacement Project

- [11.](#) South Town Square Underground Electrical Project
- [12.](#) Wayside Underground Electric Project
- [13.](#) Resolution to Approve Authorized Officials and Voting Delegates to Electric Cities of Georgia, Inc.
- [14.](#) Resolution to Approve 2023 Bond Series Bank Account
- [15.](#) Ordinance setting the time and place of the regularly scheduled meetings of the Lawrenceville City Council for 2024

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

**Final Adjournment**



# LAWRENCEVILLE

## GEORGIA

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

- Item:** 2045 Comprehensive Plan and Transportation Master Plan
- Department:** Planning and Development
- Date of Meeting:** Wednesday, November 15, 2023
- Applicant Request:** Presentation only- no action necessary
- Presented By:** Helen Balch, Deputy Director of Planning and Development
- Department Recommendation:**

**Summary:** The Georgia Planning Act mandates local jurisdictions to craft and uphold comprehensive plans that guide long-term development. This requirement holds particular significance for Lawrenceville, GA, as it seeks to maintain its status as a qualified local government (QLG). These plans adhere rigorously to the Georgia Department of Community Affairs' (DCA) Minimum Standards and Procedures for Local Comprehensive Planning, encompassing facets such as land use, economics, housing, and transportation.

This comprehensive plan update holds a pivotal role in shaping the future trajectory of Lawrenceville and its surrounding regions. The City of Lawrenceville Comprehensive Plan 2045 serves as an integral framework, directing the city's growth and evolution. By furnishing a transparent roadmap for planning and development, this comprehensive process ensures a well-coordinated approach to growth. This not only improves residents' quality of life but also fosters a strong sense of community identity while preserving Lawrenceville's unique character.

**Attachments/Exhibits:**

- Draft to be provided at meeting.



# LAWRENCEVILLE

## GEORGIA

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

**Item:** RZR2023-00020; City of Lawrenceville; 360, 342, & 328 N Perry Street; 112 W Oak Street; 287, 247, 248, 288, 344, & 372 N Clayton Street; 145 & 164 Oak Street; 269, 292, 386, 407, & 409 Chestnut Street

**Department:** Planning and Development

**Date of Meeting:** Wednesday, November 15, 2023

**Applicant Request:** Citywide Rezoning of properties to be consistent with their current use

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

**Department Recommendation:** **Approval**

**Planning Commission Recommendation:** **Table to February, 2024.**

**Summary:** The Planning and Development Department requests the rezoning of an approximately 5.96-acre area consisting of seventeen (17) separate parcels in the area bounded by Born Street to the north, North Perry Street to the west, West Pike Street to the south, and Buford Drive to the east, colloquially known as North Downtown Lawrenceville (NDTL). The proposed city-initiated rezoning is from BGC (Central General Business District), BG (General Business District), and ON (Office Neighborhood District) to RS-60 (Single-Family Residential District) to bring the zoning in line with the current land use of the area; that is, single-family homes. The properties are all currently developed with single-family residential dwelling units.

- Attachments/Exhibits:**
- **RZR2023-00020\_Report**

- **RZR2023-00020\_Planning and Development recommendations**
- **RZR2023-00020\_Aerial map (1:2,750)**
- **RZR2023-00020\_Aerial map (1:5,500)**
- **RZR2023-00020\_Character area map (1:2,750)**
- **RZR2023-00020\_Character area map (1:5,500)**
- **RZR2023-00020\_DDA map (1:2,750)**
- **RZR2023-00020\_DDA map (1:5,500)**
- **RZR2023-00020\_Zoning map (1:2,750)**
- **RZR2023-00020\_Zoning map (1:5,500)**



# LAWRENCEVILLE

## Planning & Development

**CASE NUMBER:** RZR2023-00020

**APPLICANT:** TODD HARGRAVE

**CONTACT:** TODD HARGRAVE

**PHONE NUMBER:** 678.407.6583

**LOCATION(S):** 360, 342, & 328 N PERRY ST; 112 W OAK ST; 287, 247, 248, 288, 344, & 372 N CLAYTON ST; 145 & 164 OAK ST; 269, 292, 386, 407, & 409 CHESTNUT ST

**PARCEL ID(S):** R5146B009, R5146B010, R5146B011, R5146B015, R5146B029, R5146B028, R5146B051, R5146B049, R5146B046, R5146B045, R5146B061, R5146B059, R5146B058, R5146B086, R5146B083, R5146B081, & R5146B080

**APPROXIMATE ACREAGE:** 5.96

**ZONING PROPOSAL:** VARIOUS TO RS-60 (SINGLE-FAMILY RESIDENTIAL DISTRICT)

**PROPOSED DEVELOPMENT:** SINGLE-FAMILY RESIDENTIAL DWELLING UNIT

**DEPARTMENT RECOMMENDATION:** **APPROVAL WITH CONDITIONS**



# LAWRENCEVILLE

## Planning & Development

### VICINITY MAP





# LAWRENCEVILLE

## *Planning & Development*

### **ZONING HISTORY**

With the exceptions of 145 and 164 Oak Street as well as 288 North Clayton Street, the subject properties have retained the same zoning classifications since 1960 (BGC and BG). 145 and 164 Oak Street were rezoned from RS-120 (Single Family Residential District) to ON (Office Neighborhood District) at an undetermined date between 1987 and 2002. 288 N Clayton was rezoned from BGC (Central General Business) to RS-150 (Single Family Residential District) in 2016, and then was rezoned back to BGC in 2020.

### **PROJECT SUMMARY**

The Planning and Development Department requests the rezoning of an approximately 5.96-acre area consisting of seventeen (17) separate parcels in the area bounded by Born Street to the north, North Perry Street to the west, West Pike Street to the south, and Buford Drive to the east, colloquially known as North Downtown Lawrenceville (NDTL). The proposed city-initiated rezoning is from BGC (Central General Business District), BG (General Business District), and ON (Office Neighborhood District) to RS-60 (Single-Family Residential District) to bring the zoning in line with the current land use of the area; that is, single-family homes. The properties are all currently developed with single-family residential dwelling units.

### **SURROUNDING ZONING AND USE**

The surrounding area is mostly characterized by single-family homes, with many of these structures used as commercial offices. Most are currently zoned BGC regardless of whether they are being used in a commercial or residential capacity, though there is a cluster of single-family homes on RS-150 parcels around the intersection of Oak and Chestnut Streets. The southern end of the North DTL study area is more commercial in nature, composed mostly of businesses occupying older structures that encourage walkability. The historic courthouse on the square anchors the area to the south. There is also a singular multifamily structure in this area, on a parcel zoned RM-12 (Multifamily Residential District). Along Buford Drive to the west, there are more automobile-oriented businesses on parcels zoned BG. To the north, the parcels along Born Street have similar zoning and uses as well as





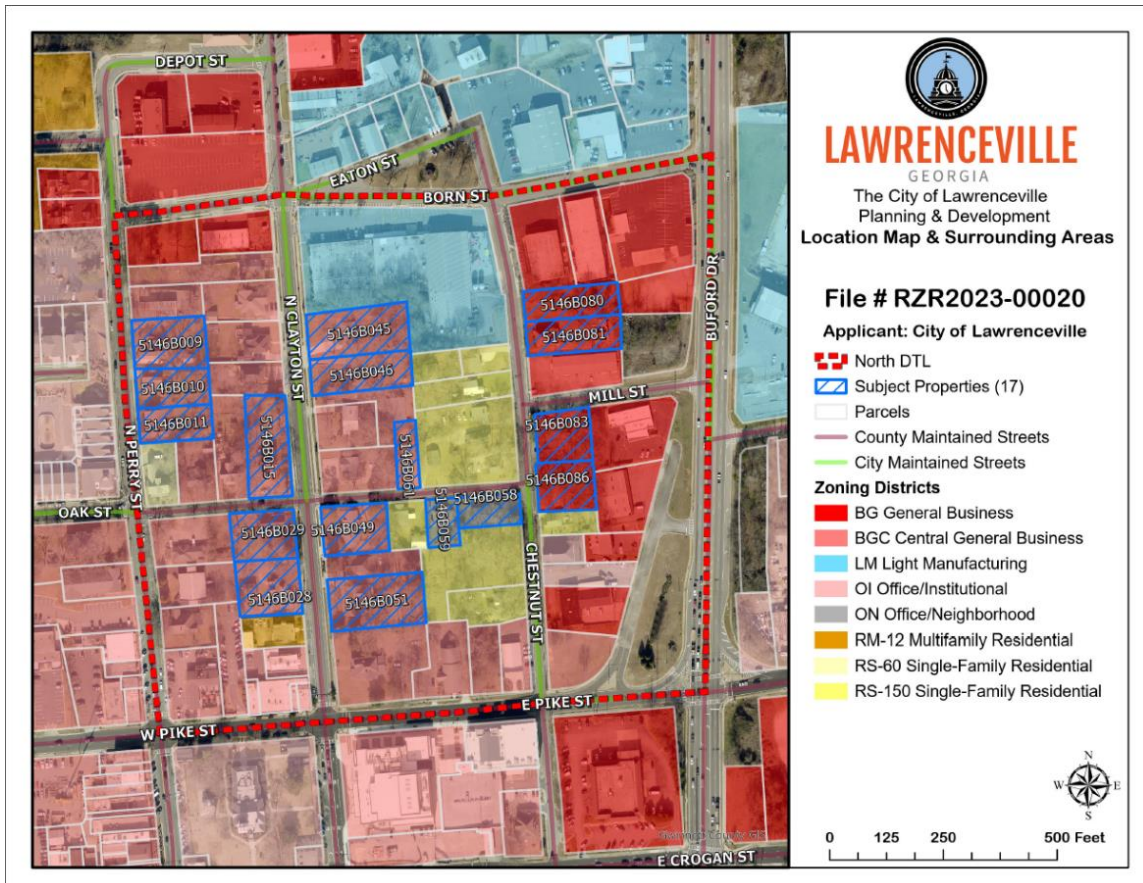
# LAWRENCEVILLE

## Planning & Development

industrial uses towards the freight rail corridor to the north; this includes the Ironshield Brewery within the North DTL study area.

Though the proposed request to rezone the properties to RS-60 may not necessarily be consistent with the established zoning pattern of the area as-is, it would be consistent with the established development and land use patterns within the area, which consist of predominately single-family residential dwelling units. Such a rezoning has recent precedent in the area; in November 2022, City Council approved the rezoning of 190 Oak Street (within the study area) to RS-60, and in June 2023, they approved the rezoning of 335 Oak Street and 255 West Pike Street to the same zoning district as proposed.

### CITY OF LAWRENCEVILLE OFFICIAL ZONING MAP





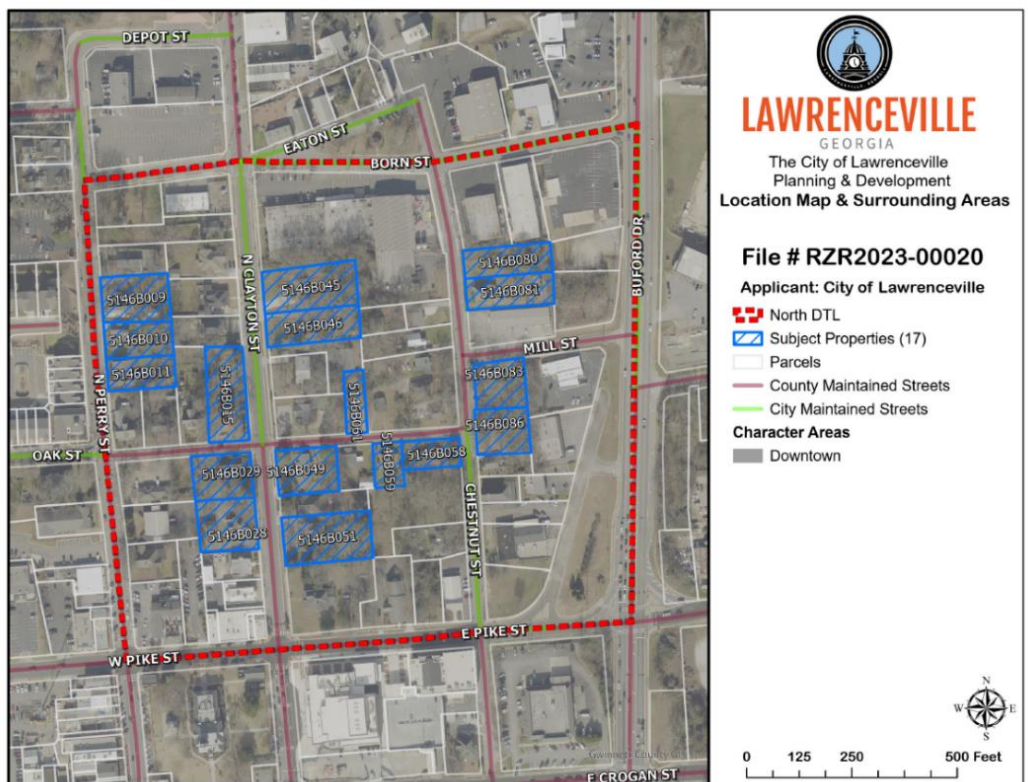
# LAWRENCEVILLE

## Planning & Development

### 2040 COMPREHENSIVE PLAN

The City of Lawrenceville 2040 Comprehensive Plan and Future Development Map indicate the subject properties are located within the Downtown character area. Downtown is the heart of Lawrenceville, both in terms of its location and the level of activity. It is the highest intensity district in terms of its density and mixture of uses, particularly because of its mix of businesses. Development supports a live-work-play lifestyle, with a variety of housing, employment, and entertainment options. The streets are vibrant and walkable, and the sidewalks do not roll up at 5:00pm every night—it is a center for arts, culture, and music in Gwinnett County. In Downtown, there is a place for everyone: families, students, millennials, empty nesters, and seniors all feel at home and welcome. As proposed, the requested rezoning would be consistent with the policies of the 2040 Comprehensive Plan and the established intent for both character areas.

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





# LAWRENCEVILLE

## *Planning & Development*

### **STAFF RECOMMENDATION**

In conclusion, the proposal may not be consistent with the established zoning pattern in the immediate area, however, policies relating to long range planning suggest the city embrace the principles of new urbanism by creating a housing stock that is well maintained and includes homes with a variety of forms and price points. The intent of the Comprehensive Plan is to encourage positive redevelopment of benefiting from the “halo effect” of high-quality development already happening nearby. This proposal would continue with the precedent set by RZR2022-00014 and RZR2023-00019, when City Council approved requests to rezone various properties in the general area from BGC to RS-60 to allow for the construction of single-family homes.

Rather than continuing to spot-zone the area over time, this proposal would allow for a wide swath of properties within the greater Downtown Lawrenceville area to have their zoning reflect their actual use, simplifying the permitting process for existing property owners and allowing the city to continue to rectify past zoning missteps and inconsistencies. Given the aforementioned factors, the Planning and Development Department recommends **APPROVAL WITH CONDITIONS** for the proposal.



# LAWRENCEVILLE

## *Planning & Development*

### **CITY OF LAWRENCEVILLE DEPARTMENT COMMENTS:**

#### **ENGINEERING DEPARTMENT**

No comment

#### **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**

No comment



# LAWRENCEVILLE

## Planning & Development

### 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 could be suitable in view of the use and development in the immediate area, but the proposal lacks consistency (i.e. local services, pedestrian connectivity, etc.) with the long range plans of the City of Lawrenceville.*

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

*The area along the within the “North DTL” has long suffered due to antiquated policies and lack of enforcement. New decisions must be consistent with the polices relating to the long-range plans for the immediate area in order for the City to flourish.*

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

*The properties have a reasonable economic use as currently zoned, but retrofitting such single-family structures for commercial use may be prohibitively expensive due to code requirements.*

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

*Transitioning from a higher intensity use (general business) to a lower intensity one (single-family residential) would reduce the demand on public facilities in the form of traffic, utilities, stormwater runoff, and schools. This reduction would likely be minimal, however, given that these homes are already being used as single-family dwellings.*



# LAWRENCEVILLE

## Planning & Development

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

*Policies of the City are intended to benefit or enhance the quality of life for existing and potential members of the public choosing to reside within the city limits. Downtown is intended as a mixed-use district that includes single-family residential housing, so this rezoning conforms with the long-range plan.*

**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;**

*The proposal would continue a long overdue zoning clean up in this area that began in November 2022 with RZR2022-00014 and continued with RZR2022-00019 in June 2023.*

Approval of an RS-60 (Single-Family Residential District), subject to the following enumerated conditions:

1. To restrict the use of the property as follows:
  - A. One-family detached dwelling unit, Live/Work Unit, accessory structure.
2. To satisfy the following site development considerations:
  - A. The new construction, building design, architectural materials and color selection of a one-family detached dwelling unit shall be subject to the minimum requirements of the City of Lawrenceville, Zoning Ordinance, Article 6 Architectural and Design Standards. All submittals shall be subject to the review and approval of the Director of Planning and Development, or designee, prior to the issuance of a Building Permit.
    - i. The new construction of a one-family detached dwelling unit shall be subject to the following dimensional standards:

<b>Principal Structure</b>		
<i>Minimum Lot Area (sq. ft.)</i>	<i>Maximum Impervious Surface (sq. ft.)</i>	<i>Minimum Lot Width (ea.)</i>
5,228 sq. ft.	2,614 sq. ft.	50 feet

<b>Principal Structure</b>					
<i>Maximum Building Height</i>	<i>Minimum Front Yard Setback</i>	<i>Minimum Rear Yard Setback</i>	<i>Minimum Side Yard Setback</i>	<i>Minimum Heated Floor Area</i>	<i>Minimum Heated Floor Area</i>
35 feet	15 feet	10 feet	5 feet	2,000 sq. ft. (1 story)	2,200 sq. ft. (2 stories)

- ii.* The new construction of a one-family detached dwelling unit shall require the design and construction of the façade, rear, and side elevations to consist of four (4) sides of fiber cement or wood siding and a thirty-six (36) inch water table.
  - iii.* The new construction of a one-family detached dwelling unit shall have an attached two-car garage with carriage-style garage doors. The garage shall be located in the Rear Yard Area.
  - iv.* The new construction of a one-family detached dwelling unit shall consist of a driveway constructed of an approved hard surface.
- B.** The new construction, building design, architectural materials and color selection of a detached accessory structure shall be subject to the minimum requirements of the City of Lawrenceville, Zoning Ordinance, Article 6 Architectural and Design Standards. All submittals shall be subject to the review and approval of the Director of Planning and Development, or designee, prior to the issuance of a Building Permit.
- i.* The new construction of an accessory structure shall be prohibited within the Front Yard Area.
  - ii.* The new construction of an accessory structure shall be subject to the following dimensional standards:

<b>Accessory Structure</b>					
<i>Allowance</i>	<i>Height</i>	<i>Front Yard Setback</i>	<i>Rear Yard Setback</i>	<i>Side Yard Setback</i>	<i>Maximum Square Footage</i>
<i>One Per Lot</i>	<i>18 feet</i>	<i>Prohibited</i>	<i>5 feet</i>	<i>5 feet</i>	<i>400 sq. ft.</i>

- iii.* The new construction of a detached accessory structure intended to be used as a garage shall have carriage-style garage doors. The Carriage-style garage doors shall face an adjacent Side Yard Area property line.



- C.** Provide and maintain a five (5) foot concrete sidewalk adjacent to public right-of-way(s).
  - D.** Natural vegetation shall remain on the property until the issuance of a building permit or development permit, as applicable.
  - E.** Any utility relocations shall be the responsibility of the developer.
- 2.** The following variances are granted:
- A.** Variances to allow the rehabilitation of the existing structure or new construction, subject to the following:

    - i.** A variance from the Zoning Ordinance, Article 1, Section 102.4, Subsection B. Lot Development Standards, Minimum Development Size Requirement, allows the forty (40) percent reduction of the Minimum Development Size Requirement from ten (10) acres.
    - ii.** A variance from the Zoning Ordinance, Article 1, Section 102.4, Subsection B. Lot Development Standards, Front Yard Setback, allows the fifty-seven (57) percent reduction of the Minimum Front Yard Setback from thirty-five (35) feet to fifteen (15) feet.
    - iii.** A variance from the Zoning Ordinance, Article 1, Section 102.4, Subsection B. Lot Development Standards, Minimum Rear Yard Setback, allows the fifty (50) percent reduction of the Minimum Rear Yard Setback from twenty (20) feet to ten (10) feet.
    - iv.** A variance from the Zoning Ordinance, Article 1, Section 103.2, Use Table and related supplemental regulations of Article 2, Section 200.3 Supplemental Use Standards Subsection 200.3.47 Live/Work allows a Live/Work Unit as an Accessory Use at the subject property. The final design shall be subject to the review and approval of the Director of Planning and Development.



# LAWRENCEVILLE

GEORGIA

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

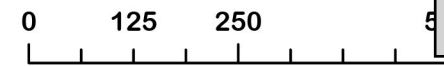
**File # RZR2023-00020**

**Applicant: City of Lawrenceville**

-  North DTL
-  Subject Properties (17)
-  Parcels
-  County Maintained Streets
-  City Maintained Streets



Gwinnett County GIS





# LAWRENCEVILLE

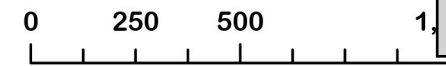
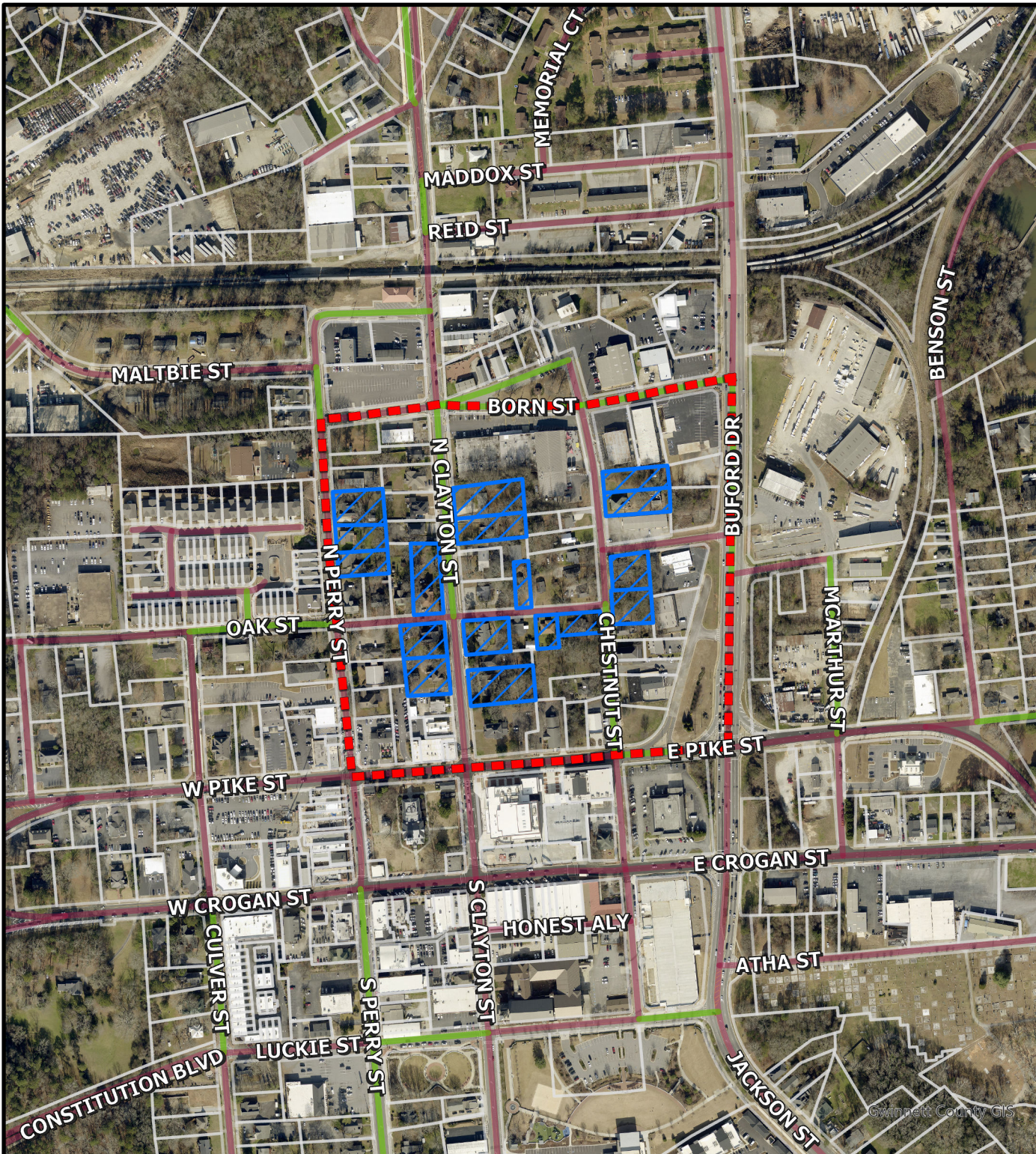
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# LAWRENCEVILLE

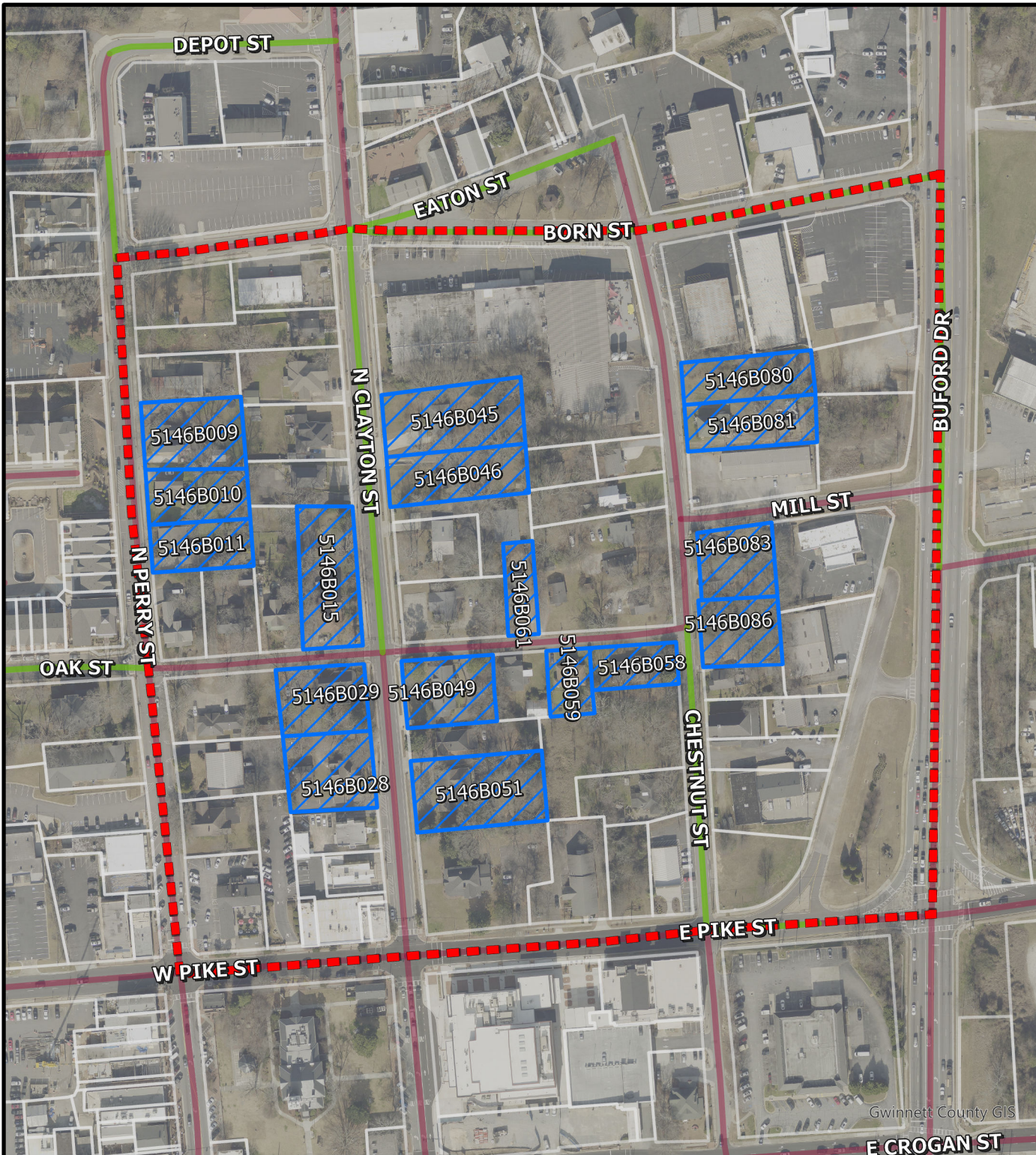
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The City of Lawrenceville  
Planning & Development  
Location Map & Surrounding Areas

**File # RZR2023-00020**

**Applicant: City of Lawrenceville**

-  North DTL
-  Subject Properties (17)
-  Parcels
-  County Maintained Streets
-  City Maintained Streets
- Character Areas**
-  Downtown



Gwinnett County GIS













# LAWRENCEVILLE

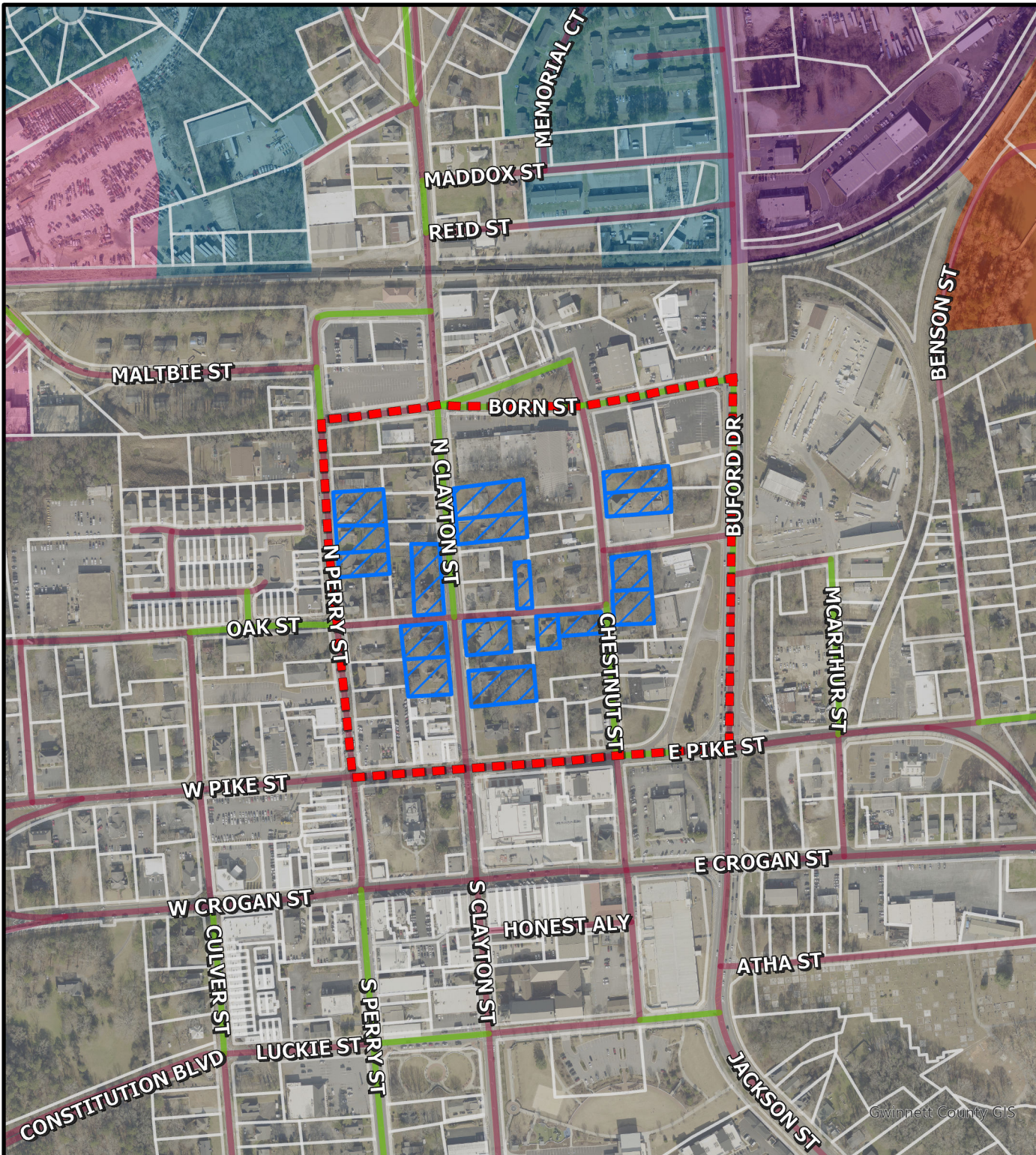
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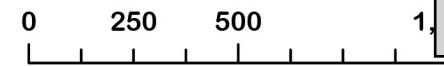
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**Applicant: City of Lawrenceville**

-  North DTL
-  Subject Properties (17)
-  Parcels
-  County Maintained Streets
-  City Maintained Streets
- Character Areas**
-  Community Mixed Use
-  Neighborhood Mixed Use
-  Downtown
-  Industrial
-  College Corridor



Gwinnett County GIS


















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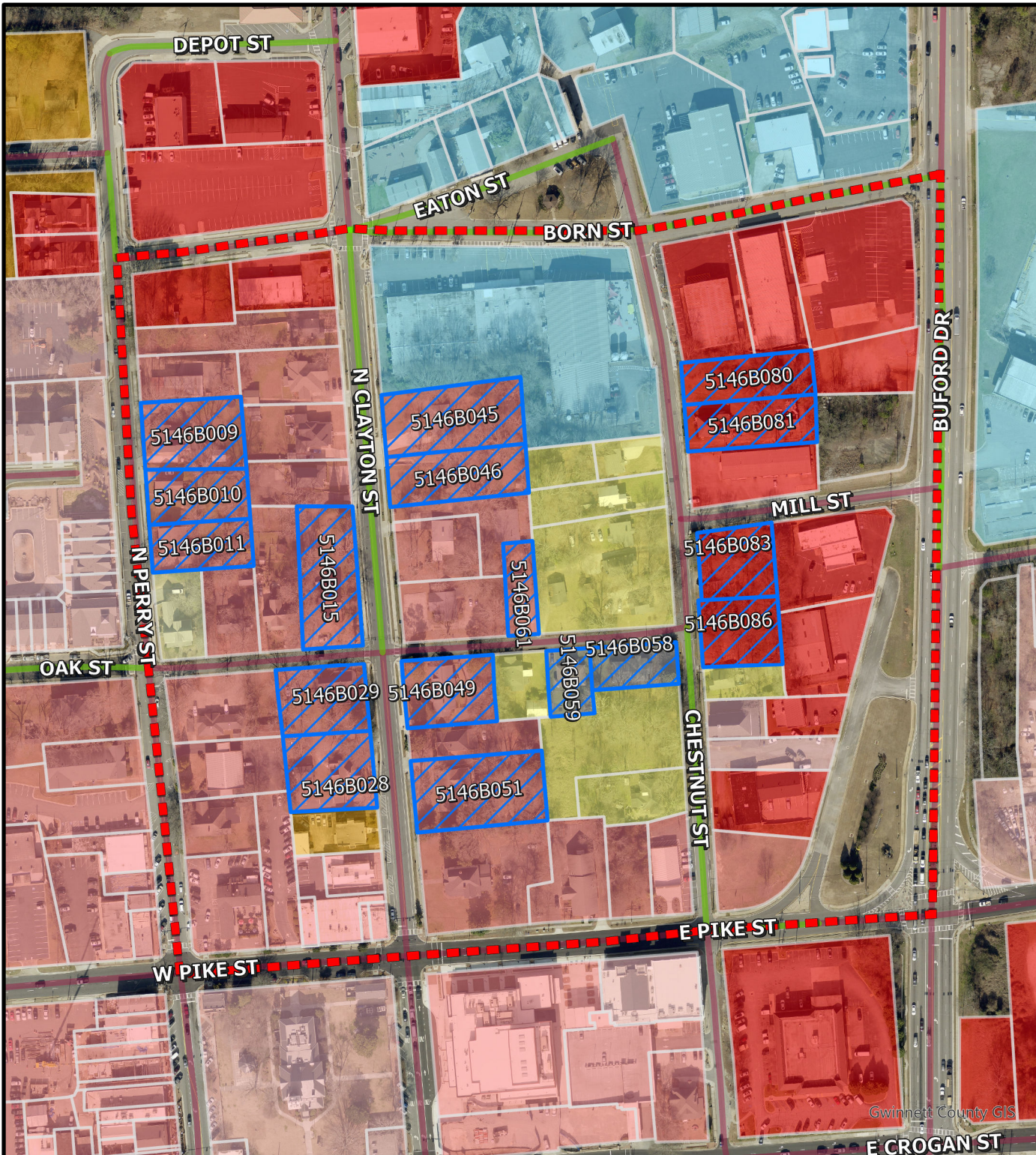
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The City of Lawrenceville  
Planning & Development  
Location Map & Surrounding Areas

**File # RZR2023-00020**

**Applicant: City of Lawrenceville**

-  North DTL
-  Subject Properties (17)
-  Parcels
-  County Maintained Streets
-  City Maintained Streets
- Zoning Districts**
-  BG General Business
-  BGC Central General Business
-  LM Light Manufacturing
-  OI Office/Institutional
-  ON Office/Neighborhood
-  RM-12 Multifamily Residential
-  RS-60 Single-Family Residential
-  RS-150 Single-Family Residential



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# LAWRENCEVILLE

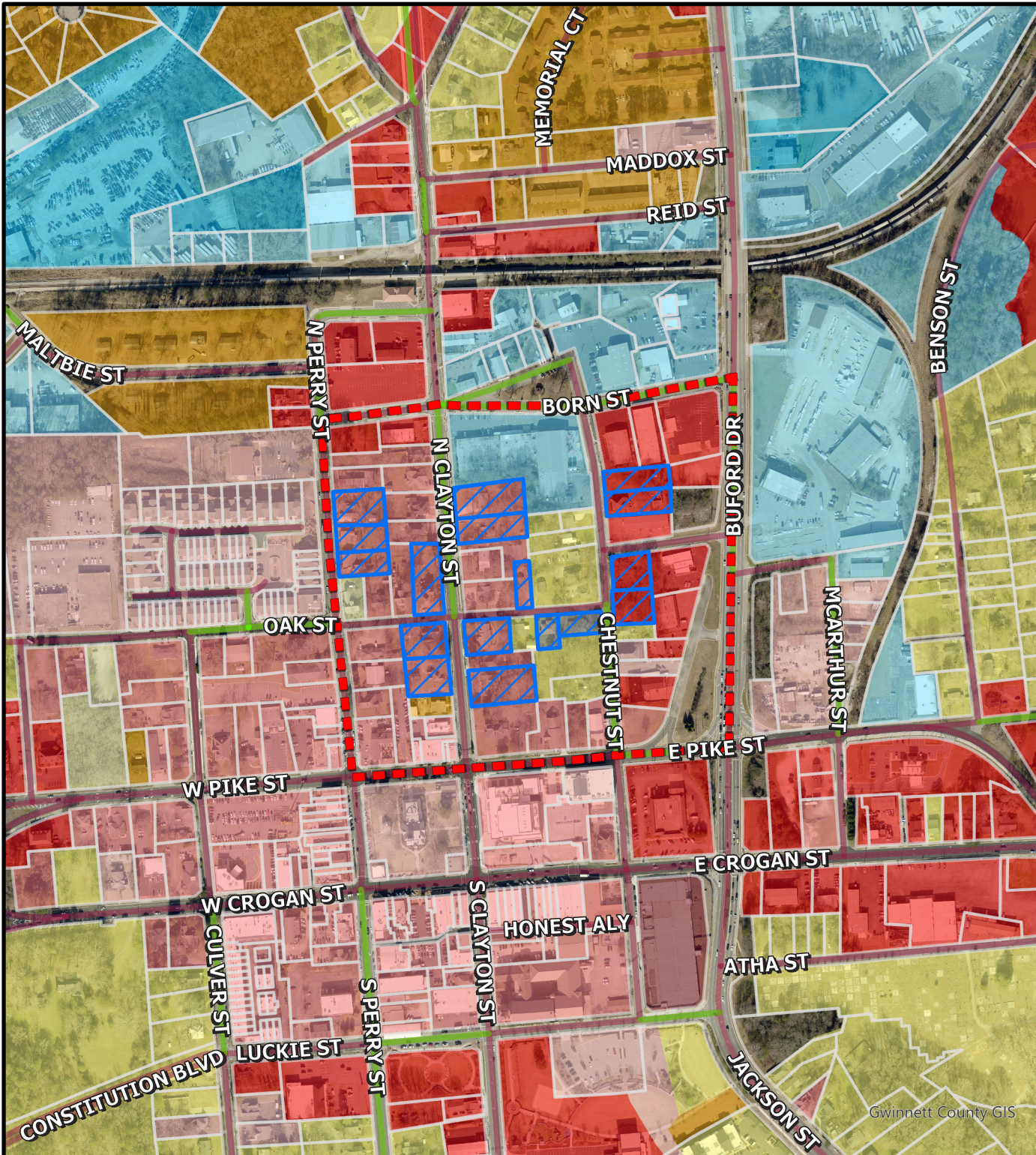
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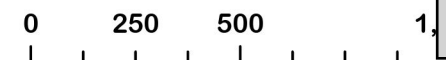
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**Applicant: City of Lawrenceville**

-  North DTL
  -  Subject Properties (17)
  -  Parcels
  -  County Maintained Streets
  -  City Maintained Streets
- Zoning Districts**
-  BG General Business
  -  BGC Central General Business
  -  HSB Highway Service Business
  -  LM Light Manufacturing
  -  HM Heavy Manufacturing
  -  OI Office/Institutional
  -  ON Office/Neighborhood
  -  RM-12 Multifamily Residential
  -  RS-60 Single-Family Residential
  -  RS-150 Single-Family Residential



Gwinnett County GIS











# LAWRENCEVILLE

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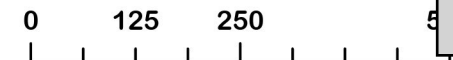
**File # RZR2023-00020**

**Applicant: City of Lawrenceville**

-  North DTL
-  Subject Properties (17)
-  Parcels
-  Downtown Development Authority Boundary
-  County Maintained Streets
-  City Maintained Streets



Gwinnett County GIS













# LAWRENCEVILLE

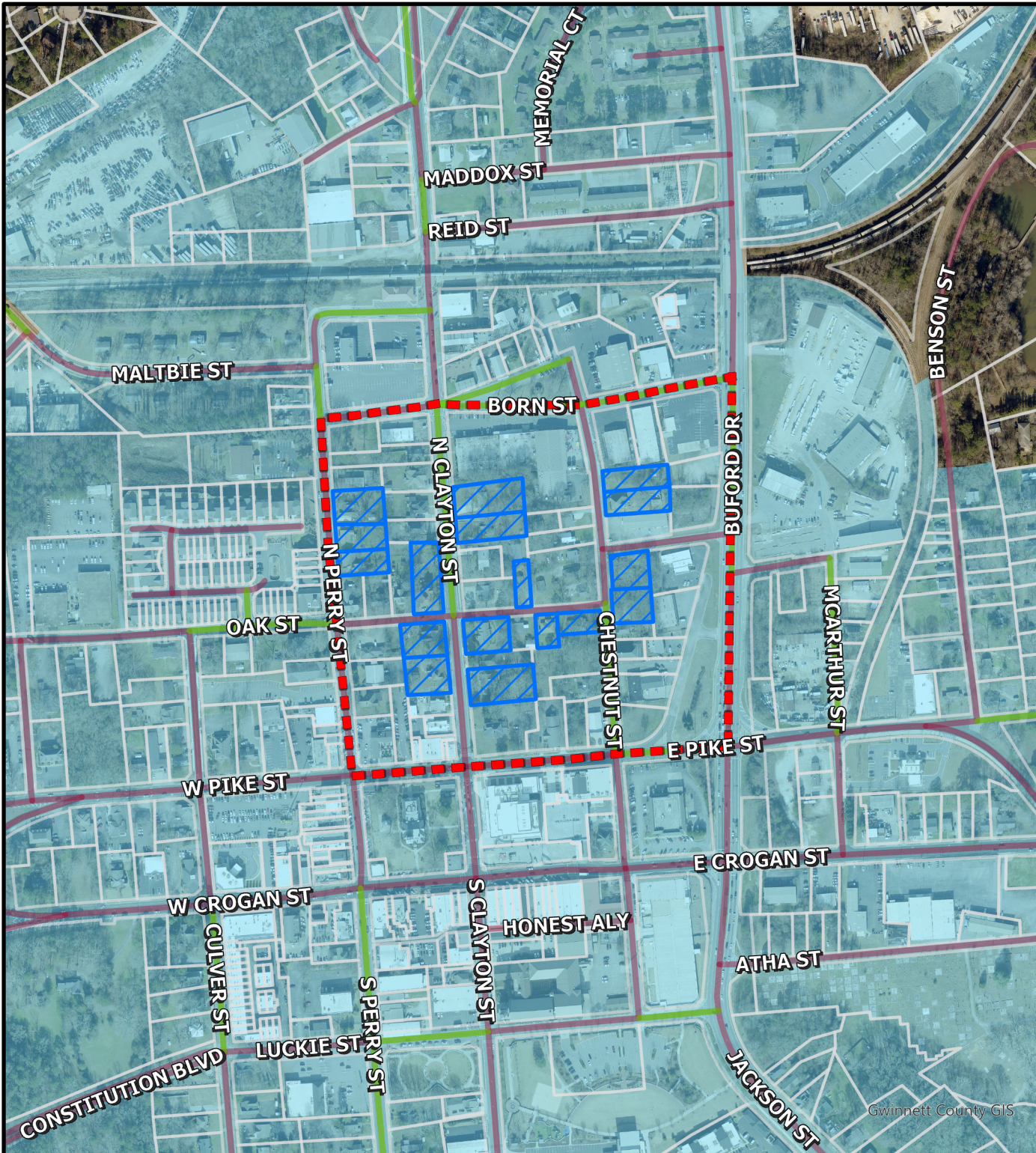
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**File # RZR2023-00020**

**Applicant: City of Lawrenceville**

-  North DTL
-  Subject Properties (17)
-  Parcels
-  Downtown Development Authority Boundary
-  County Maintained Streets
-  City Maintained Streets



Gwinnett County GIS





# LAWRENCEVILLE

## GEORGIA

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

**Item:** CIC2023-00011; Enterprise Leasing Company of Georgia, LLC; 176 Scenic Highway

**Department:** Planning and Development

**Date of Meeting:** Wednesday, November 15, 2023

**Applicant Request:** Approval of Change-in-Conditions to the previously approved Special Use Permit for a Carwash

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

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

**Planning Commission Recommendation:** **Recommendation to be provided at the Regular Meeting**

**Summary:** The applicant is seeking a Change-in-Conditions to remodel and improve an existing car was structures condition at 176 Scenic Hwy. Lawrenceville, GA 30046. The property is currently zoned in General Business District and the intended use is staying the same as existing.

Enterprise Rent-A-Car has been operating here since 2001, which is when the original car wash along with the back side of the building was constructed. Since that time, in 2005, an ordinance was adopted by the City of Lawrenceville that required a business who operated car washes as a conditional use to have a Special Use Permit.

Enterprise applied for and was granted a Special Use Permit in 2019 with conditions of construction of an automatic car wash that would be installed inside the remodeled building envelope. During an analysis of the cost for such a project it was determined the burden on the local operators financially

was too great. As such, the applicant is seeking a Change-in-Conditions to allow for a different design for the car wash canopy than what was approved by City Council in 2019.

**Attachments/Exhibits:**

- CIC2023-00011\_Report
- CIC2023-00011\_P&D Recommended Conditions
- CIC2023-00011\_Application
- CIC2023-00011\_Letter of Intent
- CIC2023-00011\_Survey
- CIC2023-00011\_Site Plan
- CIC2023-00011\_2019 Approved Canopy Proposal
- CIC2023-00011\_New Canopy Proposal
- CIC2023-00011\_Map\_Aerial Zoomed In
- CIC2023-00011\_Map\_Aerial Zoomed Out
- CIC2023-00011\_Map\_Character Areas Zoomed In
- CIC2023-00011\_Map\_Character Areas Zoomed Out
- CIC2023-00011\_Map\_DDA Zoomed In
- CIC2023-00011\_Map\_DDA Zoomed Out
- CIC2023-00011\_Map\_Zoning Zoomed In
- CIC2023-00011\_Map\_Zoning Zoomed Out



# LAWRENCEVILLE

## Planning & Development

**CASE NUMBER:** CIC2023-00011

**OWNER:** MEA FAMILY INVESTMENTS LP

**APPLICANT:** TIM TEAGUE

**CONTACT:** TIM TEAGUE – 706.968.8017

**LOCATION(S):** 176 SCENIC HIGHWAY

**PARCEL ID(S):** R5147 152

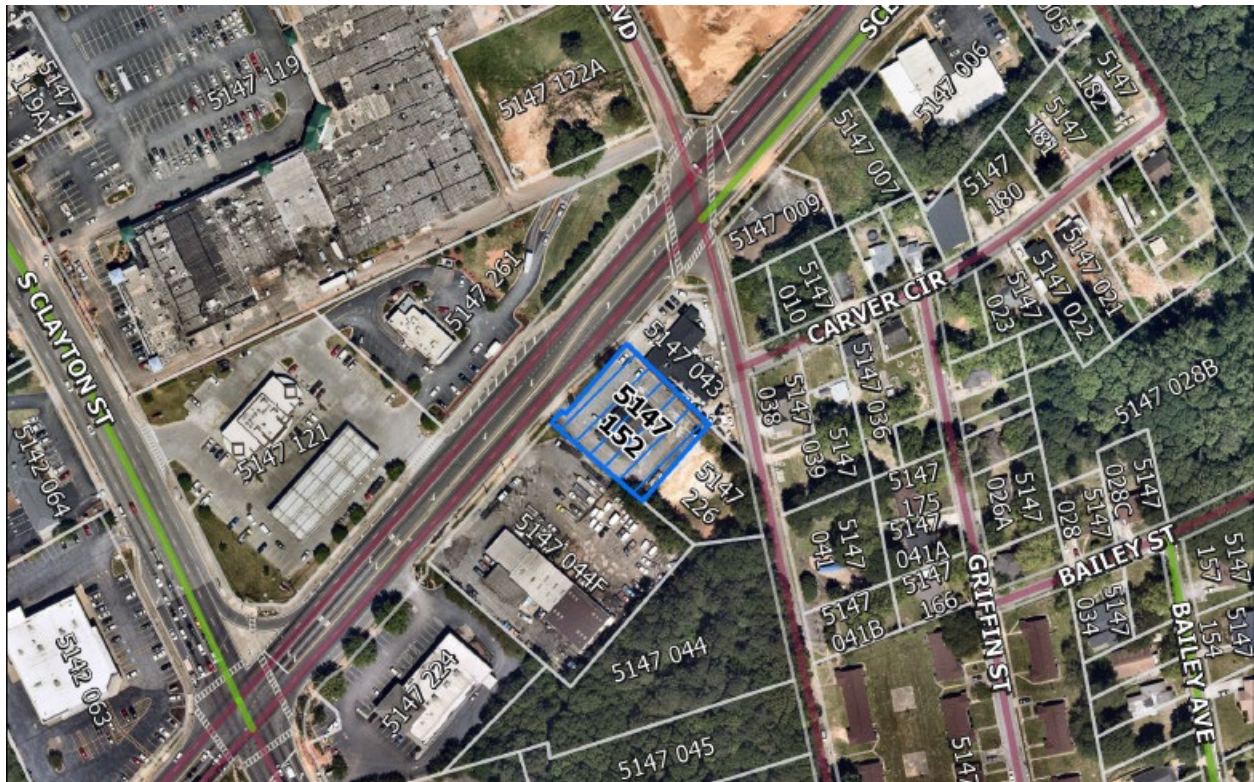
**APPROXIMATE ACREAGE:** 0.49

**ZONING PROPOSAL:** BG (GENERAL BUSINESS DISTRICT) – CHANGE IN CONDITIONS

**PROPOSED DEVELOPMENT:** RENTAL, AUTOMOBILE – CAR WASH CANOPY

**DEPARTMENT RECOMMENDATION:** DENIAL

**VICINITY MAP**





# LAWRENCEVILLE

## Planning & Development

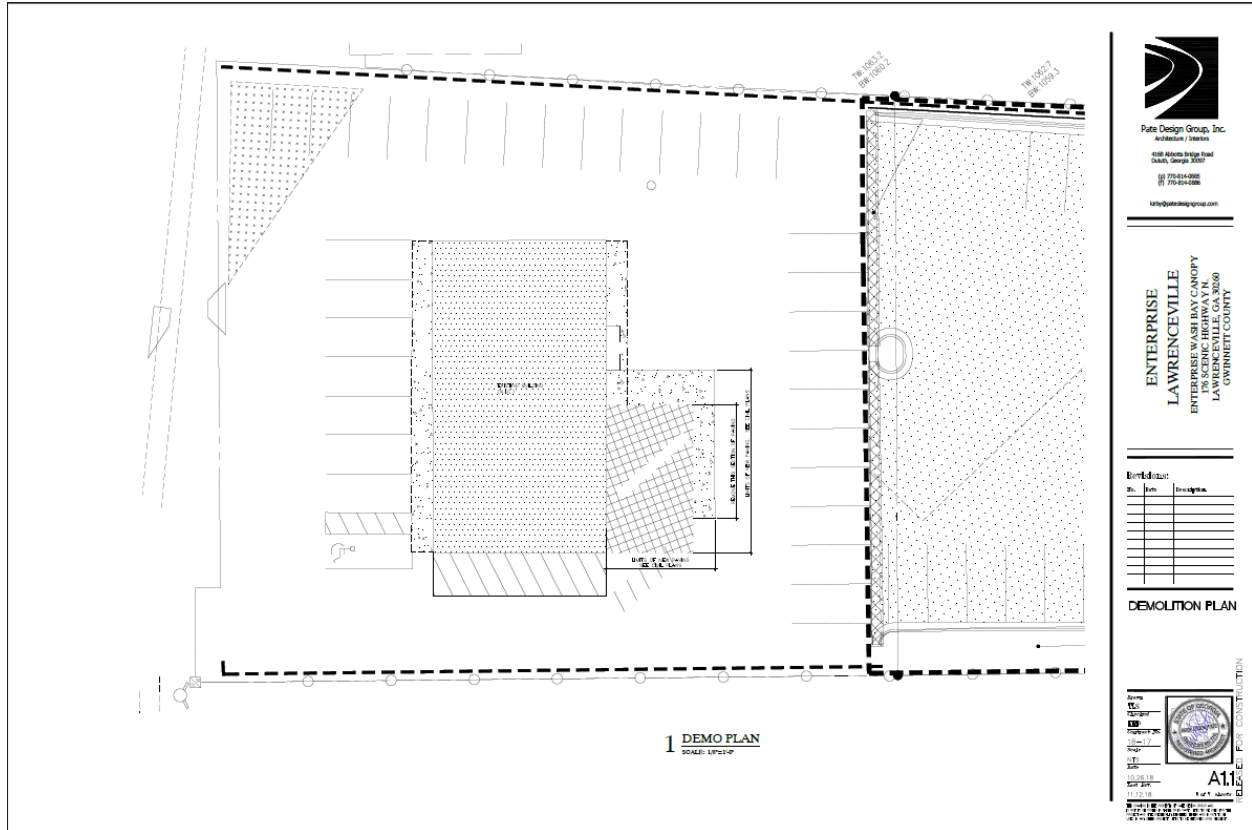
### ZONING HISTORY

The subject property has been zoned BG (General Business District) since 1960, which is the earliest record on file. SUP2019-00011 was approved on October 7, 2019, which allowed for an accessory car wash in the rear yard of the property.

### PROJECT SUMMARY

The applicant requests a change in conditions for an approximately 0.49-acre parcel at 176 Scenic Highway. In October 2019, City Council approved a plan to build an accessory car wash in the rear yard on the property to serve the business's inventory. The proposed change in conditions is to allow a canopy over the car wash with a significantly different design than that which was approved in 2019. In addition, the site plan differs from that approved in 2019; see updated site plan below. There are no other changes requested.

### SURVEY





# LAWRENCEVILLE

## Planning & Development

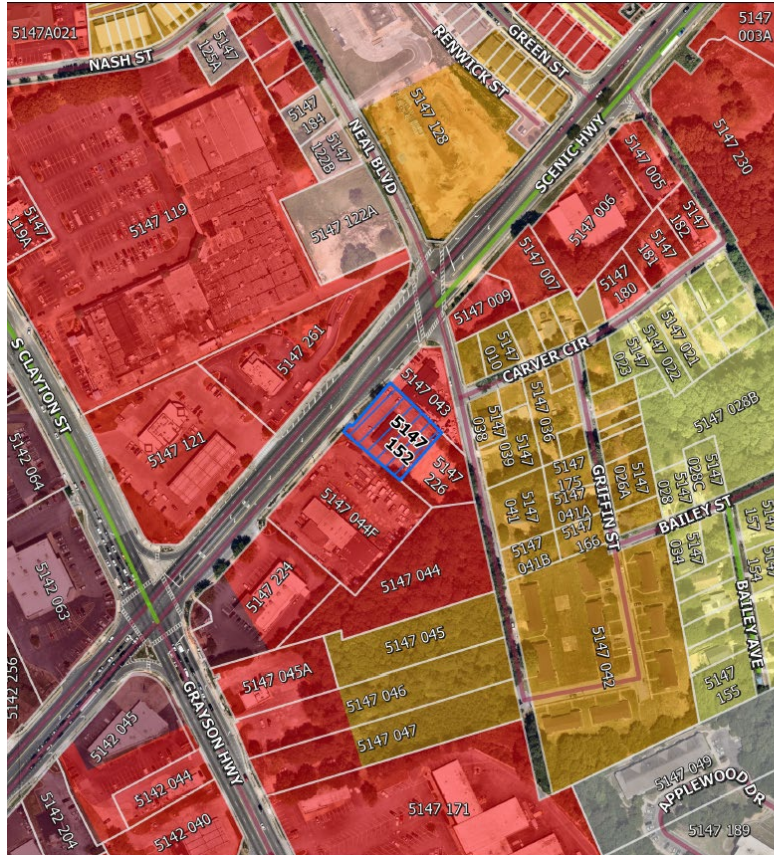
### ZONING AND DEVELOPMENT STANDARDS

Zoning and other development considerations for the car wash canopy, such as its maximum size and exclusivity of use, were conditioned in the 2019 approval; these conditions shall remain, with the only proposed change being a change in the design for the proposed car wash canopy. The proposed change in conditions will not affect the overall development and zoning and development standards.

### SURROUNDING ZONING AND USE

The surrounding area is characterized by commercial, institutional, and residential uses. The property is immediately surrounded by parcels zoned BG (General Business District), the same as the subject property. The greater area contains multifamily properties zoned RM-12 (Multifamily Residential District) and retail uses zoned HSB (Highway Service Business District).

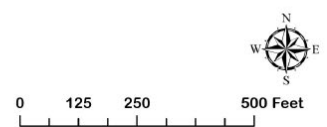
### CITY OF LAWRENCEVILLE OFFICIAL ZONING MAP




**LAWRENCEVILLE**  
GEORGIA  
The City of Lawrenceville  
Planning & Development  
Location Map & Surrounding Areas

**File # CIC2023-00011**  
Applicant: **Tim Teague**

-  North DTL
-  Subject Property
-  Parcels
-  County Maintained Streets
-  City Maintained Streets
- Zoning Districts**
-  BG General Business
-  HSB Highway Service Business
-  OI Office/Institutional
-  RM-12 Multifamily Residential
-  RMHR Multifamily Residence District - High-Rise
-  RS-150 Single-Family Residential





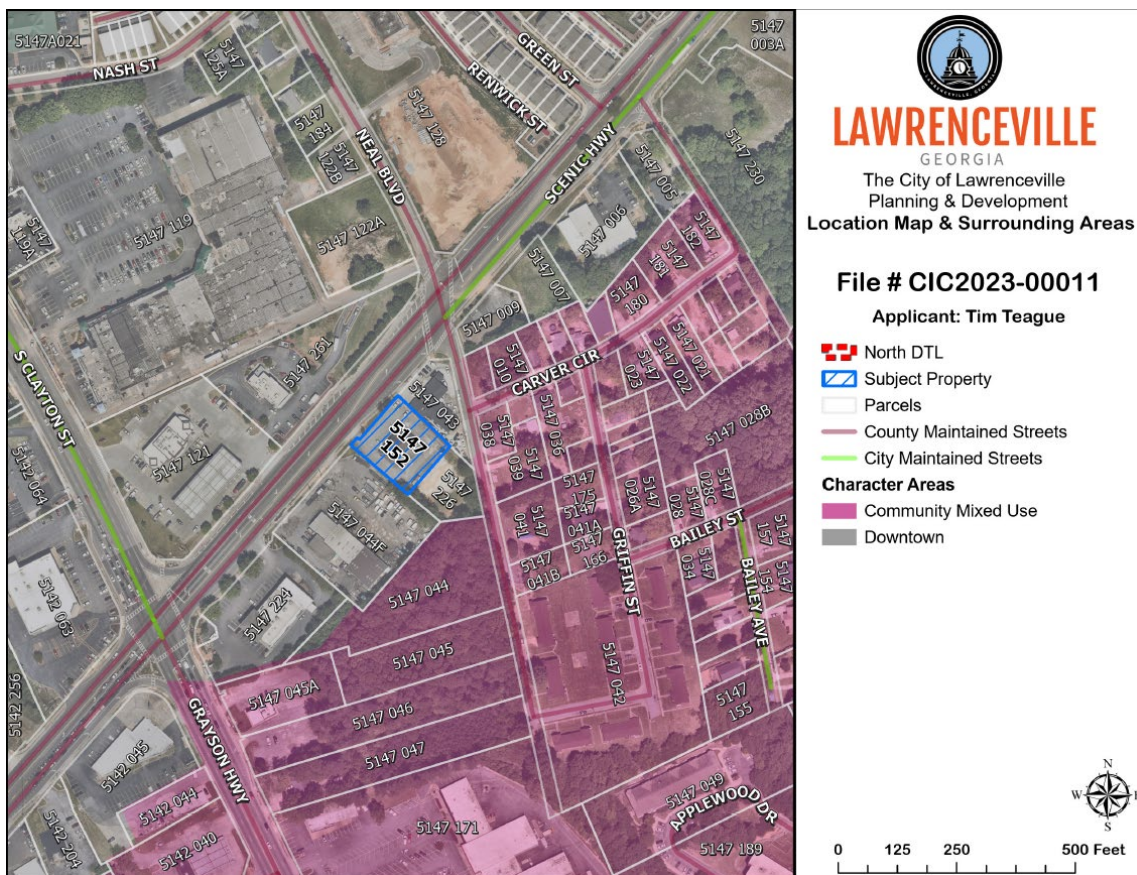
# LAWRENCEVILLE

## Planning & Development

### 2040 COMPREHENSIVE PLAN

The City of Lawrenceville 2040 Comprehensive Plan and Future Development Map indicate the subject property is located within the Downtown Character Area. Downtown is the heart of Lawrenceville, both in terms of its location and level of activity. The proposal is not consistent with the intent of the 2040 Comprehensive Plan due to its diminished architectural standards compared to the plan approved in 2019.

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





# LAWRENCEVILLE

## *Planning & Development*

### **STAFF RECOMMENDATION**

Given that City Council approved car wash plans with a significantly different architectural character in 2019, a change of conditions to diminish the design standards would be inappropriate. The design of the proposed canopy is at odds with City Council's stated goal of improving the quality of the built environment in and around Downtown Lawrenceville. Settling for a lower quality of development here would undermine previous precedent that has been set for the area, both in terms of the 2019 decision and through various long-range plans. Therefore, the Planning and Development Department recommends **DENIAL** of the requested Change in Conditions.





# LAWRENCEVILLE

## *Planning & Development*

### **CITY OF LAWRENCEVILLE DEPARTMENT COMMENTS:**

#### **ENGINEERING DEPARTMENT**

No comment

#### **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**

No comment



# LAWRENCEVILLE

## Planning & Development

### 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;**

*The change in conditions does not affect the approved proposal from 2019.*

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

*The change in conditions does not affect the approved proposal from 2019.*

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

*The change in conditions does not affect the approved proposal from 2019.*

- 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;**

*The change in conditions does not affect the approved proposal from 2019.*

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

*No, the proposal is not consistent with the intent of the 2040 Comprehensive Plan due to its diminished architectural standards compared to the plan approved in 2019.*

- 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;**

*Yes, the diminished architectural quality of the proposed car wash would undermine prior precedent set by City Council's 2019 approval and through various long-range plans for the area.*

**PLANNING AND DEVELOPMENT DEPARTMENT  
P&D RECOMMENDED CONDITIONS – 10202023**

**NOTE: The following conditions are provided as a guide should the City Council choose to approve the petition of this request.**

Approval of Change-in-Conditions as BG (General Business District) for an Accessory Car Wash, subject to the following enumerated conditions:

1. The car wash may only be used to serve business inventory as an accessory use.
2. The car wash shall be developed in general accordance with the submitted site plan and renderings, with changes necessary to meet conditions of zoning, requirements of the zoning ordinance and/or development regulations, and other minor adjustments as may be approved by the Director of Planning and Development.
3. The car wash shall be limited to a maximum of 1,500 square feet.
4. The Special Use Permit will be an accessory to the primary use of the property and will end should the existing primary use cease or change to another use.
5. Prior to the issuance of a Certificate of Occupancy the development of the subject property shall be in compliance with all applicable County and State regulations.



# LAWRENCEVILLE

## GEORGIA

### CHANGE IN CONDITIONS APPLICATION

APPLICANT INFORMATION	PROPERTY OWNER INFORMATION*
NAME: <u>Enterprise Leasign Company of Georgia, LLC</u>	NAME: <u>MEA Family Investments LP</u>
ADDRESS: <u>4151 Ashford Dunwoody Rd Ste 300</u>	ADDRESS: <u>4398 Lochsa Lane</u>
CITY: <u>Brookhaven</u>	CITY: <u>Suwanee</u>
STATE: <u>GA</u> ZIP: <u>30319</u>	STATE: <u>GA</u> ZIP: <u>30024</u>
CONTACT PERSON: <u>Tim Teague</u> PHONE: <u>706-968-8017</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.	
PRESENT ZONING DISTRICT(S): <u>N/A</u> REQUESTED ZONING DISTRICT: <u>N/A</u>	
PARCEL NUMBER(S): <u>R5147 152</u> ACREAGE: <u>.49</u>	
ADDRESS OF PROPERTY: <u>176 Scenic Hwy N Lawrenceville, GA</u>	

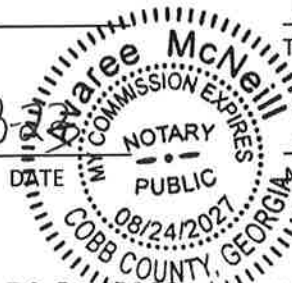
[Signature] 9/27/23  
SIGNATURE OF APPLICANT DATE

[Signature] 9/27/23  
SIGNATURE OF OWNER DATE

Tim Teague  
TYPED OR PRINTED NAME

Tim Teague - Owner Agent  
TYPED OR PRINTED NAME

Adriane McNeill 92823  
NOTARY PUBLIC DATE



Adriane McNeill 92823  
NOTARY PUBLIC DATE

70 S Clayton St • PO Box 22001 Lawrenceville, Georgia 30046-2200  
770.963.2414 • www.lawrencevillega.org



# LAWRENCEVILLE

## GEORGIA

### 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.



# LAWRENCEVILLE

## GEORGIA

### VERIFICATION OF CURRENT PAID PROPERTY TAXES FOR CHANGE IN CONDITIONS

THE UNDERSIGNED BELOW IS AUTHORIZED TO MAKE THIS APPLICATION. THE UNDERSIGNED CERTIFIES THAT ALL CITY OF LAWRENCEVILLE PROPERTY TAXES BILLED TO DATE FOR THE PARCEL LISTED BELOW HAVE BEEN PAID IN FULL TO THE TAX COMMISSIONER OF GWINNETT COUNTY, GEORGIA. IN NO CASE SHALL AN APPLICATION BE PROCESSED WITHOUT SUCH PROPERTY VERIFICATION.

**\*Note: A SEPARATE VERIFICATION FORM MUST BE COMPLETED FOR EACH TAX PARCEL INCLUDED IN THE SPECIAL USE PERMIT REQUEST.**

PARCEL I.D. NUMBER: 5th - 147 - R5147 152  
(Map Reference Number) District Land Lot Parcel

*[Signature]* 9/27/23  
Signature of Applicant Date

Tim Teague Construction and Project Manager  
Type or Print Name and Title

\*\*\*PLEASE TAKE THIS FORM TO THE TAX COMMISSIONER'S OFFICE AT THE GWINNETT JUSTICE AND ADMINISTRATION CENTER, 75 LANGLEY DRIVE, FOR THEIR APPROVAL BELOW.\*\*\*

### **TAX COMMISSIONER'S USE ONLY**

(PAYMENT OF ALL PROPERTY TAXES BILLED TO DATE FOR THE ABOVE REFERENCED PARCEL HAVE BEEN VERIFIED AS PAID CURRENT AND CONFIRMED BY THE SIGNATURE BELOW)

\_\_\_\_\_  
NAME TITLE  
\_\_\_\_\_  
DATE

October 4<sup>th</sup>, 2023

City of Lawrenceville  
ATTN: Planning Department  
70 S Clayton St.  
Lawrenceville, GA 30046

**Re: Letter of Intent to Change in Condition Application**  
176 Scenic Hwy. Lawrenceville, GA 30046

Planning Department Staff:

This applicant is seeking a Change in Condition to remodel and improve an existing car wash structures condition at 176 Scenic Hwy. Lawrenceville, GA 30046. The property is currently zoned in General Business District and the intended use is staying the same as existing.

Enterprise Rent-A-Car has been operating here since 2001, which is when the original car wash along with the back side of the building was constructed. Since that time, somewhere around 2005, an ordinance was adopted by the City of Lawrenceville that required a business who operated car washes as a conditional use to have a Special Use Permit. Enterprise applied and was granted one in 2018 with conditions of construction of an automatic car wash that would be installed inside the remodeled building envelope. During an analysis of the cost for such a project it was determined the burden on the local operators financially was too great.

Since then, the existing car wash structure has continued to deteriorate to the point of being a safety and environmental issue. We submitted plans to Gwinnett County and the City of Lawrenceville for review and approval to bring the existing car wash structure back up to safe standards and more current design. The location remains in the same space behind the building hidden from view on Scenic Hwy. We proceeded with the project after receiving stamped and approved permits. At almost full completion a stop work order was placed on the project.

Our intent is to apply for a Change in Condition from the Special Use Permit to allow us to operate the recently repaired car wash facility and repaired parking lot. We appreciate your consideration of this Change in Condition. Enterprise looks forward to better being able to safely serve the Lawrenceville community.

Sincerely,

Tim Teague   
Enterprise Leasing Company of Georgia, LLC

Property Development & Facilities



Pate Design Group, Inc.  
Architecture / Interiors

4168 Abbotts Bridge Road  
Duluth, Georgia 30097

(p) 770-814-0885  
(f) 770-814-0886

kirby@patedesigngroup.com


**ENTERPRISE  
LAWRENCEVILLE**  
ENTERPRISE WASH BAY CANOPY  
176 SCENIC HIGHWAY N.  
LAWRENCEVILLE, GA 30260  
GWINNETT COUNTY

Revisions:

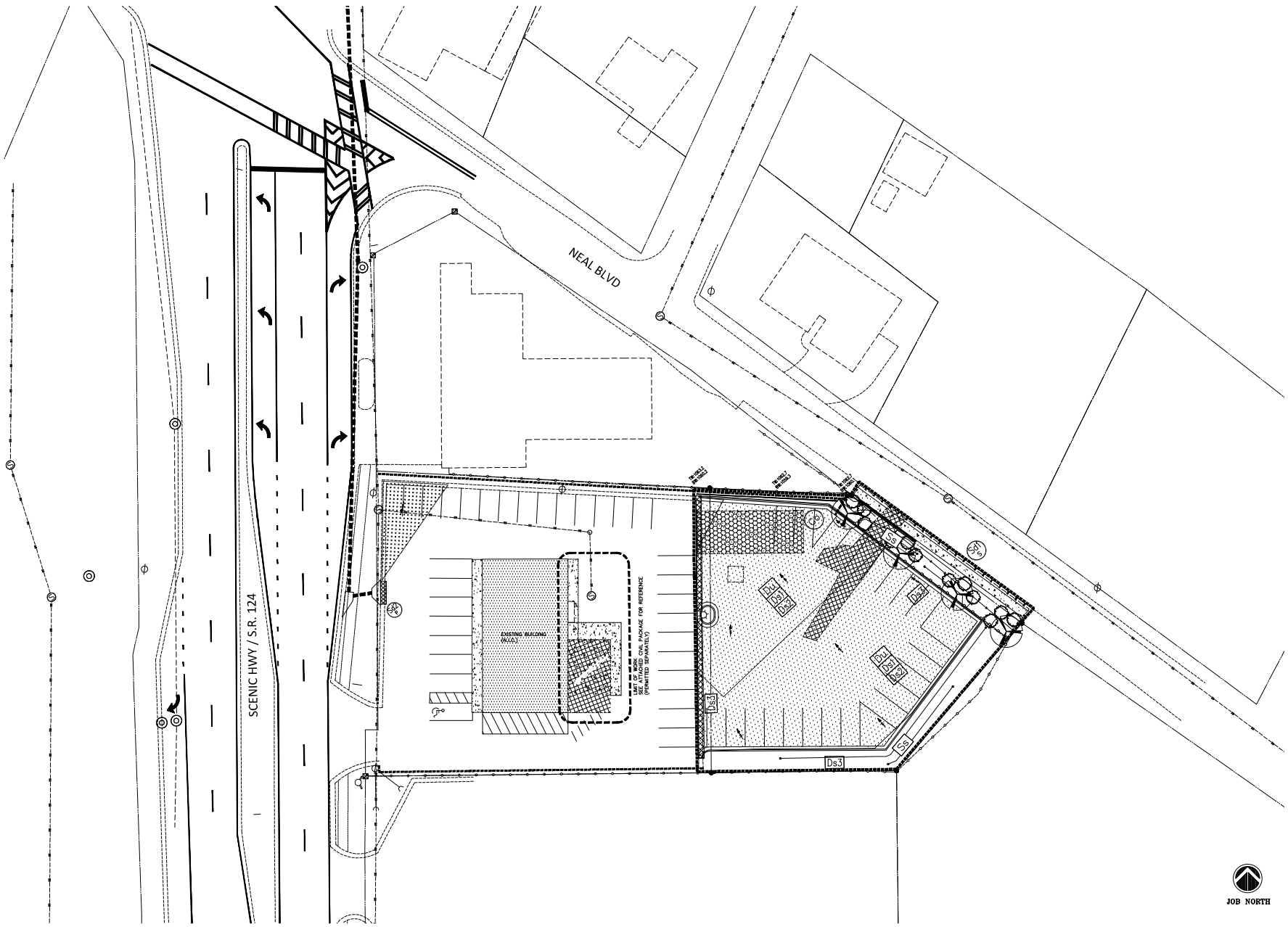
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**ARCHITECTURAL  
SITE  
PLAN**

Drawn  
TJS  
Checked  
KEP  
Contract No.  
18-17  
Scale  
NTS  
Date  
10.26.18  
Last Rev.  
11.12.18



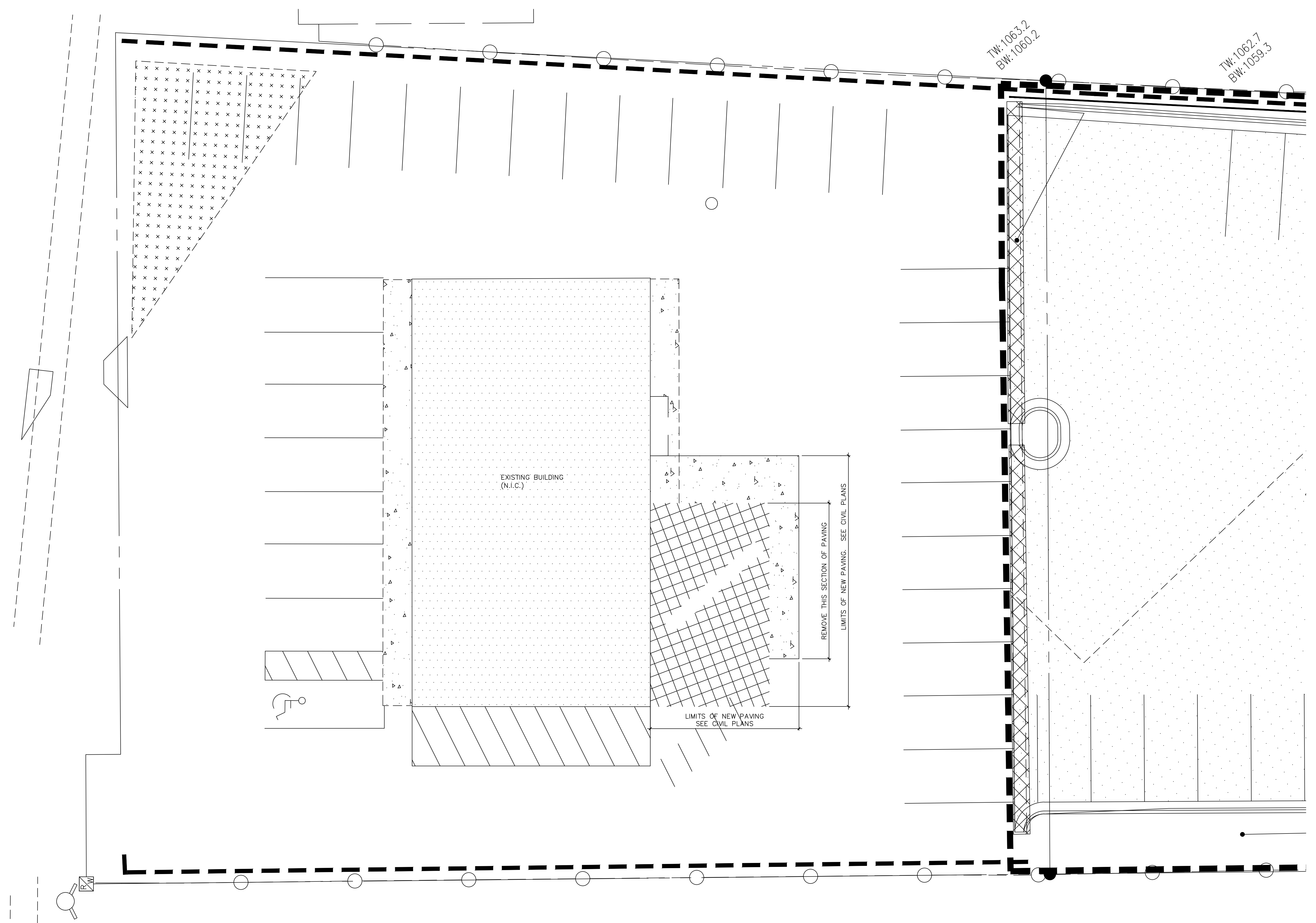
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2 of 7 sheets



THIS DRAWING IS THE PROPERTY OF PATE DESIGN GROUP AND IS NOT TO BE COPIED OR REPRODUCED IN ANY MANNER. IT IS TO BE USED ONLY FOR THE PROJECT AND THE SPECIFIC CONDITIONS SHOWN AND IS NOT TO BE USED IN ANY OTHER PROJECT. IT IS TO BE RETURNED UPON REQUEST.

RELEASED FOR CONSTRUCTION





**1 DEMO PLAN**  
SCALE: 1/8"=1'-0"



**Pate Design Group, Inc.**  
Architecture / Interiors  
4168 Abbotts Bridge Road  
Duluth, Georgia 30097  
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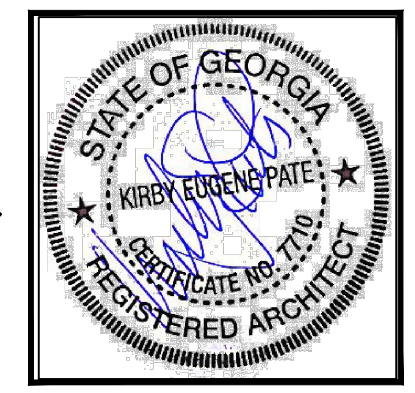
**ENTERPRISE  
LAWRENCEVILLE**  
ENTERPRISE WASH BAY CANOPY  
176 SCENIC HIGHWAY N.  
LAWRENCEVILLE, GA 30260  
GWINNETT COUNTY

**Revisions:**

No.	Date	Description

**DEMOLITION PLAN**

Drawn  
TLS  
Checked  
KEP  
Contract No.  
18-17  
Scale  
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11.12.18



**A1.1**  
3 of 7 sheets

RELEASED FOR CONSTRUCTION



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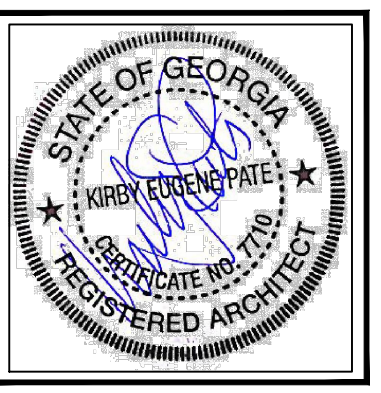
**ENTERPRISE  
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176 SCENIC HIGHWAY N.  
LAWRENCEVILLE, GA 30260  
GWINNETT COUNTY

Revisions:

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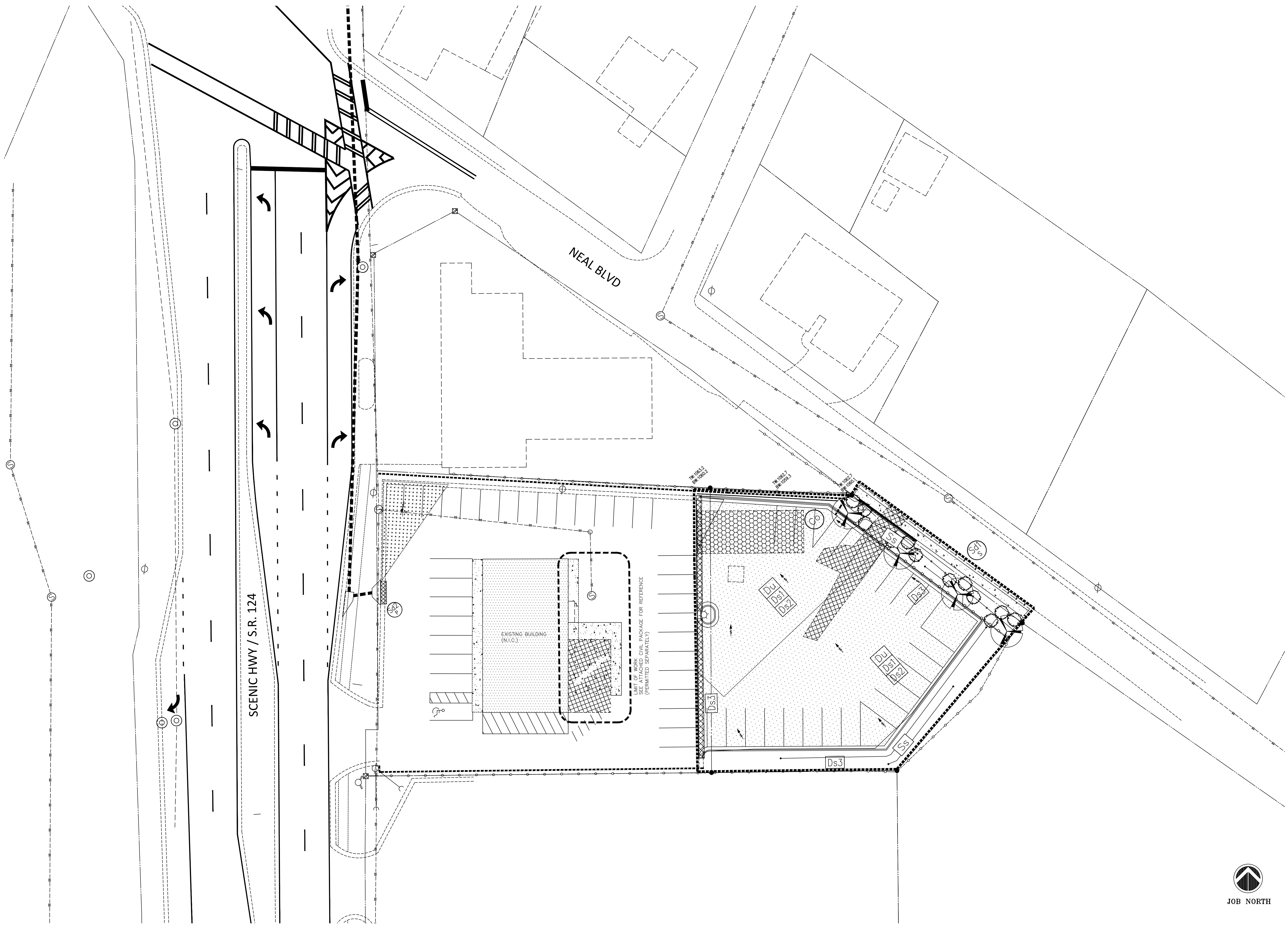
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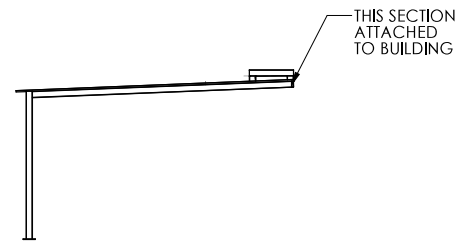
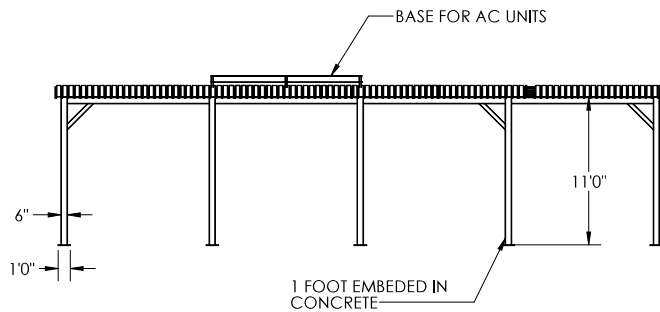
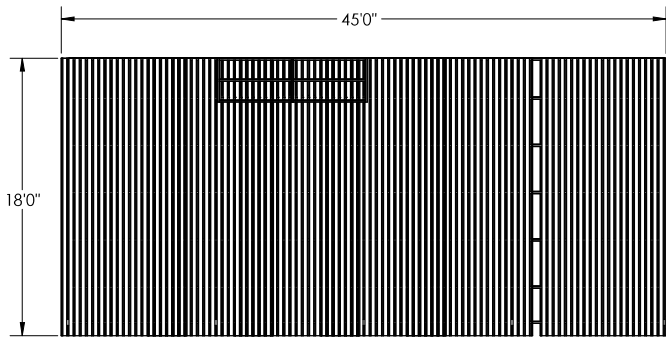
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2 of 7 sheets





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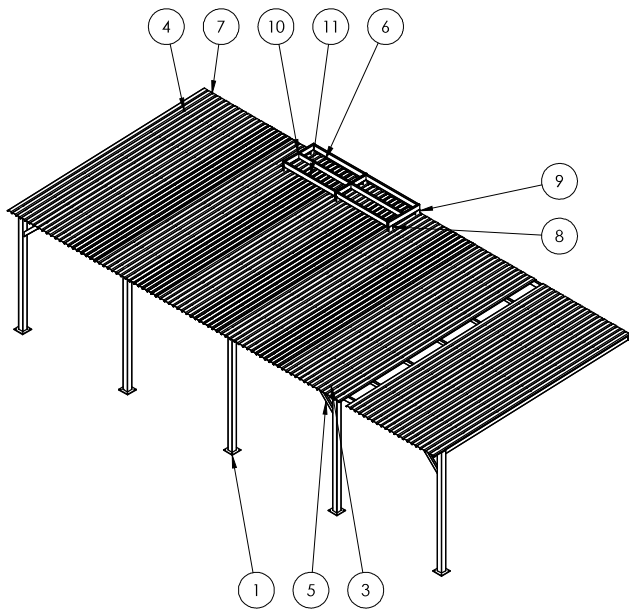
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2	CP-005-CAN	2"x6"x1/8" RECTANGULAR TUBING x 21'	5
3	CP-006-CAN	2"x6" X 1/8" RECTACGULAR TUBING X 11'-4"	4
4	CP-007-CAN	2"x4"x14 GA X 11' -4"	21
5	CP-008-CAN	2"x4"x 1/8" RECTANGLE TUBING X 36"	3
6	CP-010-CAN	ROOF	6
7	ASCC-002	2"x6"x1/8" rectangular tubing x 42'-6"	2
8	ASCC-003	2" X 6" TUBING	4
9	ASCC-004	2"x6" TUBING	4
10	ASCC-005	2"x6" TUBING	4
11	ASCC-006	2"x6" TUBING	6

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# LAWRENCEVILLE

GEORGIA

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

**File # CIC2023-00011**

**Applicant: Tim Teague**

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





# LAWRENCEVILLE

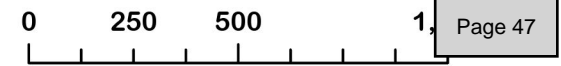
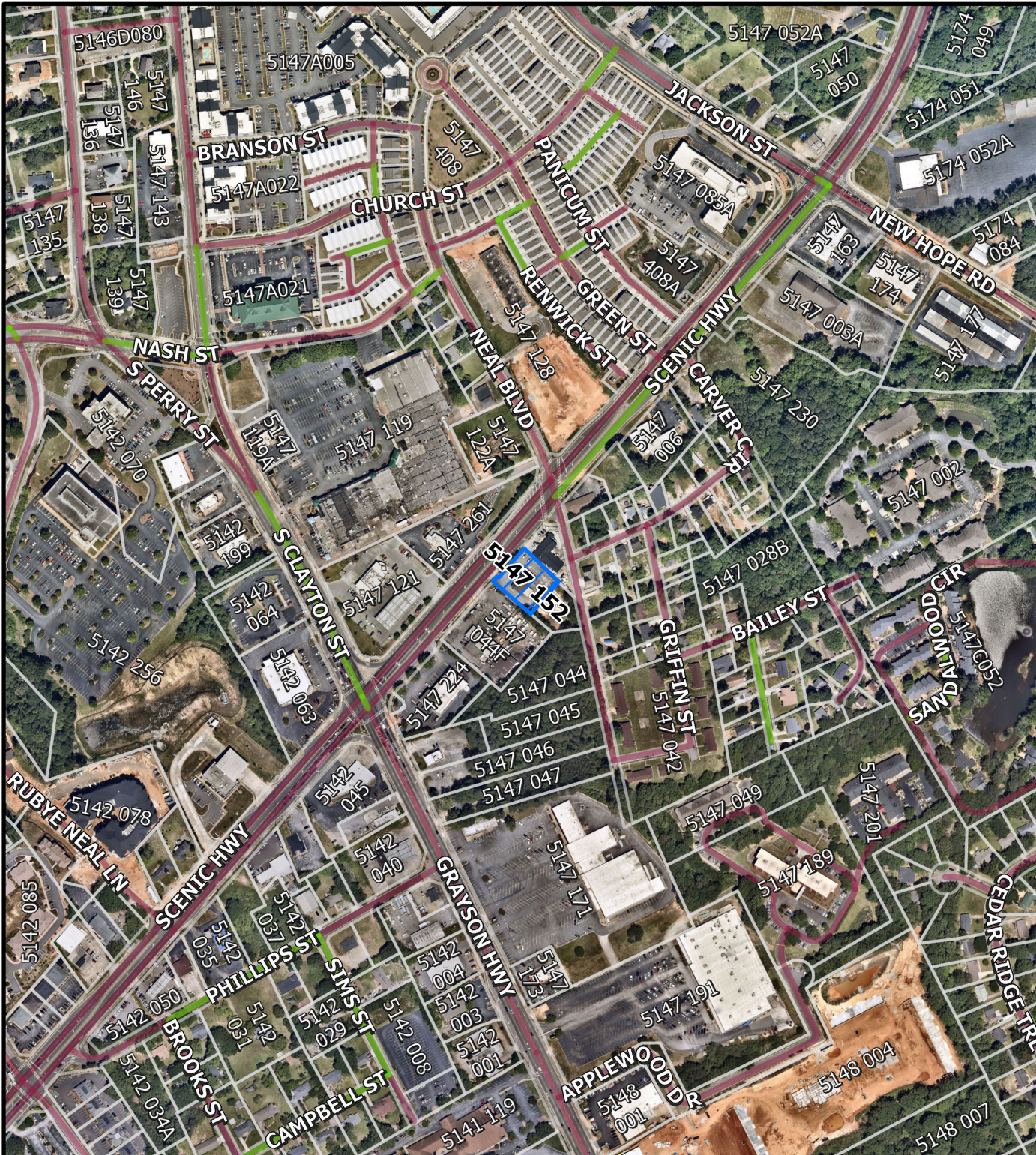
GEORGIA

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

## File # CIC2023-00011

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# LAWRENCEVILLE

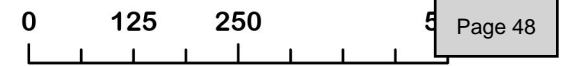
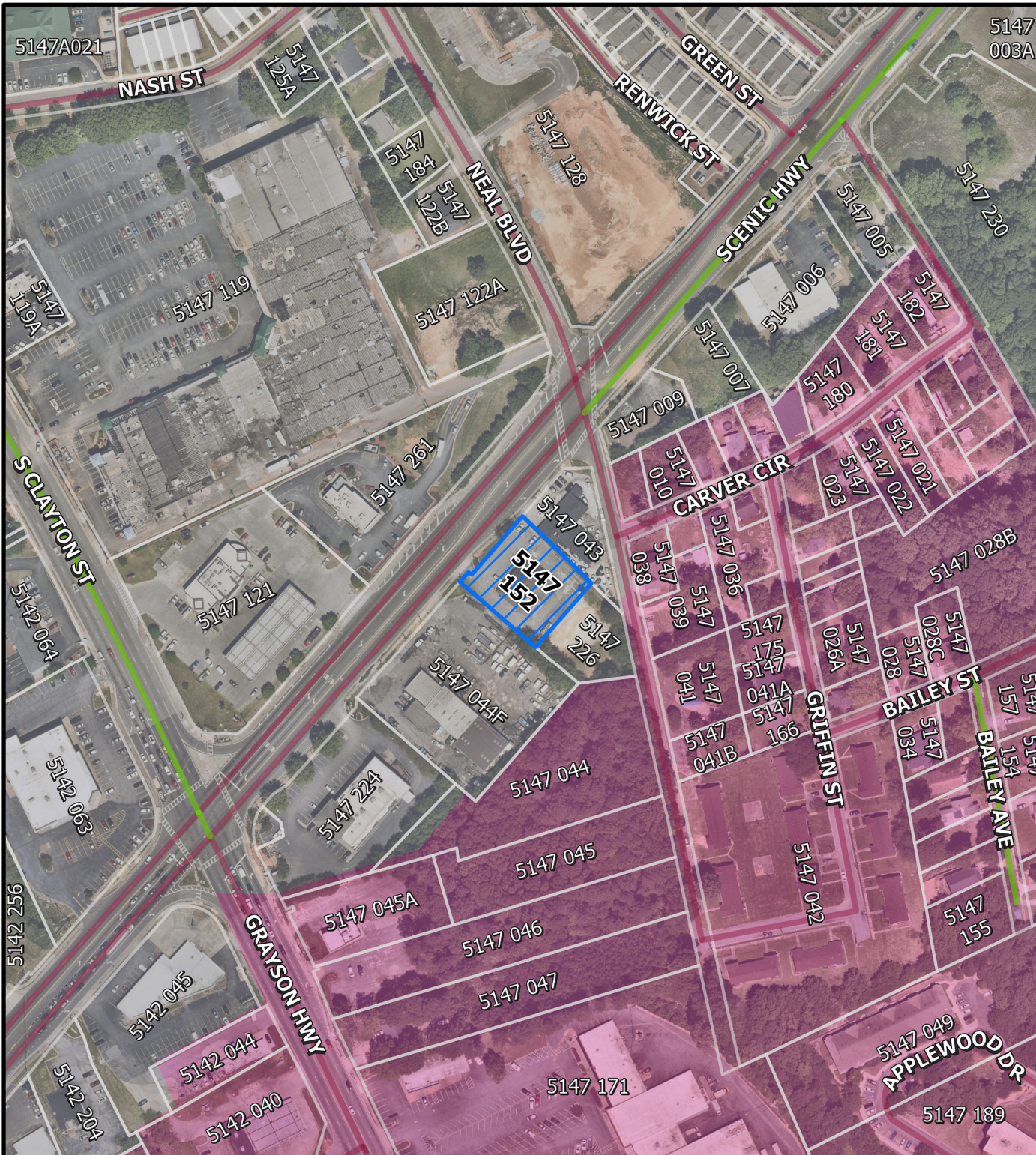
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The City of Lawrenceville  
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## File # CIC2023-00011

Applicant: Tim Teague

-  North DTL
-  Subject Property
-  Parcels
-  County Maintained Streets
-  City Maintained Streets
- Character Areas**
-  Community Mixed Use
-  Downtown

















# LAWRENCEVILLE

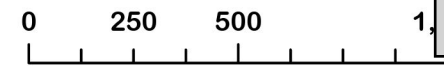
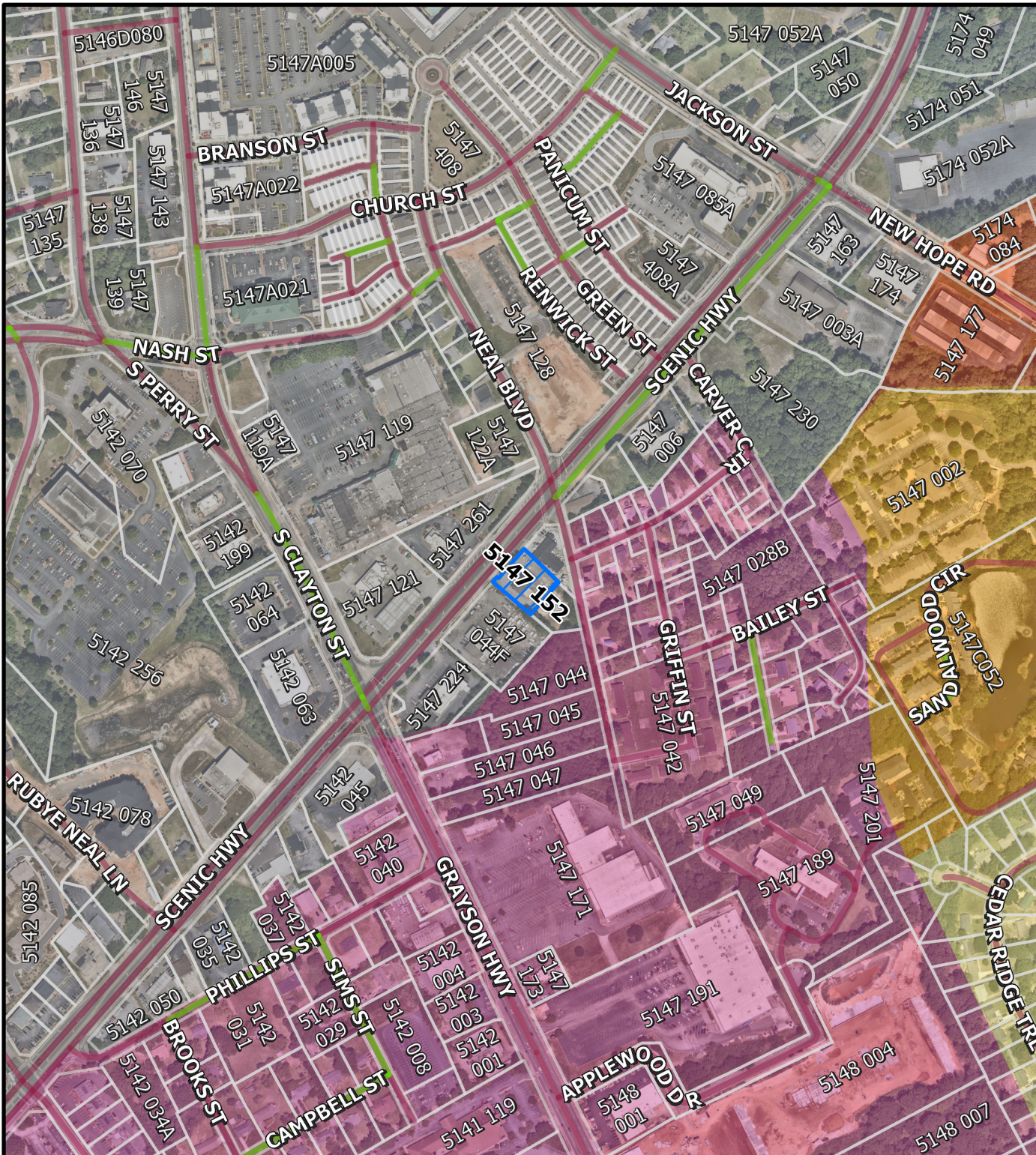
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The City of Lawrenceville  
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- Character Areas**
-  Community Mixed Use
-  Traditional Residential
-  Mixed Residential
-  Neighborhood Mixed Use
-  Downtown





# LAWRENCEVILLE

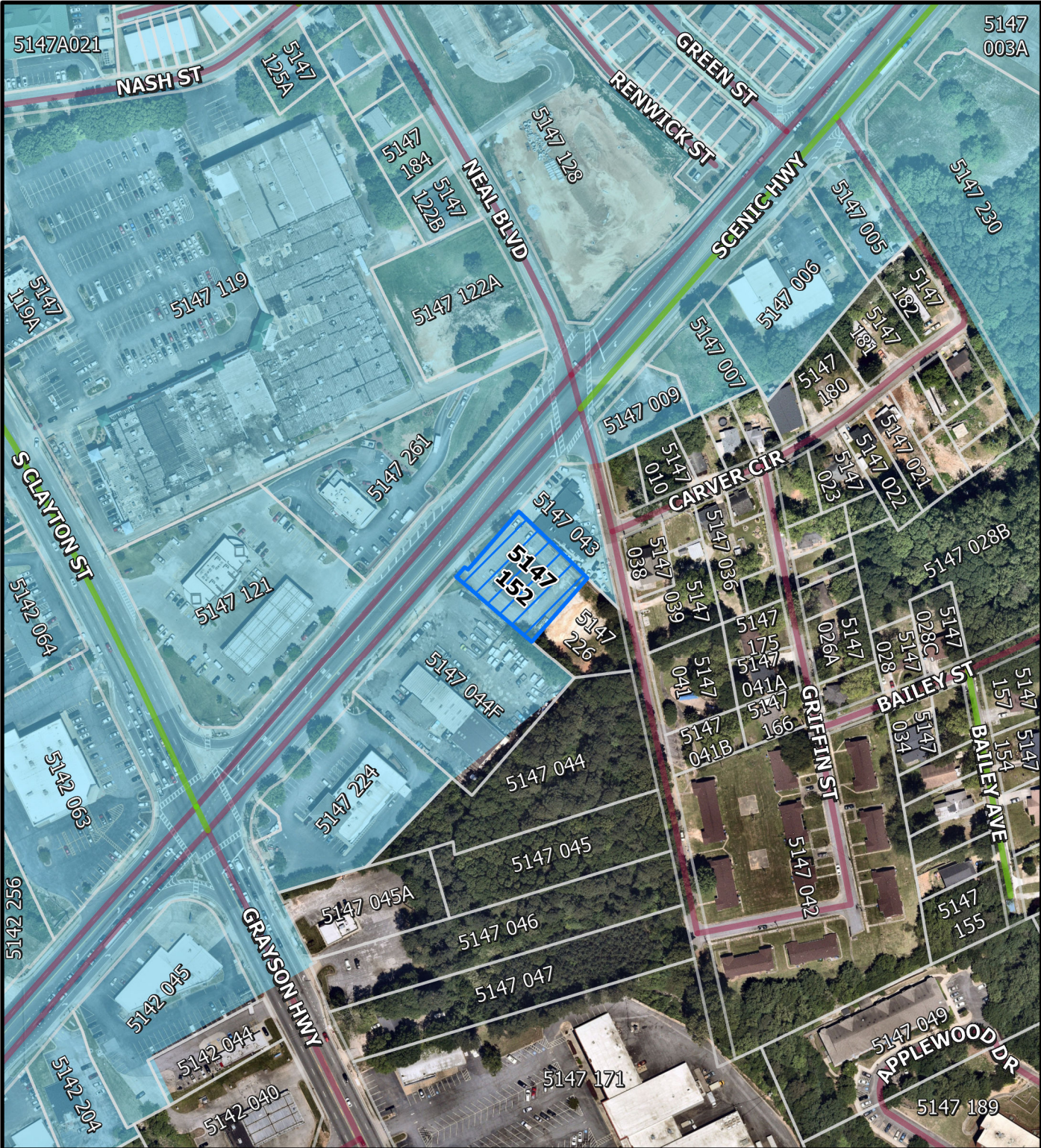
GEORGIA

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

**File # CIC2023-00011**

**Applicant: Tim Teague**

-  North DTL
-  Subject Property
-  Parcels
-  Downtown Development Authority Boundary
-  County Maintained Streets
-  City Maintained Streets






# LAWRENCEVILLE

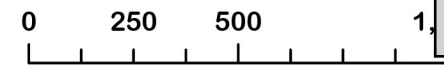
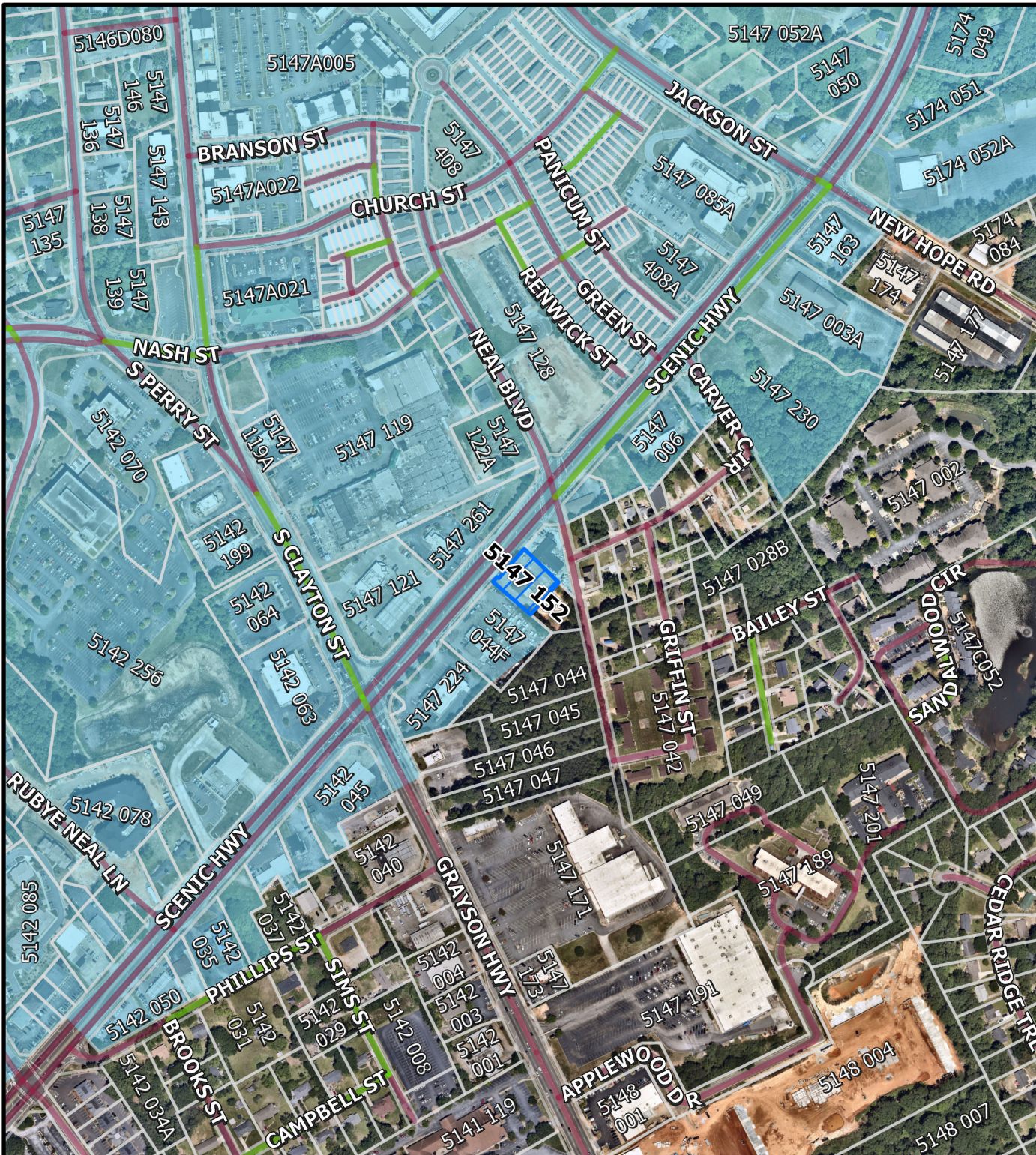
GEORGIA

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Applicant: Tim Teague

-  North DTL
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-  Downtown Development Authority Boundary
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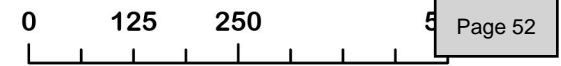
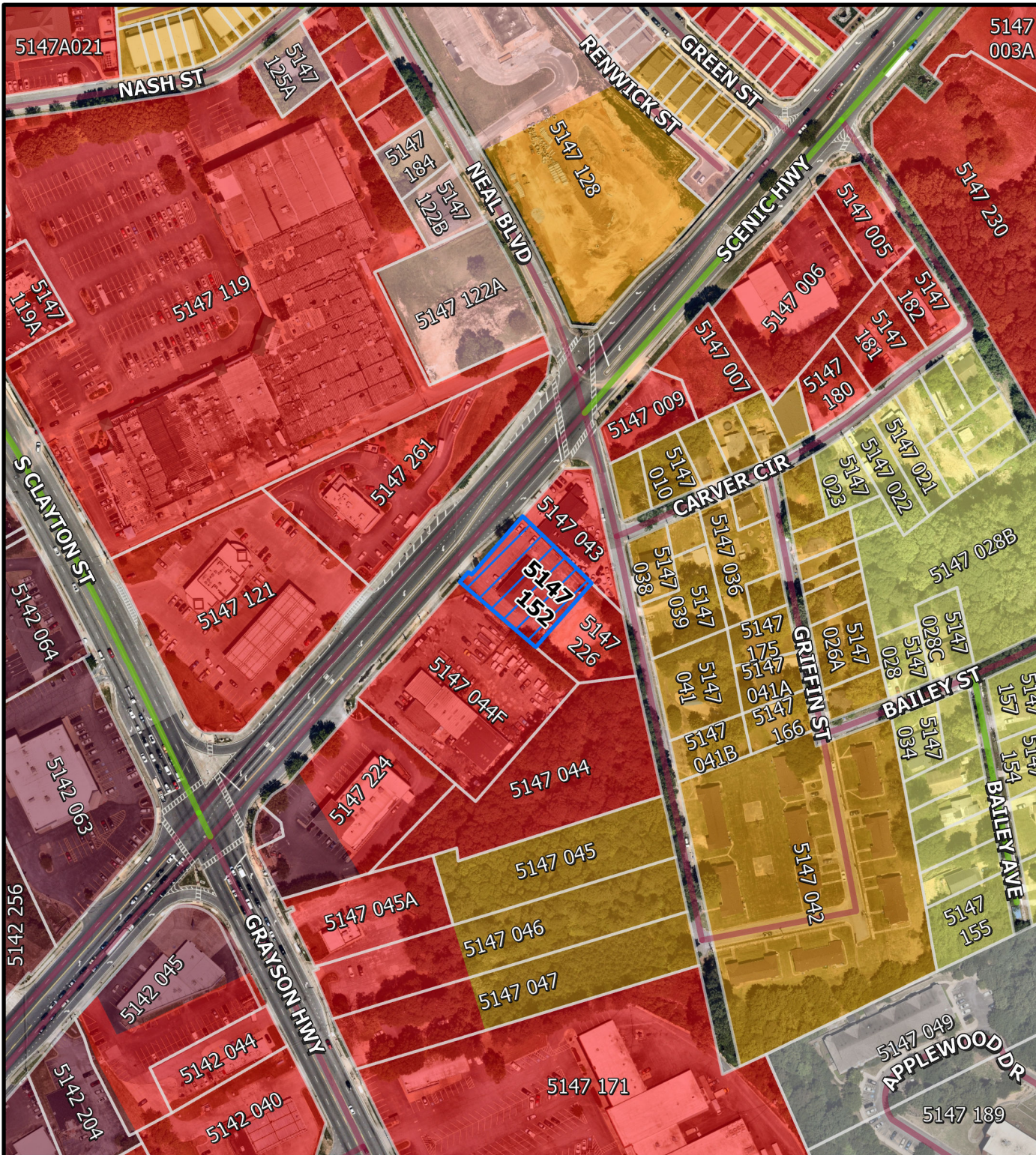
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  -  OI Office/Institutional
  -  RM-12 Multifamily Residential
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  -  RS-150 Single-Family Residential




















# LAWRENCEVILLE

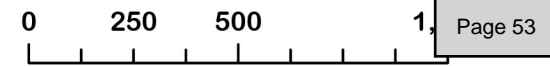
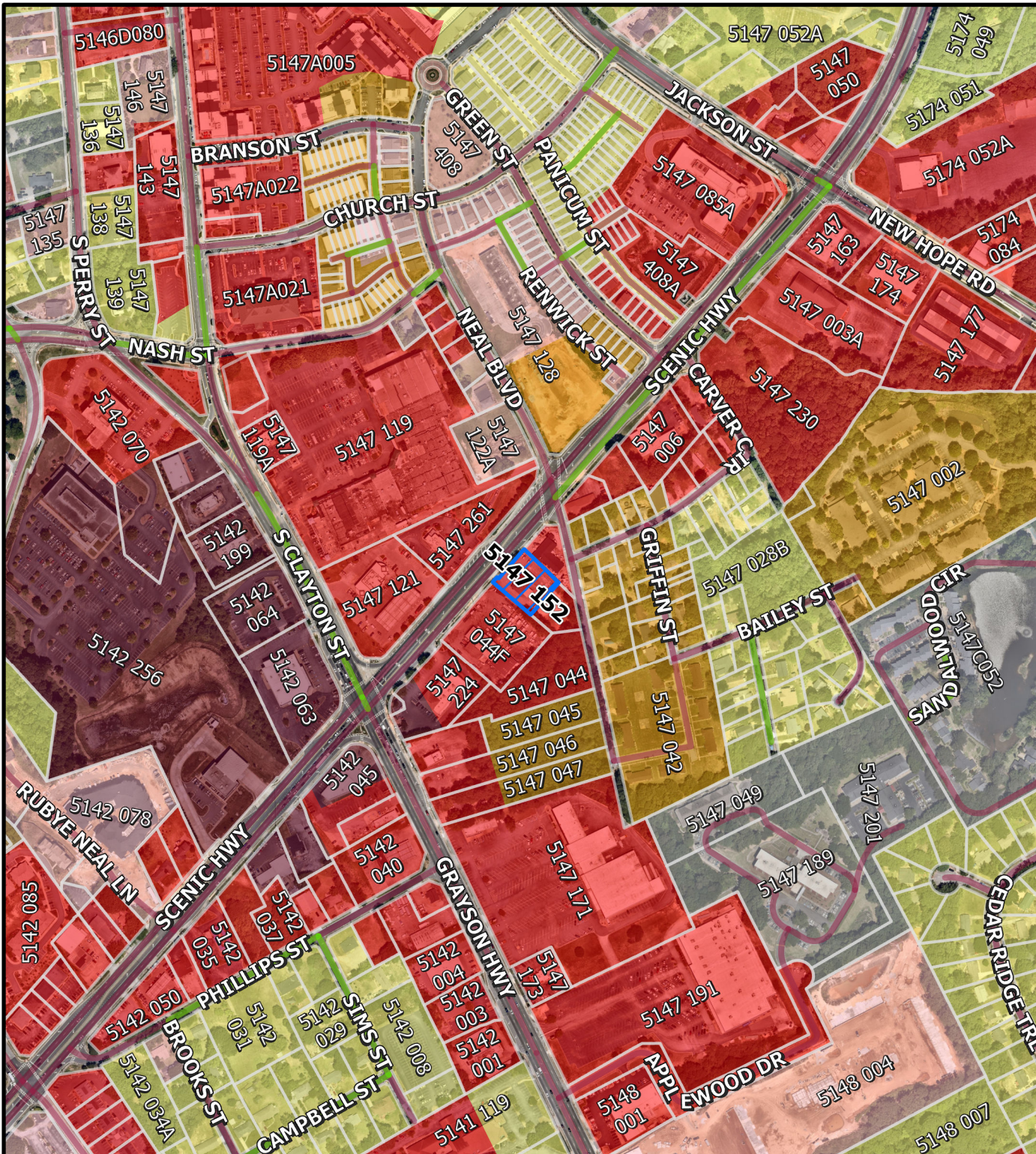
GEORGIA

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

## File # CIC2023-00011

Applicant: Tim Teague

-  North DTL
  -  Subject Property
  -  Parcels
  -  County Maintained Streets
  -  City Maintained Streets
- Zoning Districts**
-  BG General Business
  -  BGC Central General Business
  -  HSB Highway Service Business
  -  OI Office/Institutional
  -  ON Office/Neighborhood
  -  RM-12 Multifamily Residential
  -  RM-8 Townhouse Residential
  -  RM-4-C Fee Simple Condominium Residence
  -  RMHR Multifamily Residence District - High-Rise
  -  RS-150 Single-Family Residential





# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: CITY COUNCIL 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, November 15, 2023

**Applicant Request:** Review of Amendment

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

**Department Recommendation:** **Approval**

**Planning Commission Recommendation:** **Approval**

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

**Attachments/Exhibits:**

- ZON ORD\_ART 1, DIST\_ZON CLASS\_09072023

**AN ORDINANCE TO AMEND ARTICLE 1 DISTRICTS  
OF THE CITY OF LAWRENCEVILLE ZONING ORDINANCE 2020**

The City Council of the City of Lawrenceville, Georgia hereby ordains that the City of Lawrenceville Zoning Ordinance 2020 is amended as follows:

**Section 1.** That the Zoning Ordinance Article 1 Districts, is amended by inserting the following Section 102.5 RS-50 INF – Infill One-Family Residential District.

**102.5 RS-50 INF – ONE-FAMILY INFILL RESIDENTIAL DISTRICT**

**A. Purpose**

This RS-50 INF zoning district is intended for the infill development of medium-density detached one-family dwelling units within the North Downtown Lawrenceville area.

**B. Special Use Permit Required**

On-Street Parking shall require the approval of a Special Use Permit ([see Article 5 Parking, Section 509 On-Street Parking Standards](#)).

**C. Site Development Standards**

**1. Road Classification**

RS-50 INF one-family lots shall not have direct access to an external classified Freeway/Expressway, Arterial (Principal, Major, Minor), Collector (Major, Minor).

Exception: RS-50 INF one-family lot development located within the North Downtown Lawrenceville Area may be approved with direct access to an external classified Collector (Major, Minor), subject to the review and approval of a Minor Subdivision Plat consisting of a maximum of five (5) lots of record ([see City of Lawrenceville Subdivision Regulations, Article VI, Subdivision Exemptions, Section 3. Minor Subdivision](#)).

**2. Minimum External and Internal Road Frontage**

The minimum external or internal road frontage width for which the RS-50 INF zoning classification is permitted shall be fifty (50) feet.

**3. Minimum Cul-de-sac Road Frontage**

Lots within one-family, townhouse, and two-family residential zoning classifications fronting cul-de-sacs shall be required to maintain a chord distance of thirty-five (35) feet as measured along the arc of the right-of-way or utility easement unless otherwise noted within the applicable zoning classification.

**D. Minimum Architectural Standards**

Architectural Standards shall be subject to the review and approval of the Director of the Planning and Development Department (See Article 6 Architectural and Design Standards).

**E. Minimum Common Area Standards**

A minimum of twenty (20) percent of the total project acreage shall be designated as a Common Area, excluding fifty (50) percent of any 100-year floodplain or wetland areas (see Article 1, Section 102.12, Minimum Recreation Area Standards).

**F. Mandatory Homeowners Association**

A Mandatory Homeowners Association shall be required for all one-family developments (see Zoning Ordinance, Article 1 Districts, Section 102.14, Mandatory Homeowners Association).

**G. Property Development Standards**

Property in the RS-50 INF District shall be developed in accordance with the applicable site-related provisions contained in this Article, and the City of Lawrenceville Subdivision Regulations and Development Regulations.

**1. Density**

Gross density in an RS-50 INF zoning classification shall not exceed eight (8) Units Per Acre (UPA). Density shall be calculated as defined in Article 10 Definitions, Density - Gross, and Density - Net.

**2. Sewer Capacity**

Sewer Capacity Certification Request shall require the review and approval of the Gwinnett County Department of Water Resources.

**3. Dimensional Standards - Principal Structure**

**Table 102.5.G.3.A - Principal Structure**



Minimum Lot Area (sq. ft.)	Maximum Impervious Surface (sq. ft.)	Minimum Lot Width (ea.)
5,228 sq. ft.	2,614 sq. ft.	50 feet

<b>Table 102.5.G.3.B – Principal Structure<sup>a, b, c, d, &amp; e</sup></b>					
Maximum Building Height	Minimum Front Yard Setback	Minimum Rear Yard Setback	Minimum Side Yard Setback	Minimum Heated Floor Area	Minimum Heated Floor Area
35 feet	15 feet	10 feet	5 feet	2,000 sq. ft. (1 story)	2,200 sq. ft. (2 stories)

- a.** The Minimum Building Setback for exterior walls shall factor any openings, penetrations, projections, and walls associated the construction of an exterior wall (See IRC - International Residential Code, Part III, Chapter 3, Section 302 Fire-Resistant Construction)
- b.** Minimum Building Setback adjacent to an internal Local Residential Street or Private Street shall be fifteen (15) feet.
- c.** Minimum Building Setback adjacent to an internal Private Alley shall be five (5) feet.
- d.** Minimum Building Setback adjacent to an external Collector (Major, Minor) shall be fifteen (15) feet (see Section 102.5, C.1. Exception).
- e.** Minimum Building Setback adjacent to a classified Freeway/Expressway, Arterial (Principal, Major, Minor), or Collector (Major, Minor) shall be fifty (50) feet (see Section 102.5, C.1. Exception).

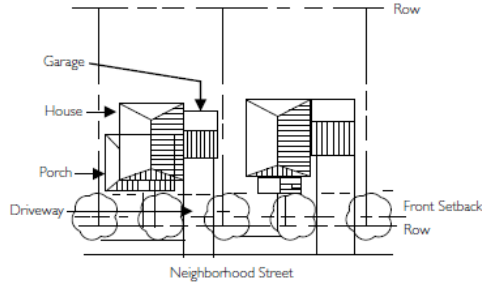
**4. Dimensional Standards – Accessory Structure**

<b>Table 102.5.G.4 – Accessory Structure</b>					
Allowance	Height	Front Yard Setback	Rear Yard Setback	Side Yard Setback	Maximum Square Footage
One Per Lot	18 feet	Prohibited	5 feet	5 feet	400 sq. ft.

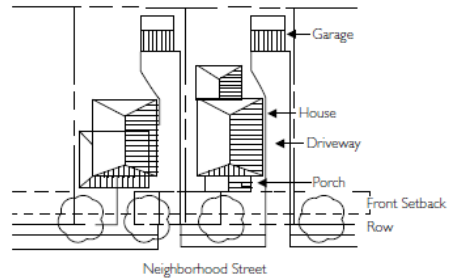
**5. Front Access Units**

Front Access Units shall be designed and constructed subject to the following rules and regulations:

**Front Access Unit - Attached**



**Front Access Unit - Detached**



- a. Front façade(s) of One-Family Detached Units shall be parallel or radial to a Local Street (Public Right-of-Way) or Private Street.
- b. Front façade(s) of One-Family Units Detached shall be constructed with a porch facing a Local Street (Public Right-of-Way) or Private Street (Utility Easement).

**6. Two-Car Garage**

- a. One-Family Detached Units shall be accessed via a driveway extended from a Local Residential Street (Public Right-of-Way) or Private Street (Utility Easement).
- b. One-Family Detached Units shall have an attached or detached two-car garage with front access as a minimum requirement.
- c. Two-car garages with front access shall be adjacent to and accessed via a driveway extended from a Local Street (Public Right-of-Way) or Private Street (Utility Easement).
- d. Two-car garages shall be a minimum of twenty (20) feet in length and twenty (20) feet in width.
- e. Two-car garage door openings shall be a minimum of sixteen (16) feet in width.
- f. Two-car garages shall not be converted into heated interior space without being replaced with another two-car garage within the building footprint of the property, subject to the terms of this Ordinance.

- g.** Two-car garage doors shall not be adjacent to, directly across, or visible from Recreational Areas.
- h.** Detached two-car garages shall be in the rear yard area only and shall be five (5) feet from rear and side yard property lines.
- i.** Attached two-car garages shall be in a side yard area only and shall be offset from the front façade a minimum of ten (10) feet.

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**Section 2.** That the Zoning Ordinance Article 1 Districts, is amended by inserting the following 102.6 RS-TH INF - Townhouse Infill Residential District and renumbering the remaining sections accordingly.

**102.6 RS-TH INF - TOWNHOUSE-FAMILY INFILL RESIDENTIAL DISTRICT**

**A. Purpose**

This RS-TH INF zoning district is intended for the infill development of medium-density townhouse-family dwelling units within the North Downtown Lawrenceville area.

Property in the RS-TH INF Townhouse-Family Infill Residential District shall be developed in accordance with the Minimum Lot Area requirement and the applicable site related provisions of the City of Lawrenceville Development Regulations.

**B. Special Use Permit Required**

On-Street Parking shall require the approval of a Special Use Permit ([see Article 5 Parking, Section 509 On-Street Parking Standards](#)).

**C. Site Development Standards**

**1. Minimum Site Area**

The Minimum Site Area for which the RS-TH INF zoning classification is permitted shall be one-half (1/2) acres. The minimum Site Area shall not be reduced by a Variance. If a property was zoned (RM-12) General Residence, 3,600 Sq. Ft. District at the time of adoption of the City of Lawrenceville Zoning Ordinance 2020 (ZON-ORD 2020-9), on May 20, 2020, and the property does not meet the Minimum Site Area then the property owner may apply for a Variance.

**2. Townhouse-Family Attached**

A townhouse-family attached dwelling unit constructed in a group of four (4) attached units, but not more than eight attached units in which each unit extends from foundation to roof. Each one-family attached townhouse dwelling unit is separated from any other dwelling unit by one or more vertical common fire-resistance-rated walls. A townhouse shall have a minimum of two (2) stories above the

centerline grade of an adjacent public right-of-way or private street (see Article 1, Section 102.12., Table 102.12.I.).

**3. Maximum Impervious Cover or Surface**

The maximum Impervious Cover or Surface area shall be eighty (80%) percent.

**D. Architectural Standards**

Architectural Standards shall be subject to the review and approval of the Director of the Planning and Development Department (See Article 6 Architectural and Design Standards).

See figures for examples:

Ex. No. 1 - Rear Entry Townhouse Dwelling Units



Ex. No. 2 - Front Entry Townhouse Dwelling Units



**E. Minimum Common Area Standards**

A minimum of twenty (20) percent of the total project acreage shall be designated as a Common Area, excluding fifty (50) percent of any 100-year floodplain or wetland areas (see [Article 1, Section 102.12, Minimum Recreation Area Standards](#)).

**F. Mandatory Homeowners Association**

A Mandatory Homeowners Association shall be required for all Single-Family developments (see [Article 1, Section 102.14, Mandatory Homeowners Association](#)).

**G. Property Development Standards<sup>1&2</sup>**

Property in the RS-TH District shall be developed in accordance with the applicable provisions contained in the City of Lawrenceville Development Regulations and Subdivision Regulations, and the following additional standards:

**1. Density**

Gross density in an RS-TH INF zoning classification shall not exceed eight (8) Units Per Acre (UPA). Density shall be calculated as defined in [Article 10 Definitions, Density - Gross, and Density - Net](#).

**2. Sewer Capacity**

Sewer Capacity Certification Request shall require the review and approval of the Gwinnett County Department of Water Resources.

**3. Dimensional Standards - Principal Structure**

<b>Table 102.6 G.3.A - Principal Structure<sup>a, b &amp; c</sup></b>					
<i>Minimum Lot Area</i>	<i>Maximum Building Height</i>	<i>Maximum Number of Stories</i>	<i>Minimum Lot/Unit Width</i>	<i>Maximum Units Per Row (UPR)</i>	<i>Minimum Units Per Row (UPR)</i>
2,400 sq. ft.	35 feet	3 Stories	24 feet	6	4

<b>Table 102.6 G.3.B - Principal Structure<sup>a</sup></b>			
<i>Minimum Front Yard Setback</i>	<i>Minimum Rear Yard Setback</i>	<i>Minimum Side Yard Setback</i>	<i>Minimum Building (UPR) Separation</i>
15 feet	20 feet	0 feet	20 feet

**a.** The minimum Building Setback adjacent to a classified Arterial (Principal, Major, Minor), shall be fifty (50) feet.

**4. Minimum Heated Floor Area - Principal Structure**

<b>Table 102.6 G.4. - Minimum Heated Floor Area</b>				
<i>Studio</i>	<i>1-bedroom</i>	<i>2-bedroom</i>	<i>3-bedroom</i>	<i>4-bedroom</i>
-	1,000 sq. ft.	1,200 sq. ft.	1,400 sq. ft.	1,600 sq. ft.

**5. Maximum % Bedroom Units - Principal Structure**

<b>Table 102.6 G.5. - Maximum % Bedroom Units</b>	
<i>Three (3) bedroom units - Forty (40%) percent</i>	<i>Four (4) bedroom units - ten (10%) percent</i>

**6. Townhouse Units - General**

- a. The front façade(s) of Townhouse Units shall be parallel or radial to a Local Residential Street (Public Right-of-Way) or Private Street (Utility Easement).
- b. Front façade(s) of Townhouse Units parallel or radial to a Public Street (Public Right-of-Way).
- c. Front façade(s) of Townhouse Units shall be staggered or offset to a minimum of two (2) feet providing architectural relief.
- d. Townhouse Units shall not have direct access to an external classified Freeway/Expressway, Arterial (Principal, Major, Minor), Collector (Major, Minor), or Local Street.
- e. Townhouse Units shall have a two-car garage as a minimum requirement. The connecting driveway of the garage shall be a minimum of twenty (feet) in length, as measured from the building footprint to an internal Public Right-of-Way or Utility Easement to accommodate two (2) additional vehicles.
- f. Two-car garage door openings shall be a minimum of sixteen (16) feet in width.
- g. Two-car Garages shall not be converted into heated interior space without being replaced with another two-car garage within the building of the property subject to the terms of this Ordinance.
- h. Garage doors may face a Recreation Area or Local Street (Public Right-of-Way) internal to the development with the approval of a Special Use Permit.

**7. Rear Entry Townhouse Units**

Rear Entry Townhouse Units (Rear Elevation) shall be adjacent to and accessed via a driveway extended from a Private Alley (Utility Easement).

**8. Front Entry Townhouse Units**

Front entry units shall be designed and constructed to include the following:



- a.** All Front Entry Townhouse Units shall be internal to the development and concealed from view from of a classified external Freeway/Expressway, Arterial (Principal, Major, Minor) Collector (Major, Minor) or Local Street Public Right-of-Way).
- b.** Front Entry Townhouse Units shall be accessed via a driveway internal to the development extended from a Local Street (Public Right-of-Way).

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**Section 3.** That the Zoning Ordinance Article 1 Districts, is amended by deleting section 102.7 RM-8 Townhouse Residential District and inserting in lieu thereof section 102.7 RS-TH Townhouse One-Family Residential District.

**102.7 RS-TH - TOWNHOUSE ONE-FAMILY RESIDENTIAL DISTRICT**

**A. Purpose**

The RS-TH Townhouse One-Family Residential District is designed to provide for one-family attached townhome development amongst compatible density and zoning.

Property in the RS-TH Townhouse Residential District shall be developed in accordance with the Minimum Lot Area requirement and the applicable site related provisions of the City of Lawrenceville Development Regulations.

**B. Lot Development Standards**

Min. Lot Area	Unit Width Min.	External Min. Front Setback	External Min. Side Setback	External Min. Rear Setback	Min. Heated Floor Area	Impervious surface Max. Lot Coverage	Max. Building Height	Min. % Com. Area
5 acres	20 ft.	25 ft.	20 ft.*	20 ft.	See table below	40%	35 ft.	20%

- 40 feet if located on Major Arterial
- This Minimum Lot Area shall not be reduced by a Variance. If property was zoned (RM-12) General Residence, 3,600 Sq. Ft. District at the time of adoption of the City of Lawrenceville Zoning Ordinance 2020 (ZON-ORD 2020-9), on May 20, 2020, and property does not meet the Minimum Lot Area then the property owner may apply for a Variance.
- Duplexes shall be prohibited.

<b>Minimum Heated Floor Area</b>				
Studio	1-bedroom	2-bedroom	3-bedroom	4-bedroom
-	1,000	1,200 sq. ft.	1,400 sq. ft.*	1,600 sq. ft.*

<b>Minimum Dwelling Unit Width</b>	
Double-car garage	20 ft.

\*Three-bedroom units shall be limited to 40% of the entire townhouse development.

\*Four-bedroom units shall be limited to 10% of the entire townhouse development.

**C. Architectural Standards**

Subject to review and approval by the Director of Planning and Development.

1. Each building shall consist of a minimum of two alternating roof types, specifically, open gable, boxed gable, dormer, hip, or flat roof lines.
2. Front, side, and rear facades shall be finished with primarily brick or stone on each elevation.
3. Elevations shall be staggered with alternating exterior treatments such as porches, balconies, awnings, chimney, stoops, decks, patios, and terraces.
4. Provide a unique architectural entrance with door surround.
5. Incorporate changes in building material texture, and color.
6. Provide elements such as shutters and roof eave brackets.
7. Refer to [Article 6, Architectural and Design Standards](#), for types of materials allowed in the district.

See figures for examples:

Ex. No. Rear Entry Townhouse Dwelling Units



Ex. No. 2 Front Entry Townhouse Dwelling Units



**D. Minimum Common Area Standards**

A minimum of twenty (20) percent of the total project acreage shall be designated as a Common Area, excluding fifty (50) percent of any 100-year floodplain or wetland areas (see Article 1, Section 102.12, Minimum Common Area Standards).

**E. Mandatory Homeowners' Association**

A Mandatory Homeowners' Association shall be required for all Single-Family developments (see Article 1, Section 102.13, Mandatory Homeowners Association).

**F. Development Standards**

The following minimum requirements shall be applied to the property:

1. All vehicles shall be parked on a subdivision lot on an approved hard surface.
2. Internal yard requirements: A 20-foot grassed or landscaped strip shall be provided between all buildings (facades/elevations) and interior private drives.
3. A minimum of three and a maximum of eight units shall be allowed in each row of townhouses.

- 4.** Private Drive shall be installed with the following dimensions:
  - a.** The street width shall be 24 feet. Two-foot curb and gutter required (dimensions are back-to-back of curbs).
  - b.** A 5-foot sidewalk is required and shall be 2 feet off of the back of the curb.
- 5.** All utilities shall be underground and shall be located within the required right-of-way.
- 6.** All townhouses must be rear entry; driveways shall have no access to exterior streets.
- 7.** Front entry units shall require the approval of an associated Special Use Permit. If approved, shall abide by the following rules and regulations:
  - a.** Front entry garages: may not be converted into heated interior space without being replaced with another garage within the building of the property subject to the terms of this Ordinance.
  - b.** Front entry units shall be setback 27 feet from required 24-foot Private Drive.
  - c.** Driveway must provide two external parking spaces (9 ft. x 20 ft.).
- 8.** Each townhome residence shall have a two-car garage as a minimum requirement.
- 9.** Rear entry garages:
  - a.** May not be converted into heated interior space without being replaced with another garage within the building of the property subject to the terms of this Ordinance.
  - b.** Require an 18-foot alley width.
  - c.** Shall be 27 feet off of required alley.
  - d.** Driveway must provide two external parking spaces (9 ft. x 20 ft.).
  - e.** Front facade shall be setback 20 feet from the required 24-foot Private Drive.
- 10.** No plumbing or heating vents shall be placed on the front side roof of any structure in this district.

- 11.** Building fronts shall be staggered to provide architectural relief.
- 12.** Sidewalks on both sides of all streets including cul-de-sacs shall be required as set forth in the subdivision regulations of the City of Lawrenceville.
- 13.** The term “pavement width of streets” as used in this Ordinance shall be defined as from the back of curb to back of curb.
- 14.** No driveway shall have access to exterior streets.
- 15.** Centralized mail kiosk shall have a minimum three-car stacking lane for every 100 units served.
- 16.** Dumpsters and recycling bins shall be screened from all units and not visible from right of way.

**G. Utility Restrictions**

- 1.** All utilities shall be located underground.
- 2.** All utilities meters shall be located along a side or rear elevation.

**H. Zoning Exhibit**

As part of the application for rezoning, an exhibit shall be submitted that includes the following information:

- 1.** A location map showing the boundaries of the property with the current zoning of the property, as well as zoning on adjacent properties.
- 2.** A plan showing applicable details, to include lots, streets and right-of-way, setback lines, dwelling sizes, off-street parking, on-street parking, street trees, sidewalks, multi-use trails, stormwater management facility areas, floodplain and wetlands, topography, and common space.
- 3.** Specifications, calculations, and applicable percentages for common area, density calculations, lot sizes, land use, gross and net acreage, dwelling units, and parking.
- 4.** Color elevations of front, sides, and rear of all typical units, including proposed building materials, building heights and any other structures.

5. Other architectural and engineering data necessary to demonstrate conformity with applicable standards of the district and with Article 6, Architectural and Design Standards.
6. Conceptual Signage Plan.

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**Section 4.** That the Zoning Ordinance Article 1 Districts, is amended by inserting the following 102.12 Minimum Common Area Standards and renumbering the remaining sections accordingly.

**102.12 MINIMUM COMMON AREA STANDARDS**

- A.** A minimum of twenty (20) percent of the total project acreage shall be designated as Common area. The minimum size for a Common Area shall be square 4,356 square feet.
- B.** Common areas shall not include any land area within undevelopable land designated or identified as a federal, state, regional, local protected area, bluff, floodplain, stream buffer or wetlands.
- C.** Common areas shall be designated on a recorded plat as a permanent recreation easement for recreational purposes, such as but not limited to parks, playgrounds, and other similar recreation uses.
- D.** Common areas shall be centrally located within a development in such a manner that at least seventy-five (75) percent of the dwelling units are within 300 feet of a common area, as measured from a building footprint.
- E.** Common areas shall consist of one (1) active recreational feature, such as a public gathering area (e.g., playground, swimming pool, tennis court or similar approved element activity center).
- F.** Common Areas shall consist of one (1) passive recreational feature, such as a public gathering area (e.g., green, park, plaza, square or similar approved recreational area).
- G.** Common Areas shall be accessible to the residents from four (4) points of entry by sidewalks.
- H.** Common areas shall be compliant with ADA requirements regulating accessibility.
- I.** 50% of the townhouses must be adjacent to or directly across the street from a common area such as a public green, park, or square. These units shall be rear entry only.
- J.** Common Areas shall consist of a mix of undisturbed natural plantings and/or formal plantings, subject to the review and approval of a Landscape, Buffer, and Tree Plan.
- K.** Provide benches, tables, seat walls, planters, play structure, and/or picnic areas/shelter.



L. Install outdoor lighting.

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**Section 5.** That the Zoning Ordinance Article 1 Districts, is amended by inserting the following 102.13 Street Network (Mixed-Use, Multifamily, One-Family, Two-Family and Townhouse Zoning Classifications and renumbering the remaining sections accordingly.

**102.13 STREET NETWORK (MIXED-USE, MULTIFAMILY, ONE-FAMILY, TWO-FAMILY AND TOWNHOUSE ZONING CLASSIFICATIONS)**

**A. Street Network**

Street Networks shall be designed based on their proximity and access to a classified Arterial, Collector, Public Street, Local Residential Street or Private Street (Utility Easement).

Street Networks shall be designed to follow the contour of the land to minimize the disturbance of the existing topography.

**1. Arterial (Principal, Major, Minor) and Collector (Major, Minor)**

Mixed-Use, Multifamily and One-Family (attached or detached) developments adjacent to or accessed via a classified Arterial Street or Collector Street shall be designed utilizing an interconnected curved street pattern (curvilinear) intended to promote vehicular connectivity. The overall design should incorporate courts, curving crescents, eyebrows, loop streets, and ovals.

**2. Public Street, Local Residential**

Mixed-Use, Multifamily and One-Family (attached or detached) developments adjacent to or accessed via an External Public Street or Internal Local Residential Street shall be designed utilizing an interconnected gridiron street pattern (grid) intended to promote pedestrian connectivity. The overall design shall discourage through-traffic by incorporating a discontinuous street pattern consisting of parallel four (4) way stop intersections, parallel street patterns and right angle intersections.

**B. Alleys**

1. Local Residential Streets, Private Streets or Private Alleys intersecting with an Arterial (Principal, Major, Minor) or Collector (Major, Minor) are subject to the approval of the City of Lawrenceville Engineering Department or the Gwinnett County Department of Transportation (as applicable).
2. Alleys shall provide a continuous connection between two streets (Public Right-of-Way) or Private Streets (Utility Easement).
3. Alleys shall be installed on a minimum four (4) inch gravel aggregate base with a minimum two (2) inch approved hard surface.
4. Alleys shall be graded to insure proper drainage.

**C. Blocks**

Blocks shall not be longer than 400 feet without an intersection with another Local Street (Public Right-of-Way), Private Street or Private Alley (Utility Easement).

**D. Cul-de-sacs**

The utilization of cul-de-sacs shall be minimized. Cul-de-sacs may be allowed due to topographical constraints (i.e., floodplain, streams, wetlands, etc.).

**E. Lot Access**

1. Lot Access shall be internal to the development.
2. Direct Lot Access to a collector or arterial roadway shall be prohibited for developments within residential zoning classifications.

**F. Mail Kiosk**

1. All developments or redevelopments shall be required to install a mail kiosk designed to the minimum standards of the *U.S. Postal Service National Delivery Planning Standards, A Guide for Builders and Developers Handbook, PO-632, July 2020*.

- 2. Mail kiosk shall have a minimum three-car stacking lane for every forty (40) units served.
- 3. Mail Kiosk shall be centrally located within a development in such a manner that at least seventy-five (75) percent of the townhomes are within 300 feet of a mail kiosk, as measured from a building footprint.

**G. On-Street Parking**

- 1. On-Street Parking shall be provided throughout the development at a ratio of two (2) parallel parking spaces per single-family unit
- 2. On-Street Parking shall be strictly limited to a Local Residential Street (Public Right-of-Way) or Private Street (Utility Easement) only.
- 3. On-Street Parking shall be prohibited along a Private Alley (Utility Easement).

**H. Public Improvements**

Common Area, Greenway Access, Sidewalks and Streets, shall be constructed in all new Mixed-Use, Multifamily and Single-Family (attached or detached) development or redevelopment along all abutting or internal streets, existing or new, private or public. Whenever a discrepancy occurs between the design and construction standards of the City of Lawrenceville Development Regulations, Subdivision Regulations, Zoning Ordinance and any state or federal regulation, then the most restrictive shall apply.

**1. Width**

A minimum five (5) foot sidewalk is required along both sides of an abutting or internal streets, existing or new, private, or public internal including cul-de-sacs. Sidewalks shall not be required along a Private Alley (Utility Easement)

**2. Setback**

Sidewalks shall be a minimum of two (2) feet off the back of curb.

**3. Cross Slope**

Sidewalks shall be constructed with a cross slope of 0.25 inch per foot. Sidewalks shall maintain this cross slope at driveway crossings or transition the sidewalk to a driveway with ramps and detectable warnings.

**4. Material**

Class “B” concrete (as defined by Georgia Department of Transportation [GDOT]) with a minimum strength of 2,200 PSI at twenty-eight (28) days.

**5. Final Stabilization**

Disturbed areas resulting from sidewalk construction shall be backfilled, stabilized, and grassed or landscaped.

**6. Georgia Department of Transportation Controlled Roads**

Sidewalks located in the right-of-way of roads under the jurisdiction of the GDOT shall be constructed in accordance with GDOT design and construction standards.

**7. Sidewalk Curb Ramp Design and Construction Standards**

Intersection radius curb ramps shall be provided at street intersections. Straight ramps may be provided at intersections of curbed driveways and at streets without sidewalks. Curb ramps shall meet the requirements of the Americans with Disabilities Act (ADA).

**8. Damage Repair**

Damage to roads, sidewalks, curbs, and ramps caused by construction or development activity shall be repaired at no cost to the City within thirty (30) days or prior to issuance of a Certificate of Occupancy, whichever is earlier.

**I. Right-of-Way, Utility Easement, Pavement, Curb & Gutter**

Right-of-way or Utility Easement for all existing and proposed Local Residential Streets, Private Streets and Private Alleys within a project shall be constructed in accordance with the minimum standards of the *City of Lawrenceville, Georgia, Subdivision Regulations, Article XI Required Improvements, Designs and Construction, Section 2., Required Improvements, Subsection 2.14 Street Design Standards.*

Local Residential Streets, Private Streets, Private Alleys, and Curb & Gutter shall be construction utilizing the minimum dimensions as shown below. Any variation from the rule shall be prohibited.

**Table 102.12.I. - Street Dimensions**

Type of Street	Right-of-Way	Utility Easement	Pavement	Curb & Gutter*
Local Residential	50 feet	NA	24 feet	6" x 24" X 12"
Private Street	NA	50 feet	24 feet	6" x 24" X 12"
Private Alley	NA	40 feet	20 feet	6" x 24" X 12"

\*Curb & Gutter – Vertical Curbing Only, Minimum Strength (3000 PSI at 28 days)

**J. Utilities**

All existing and proposed utilities located along public right-of-way or private street/utility easement, except for substations and major electric transmission lines located on separate easements, are required to be placed underground or relocated to the rear of the property so that they will be less visible from a public right-of-way.

1. All public or private utilities (e.g., cable, electric, gas, telephone, water, sewer, etc.) shall be installed underground and be located within a required Public Street (Right-of-Way), Private Street or Alley (Utility Easement)
2. All electrical, fuel gas, mechanical, plumbing appliances, or equipment (See Article 10, Definitions) shall not be visible from an adjacent Local Street (Right-of-Way), or Private Street (Utility Easement).
3. Satellite dish antennas shall be in a rear yard area only and not visible from an adjacent Public Street (Right-of-Way)
4. Vents (i.e., attic, combustion, dryer, exhaust, furnaces, intake plumbing, stacks, etc.) shall not be installed or visible from the pitch of a roof of an adjacent Public (Right-of-Way).
5. Air conditioners, furnace, heat pumps, shall be located in a rear yard area only and not visible from a Public (Right-of-Way).

**Section 6.** That the Zoning Ordinance Article 1 Districts, is amended by inserting the following 102.14 Mandatory Homeowners’ Association and renumbering the remaining sections accordingly.

**102.14 MANDATORY HOMEOWNERS’ ASSOCIATION**

**A. Mandatory Homeowners’ Association**

All AR (Agriculture Residential District), RS-180 (One-Family Residential District), RS-150 (One-Family Residential District), RS-60 (One-Family Residential District), RS-50 INF (Infill One-Family Residential District), RS-TH INF (Townhouse Infill One-Family Residential District) and RS-TH (Townhouse Residential District) developments shall require a Mandatory Homeowners Association. Mandatory compliance with the minimum standards is subject to the review and approval of the Director of the Planning and Development Department.

**1. Homeowners Association**

As part of the planning process for the development of a One-Family, Two-Family or Townhouse Dwelling development or subdivision, the developer shall propose at the time of the request for development a Homeowners Association to be attached to the development property. The Homeowners Association shall be recorded in the deed records of the Superior Court of Gwinnett County either as written restrictive covenants or on the plat for development of the subdivision.

**2. Protective Covenant**

The development shall have a mandatory community association(s) to provide maintenance for all common areas (including the maintenance of landscaping within internal rights-of-way and immediately adjacent external rights-of-way) and enforce reasonable and customary property maintenance standards through covenants on all residences within the community. The, and provide other services to be defined within the covenants, conditions, and restrictions that will be recorded with the City prior to the issuance of the first building permit. The covenants will run for 20 years and automatically renewed every 20 years unless 51% of the people owning lots in the subdivision vote to terminate the covenants as governed by O.C.G.A. 44-5-60. Subject to applicable City, local, and federal rules, laws, regulations, and rulings of courts having competent

jurisdiction over the subject property, said covenants shall include a restriction that no more than 10% of the single-family units (with an additional 5% hardship) may be leased to third parties by individual owners.

IT IS SO ORDAINED, this \_\_\_\_ day of \_\_\_\_\_, 2023.

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

Attest: \_\_\_\_\_  
City Clerk

DRAFT





# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: CITY COUNCIL 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, November 15, 2023
- Applicant Request:** Approve request
- Presented By:** Todd Hargrave, Director of Planning and Development
- Department Recommendation:** **Approval**
- Planning Commission Recommendation:** **Table to February, 2024.**

**Summary:** 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:**

- Proposed ARTICLE 6

**AN ORDINANCE TO AMEND ARTICLE 6 ARCHITECTURAL AND DESIGN STANDARDS**

**OF THE CITY OF LAWRENCEVILLE ZONING ORDINANCE 2020**

The City Council of the City of Lawrenceville, Georgia hereby ordains that the City of Lawrenceville Zoning Ordinance 2020 is amended as follows:

Section 1. That the Zoning Ordinance Article 6 Architectural and Design Standards, is amended as follows:

**Architectural and Design Standards**

**600 PURPOSE AND INTENT**

The purpose and intent of this article is to provide the minimum design standards for residential and non-residential development in the city. Specific standards listed in [Article 1 Districts](#) for specific zoning districts shall apply. The Architectural Design Standards were created to:

- Enhance the City’s historic and future role as the civic and economic center of Lawrenceville and as a symbol of Gwinnett County.
- Establish a logical framework for development.
- Improve the aesthetics of streets and built environments.
- Create an environment where people can live, work, meet and play.
- Encourage a balanced mix of retail, professional, residential, civic, entertainment, and cultural uses.
- Enhance the efficient utilization of parking facilities by encouraging shared parking and alternative modes of transportation.
- Promote pedestrian safety by ensuring sidewalk-oriented buildings along attractive street-facing facades that foster pedestrian activity and liveliness.
- Provide accessible and sufficient parking in an unobtrusive manner.
- Enhance Lawrenceville’s historic quality by ensuring that new and rehabbed buildings are compatible with the character of surrounding buildings.
- Provide safe and accessible parks and plazas.

All requests for development and building permits located within the city limits contained in this Article shall meet all of the requirements of the base zoning

district in which it is located; all conditions of rezoning or special use permit approvals; and shall also meet the requirements herein.

Building designs, architectural materials and color selection shall be subject to review and approval of the Director of Planning and Development, or designee, prior to the issuance of a Building Permit.

In any case that conditions of approval for a rezoning or special use permit are approved by the City Council and conflict with the provisions of this article, the approved conditions shall take precedence.

The following shall be submitted to the Director of Planning and Development for review and approval:

- A.** Color Elevations (front, side, and rear) and floor plans and examples exterior architectural treatments shall be required.
- B.** Site Plan (i.e., building setbacks, buffers, landscape, right-of-way, alleys, etc.).
- C.** Light Reflectance Value (LRV) Plan – quantifies the amount of light of an exterior color will reflect or absorb on an exterior wall. LRV shall be measured on a scale of 0 to 100 percent (%) or absolute black (absorbs light) to pure white (reflects light).
  - Low LRV: 0 %-40 %
  - Medium LRV: Greater than 40% - 60%
  - High LRV: Greater than 60% - 100% percent
- D.** Plans should show quality, durable materials on the exterior and interior of the home. Hardwood floors, hard surface countertops, and upgraded appliance packages are encouraged, as are sustainable materials.

The Director of Planning and Development may reject alternate proposals, which are deemed to be inconsistent with these minimum architectural and design standards. Alternate proposals rejected by the Director may be submitted for review and approval of the Board of Appeals.

**601 MINIMUM ARCHITECTURAL AND DESIGN STANDARDS**

The following standards and regulations shall apply to all zoning classifications and shall be subject to review and approval by the Director of the Planning and Development Department.

New development or construction shall maintain compatibility with surrounding buildings and community features; this may include existing materials otherwise not mentioned in this Article.

**A. Building and Structure- Materials**

Materials used for the construction of exterior walls shall comply with the provisions of the International Building Code (IBC) and International Residential Code (IRC) as applicable.

Exposed concrete blocks, retaining walls, fascia, plywood, sheet metal, soffit, etc. shall be constructed with materials designed and constructed to provide weather protection of a building or structure. Materials shall comply with the provisions of the International Building Code (IBC) and International Residential Code (IRC) as applicable.

**B. Building and Structure – Color**

It is the intent of these guidelines to establish timelessness in the color schemes incorporated in the overall design of the project relating to the exterior architectural treatments of the design of a building and structure. Color scheme shall be used to enhance the architecture of the project, not to attract to specific feature or element.

Exterior color of building and structure in all zoning classifications shall be limited as follows:

1. Shades of color consisting of a Light Reflective Value (LRV) of fifty (50) percent or greater shall be prohibited.
2. Shades of color consisting of an LRV of ten (10) percent or less shall be prohibited.
3. Primary Color shall have a LRV of fifty (50) percent or less.
4. Secondary Color (Tertiary) shall have an LRV of fifty (50) percent or less. Tertiary colors may be used in comparatively small quantities not exceeding twenty-five (25) percent of the total wall area of any façade or elevation of a building or structure.

5. Building and Structure Color shall include roof materials and colors. Roof materials and colors shall have an LRV of forty (40) percent or less.

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**602 COMMERCIAL AND NON-RESIDENTIAL BUILDINGS**

**A. Exterior Wall Design**

1. The facade, sides, and rear elevations shall incorporate materials, finish, color, style, and features compatible with the adjacent buildings on the same block.
2. The front, sides, and rear facades of buildings shall have glass, brick, and/or stone finish. Stucco/EIFS, textured concrete masonry, and/or fiber-cement board siding finish shall be allowed, not to exceed thirty (30) percent of any façade elevation. Architectural precast concrete and architectural non-ribbed metal panels with concealed fasteners may be permitted.
3. The facade, sides, and rear elevations of buildings two (2) stories or less, which are not adjacent to residentially zoned property, shall have glass, architectural precast concrete, brick and/or stone finish. Non-ribbed composite metal panels with concealed fasteners may be allowed for up to fifty (50) percent of the façade finish. Stucco/EIFS finish shall be allowed as a minor accent for components such as trim, linear design features, and/or porch gables.
4. The rear of buildings (not directly visible to streets) shall be brick, stone, stucco/EIFS finish, textured concrete masonry, architectural precast concrete, and/or fiber cement board siding finish.
5. Buildings in zoning districts that allow industrial classified buildings with industrial factory occupancies may have precast concrete or tilt-up concrete panels with textured coating finish. Concrete panels shall have a design pattern of architectural reveals and/or insets. The building facades shall incorporate a minimum of two colors.
6. Multi-tenant retail (mercantile) buildings and shopping centers shall incorporate distinct architectural entry identity for individual tenant suites exceeding 10,000 square feet of gross floor area, such as towers, portico, gables, or offset façade with change of materials.
7. Exposed neon or other types of color accent lighting shall be prohibited. Neon light graphic features or signage located on interior walls or bulkheads shall be located a minimum of eight (8) feet behind the exterior glass façade.
8. Ornamental wall-mounted sconce lights located on the building elevation adjacent to an entrance must be of non-clear translucent panels with low

wattage (not to exceed thirty (30) watts) light source and the light/wall location must be at least thirty (30) feet from the property line.

- 9.** Wall mounted electrical, mechanical, utility meters, and other utility equipment shall be screened. Screening height shall be equal to the height of the equipment. Equipment screens shall have finish, which is consistent with the finish materials of the building façade, or vegetative landscape screening shall be provided immediately in front of the equipment units.
- 10.** Ground mounted electrical, mechanical, and like utility equipment shall be screened. Screening height shall be equal to the height of the equipment. Equipment screens shall have a finish which is consistent with the finish materials of the building façade or provide vegetative landscape screening immediately around the units.
- 11.** Portable buildings shall be prohibited.

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**603 COMMUNITY MIXED-USE BUILDINGS**

Mixed-Use developments shall be designed in accordance with the rules and regulations governing this Article which requires that all requests for development and building permits located within the city limits contained in this Article shall meet all of the requirements of the base zoning district in which it is located; all conditions of rezoning or special use permit approvals; and shall also meet the requirements herein.

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**604 LIVE-WORK UNITS – STOREFRONT DESIGN**

The intent of Live-Work units is to preserve the historical character of existing commercial buildings or structures located in the Downtown Entertainment District. Live-Work units are permitted in the BGC Central General Business District as a use-by-right and CMU Community Mixed Use District.

Live-Work Units shall consist of a storefront design constructed with components consisting of awnings, bulkheads, canopies, display windows, indirect illumination, kick plates, knee walls, signage, transom sash and upper floor windows.

The following exterior architectural design standards shall be considered the minimum requirements for all Live-Work Units proposed for construction, unless otherwise indicated in the specific zoning classification or conditions of zoning:

**A. Building Height**

Building height shall be limited to three (3) stories or thirty-five (35) feet.

**B. Components**

Live-Work Units shall include the following components:

1. Expression Line/Cornice/Sign board separating non-residential use (first or main floor) from residential use (upper floors).
2. Masonry Pier or column (capital and base).
3. Transom Window
4. Display Windows intended to create storefront transparency. Seventy (70) percent is ideal.
5. Paneled Bulkhead Base or Window Base shall be a minimum of twenty-four (24) inches or two (2) feet in height.
6. Recessed Entry Door

**C. Doors and Windows**

Thirty-three (33) percent of the square footage of the wall area of each façade, side and rear elevation shall consist of doors, louvers skylights windows or other approved openings providing light and ventilation to outdoor air, excluding garage doors.

**1. Doors**

- a. All casing (trim work) shall have mitered corners.
- b. All exterior entryways shall include casing consisting of entablature (i.e., cornice, frieze, architrave) and pilasters (capital, base).

**2. Windows**

- a. All casing (trim work) shall have mitered corners.
- b. All exterior windows shall include casing consisting of entablature (i.e., cornice, frieze, architrave) and pilasters (capital, base).
- c. All windows shall be double hung.
- d. All window frames shall be recessed a minimum of two inches from the exterior façade.

**D. Elevations – Rear and Side**

The remaining balance the Live-Work Units opposite a public right-of-way shall include components of the following:

- 1. Solid surfaces or masonry walls (e.g., brick, granite, marble).
- 2. Lap Siding (Horizontal).
- 3. Board and Batten (Vertical).

**E. Façade**

- 1. Live-Work Units (first or main floor) shall consist of a high ratio of void (windows) to solid (wall) areas. Storefront Design shall be predominantly comprised of transparent surfaces (display windows) to foster pedestrian activity and accommodate retail-merchandising needs.
- 2. Building façades Live-Work Units shall be adjacent to a public right-of-way.
- 3. Building facades shall be arranged in a staggered pattern, incorporating varying building colors and materials into the overall design.
- 4. Thirty-three (33) percent of the square footage of a wall area of a first or main floor adjacent to a public right-of-way shall be constructed with transparent surfaces (i.e., doors, louvers skylights windows or other approved openings providing light and ventilation to outdoor air).
- 5. Sixty-seven (67) percent of the square footage of a wall area of an upper floor adjacent to a public right-of-way shall be constructed with solid surfaces or masonry walls (e.g., brick, granite, marble).

- 6. Brick color shall be reflective of the existing materials used in the local region (e.g., city, neighborhood, subdivision).
- 7. Coursing shall be horizontal (common or running).

Note: Exceptions to the rule shall include provisions of IBC Chapter 12 Interior Environment governing the lighting, rodent proofing, room dimensions, sound transmission, surrounding materials, temperature control, ventilation associated with the interior space of a building.

**F. Garages (as applicable)**

- 1. Garages shall be located in a rear yard area accessed via a private utility easement or via a single curb cut extended from a public right-of-way.
- 2. Garages shall be accessed via a forty (40) foot private utility easement (alley).
- 3. Garage doors shall not be visible from a public right-of-way.
- 4. Detached Garages associated with a Live-Work unit shall be located in a rear yard area.

**G. Limitations**

- 1. Live- Work Units shall be limited to the following:
- 2. The Live-Work Unit shall not be greater than 3,000 square feet in area.
- 3. The nonresidential area is permitted to be not more than fifty (50) percent of the area of each Live-Work Unit.
- 4. The nonresidential area function shall be limited to the first or main floor only of the Live-Work Unit.
- 5. Not more than five nonresidential workers or employees are allowed to occupy the nonresidential area at any one time.

**H. Means of Egress**

Except as modified by [International Building Code \(IBC\), Chapter 4](#), the means of egress components for a Live-Work Unit shall be designed in accordance with [IBC Chapter 10](#) for the function served.

**I. Mechanical Equipment**

Mechanical equipment located on a rooftop shall be concealed from view from a public right-of-way by an enclosed parapet a minimum of forty-two (42) inches height. Additional height may be necessary to properly conceal its view from a public right-of-way.

**J. Occupancy**

Live-Work Units shall be classified as a Group R-2 occupancy. Separation requirements found in IBC Sections 420 and 508 shall not apply within the Live-Work Unit where the Live-Work Unit is in compliance with IBC Section 419. Either nonresidential uses that would otherwise be classified as a Group H (High-Hazard) or S (Storage) occupancy shall not be permitted in a Live-Work Unit.

**K. Outdoor Livable Space**

1. Facades adjacent to a public right-of-way shall consist of a cantilevered balcony with security railing and inward opening Double French Doors on each additional story above street level.
2. Balconies shall provide thirty-two (32) square feet of outdoor living space.
3. Balconies may encroach into any front, rear or side yard setback a maximum depth of five (5) feet.
4. Balconies shall be a minimum of twelve (12) feet above the Finished Floor Elevation
5. Occupied roofs, such as gardens, terraces, decks, and balconies are encouraged.

**L. Parking and Loading Spaces**

Live-Work within the Downtown Entertainment District unable to meet the minimum parking requirements shall be required abide by the rules and regulations regulating the Downtown Parking program ([see Article 5 Parking](#)).

**605 MULTIFAMILY RESIDENTIAL BUILDINGS**

Multifamily Residential developments shall be designed in accordance with the rules and regulations governing the Multifamily Residential District zoning classifications.

***Double-Loaded Corridor***

A multifamily dwelling unit constructed in a group of twelve (12) attached units or more, including single-level units located in a multistory building. Each unit is accessed internally, via a double-loaded corridor; a building design in which there are apartments or other individual units on both sides of a passage corridor connecting twelve or more attached units as define in [Article 10 Definitions, Dwelling – Multifamily Residential](#).

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**606 ONE-FAMILY, TOWNHOUSE-FAMILY, AND TWO-FAMILY BUILDINGS**

The following exterior architectural design standards shall be considered the minimum requirements for all single-family attached and detached units proposed for construction, unless otherwise indicated in the specific zoning classification or conditions of zoning:

**A. Building Height**

Building Height shall be limited to three stories or 35 feet.

**B. Building Setbacks**

One-Family, Townhouse-Family, and Two-Family dwelling units shall be designed in accordance with the rules and regulations governing the specific zoning classification.

**1. Chimney Design**

- a. Chimneys shall begin at-grade and constructed with brick or stone.
- b. Chimneys shall not extend into any front, rear or side yard setback.

**2. Deck**

- a. Rear elevations shall consist of a cantilevered deck providing one-hundred-ninety (190) square feet of outdoor living space.
- b. Decks shall be accessed internally with inward opening Double French Doors on each unit.
- c. Decks may not encroach into any front, rear or side yard setback unless approved by the Board of Appeals.

**3. Doors**

- a. Thirty-three (33) percent of the wall area (square footage) of each façade and each side or rear elevation shall consist of doors, louvers skylights windows or other approved openings providing light and ventilation to outdoor air, excluding garage doors.
- b. All casing (trim work) shall have mitered corners.
  - i. Exterior front entryways shall consist of one of the following doors.
  - ii. Solid wood door with transom window (horizontal).
  - iii. Solid wood door with transom window (semi-circle).

- iv.* Solid wood door with transom window (horizontal or semi-circle) and sidelights (vertical).
- c.* All exterior entryways shall include casing consisting of entablature (i.e., cornice, frieze, architrave) and pilasters (capital, base).

**4. Façade**

- a.* Forty-five (45) percent of the façade shall consist of masonry walls constructed with brick or stone.
- b.* Brick and stone color shall be reflective of the existing materials used in the local region (i.e., city, development, neighborhood, subdivision, etc.).
- c.* Coursing shall be horizontal (common or running).

**5. Façade Accents**

- a.* Twenty-two (22) percent of the remaining balance of the façade may include accents of the following materials:
- b.* Lap Siding (Horizontal) - Accent only.
- c.* Board and Batten (Vertical) - Accent only
- d.* Wood shake- Accent only.

**6. Elevations**

The remaining balance of each elevation shall include components of the following:

- a.* Lap Siding (Horizontal).
- b.* Board and Batten (Vertical).
- c.* Wood shake.

**7. Exterior Trim Work**

- a.* Exterior Trim Work shall consist of the following:
- b.* Corner pilaster with decorative capital and base.
- c.* Mitered corner board or post.
- d.* All trim work shall have mitered corners.

**8. Foundation**

- a.** Foundations shall consist of a brick or stone water table measuring at a minimum height of thirty-six (36) inches or three (3) feet.
- b.** Water tables shall be aligned with wall framing and topped with a skirt board, drip cap.

**9. Garage**

**a. One-Family Residential**

- i.** All One-Family dwelling units shall provide a double-car garage with a minimum garage door width of sixteen (16) feet.
- ii.** Two (2) external off-street parking spaces (9 ft. x 20 ft. each) shall be required for each unit. Tandem style parking shall be prohibited.
- iii.** Each lot on which a dwelling is constructed shall have provide two-car garage as a minimum requirement.
- iv.** Garages shall not be converted into heated interior space without being replaced with another two-car garage.

**b. Townhouse-Family and Two-Family Residential**

- i.** Garages shall be located in a rear yard area accessed via a private utility easement or via a single curb cut extended from a public right-of-way.
- ii.** Garages shall be accessed via a forty (40) foot private utility easement (alley).
- iii.** Garage doors shall not be visible from a public right-of-way.
- iv.** Detached Garages associated with a Live-Work or Townhouse unit shall be located in a rear yard area.

**10. Porch - One-Family Residential**

- a.** A porch shall be installed on the façade of each dwelling unit facing a Public Right-of-Way or Private Street (as applicable).
- b.** Porches shall be a minimum of twelve (12) feet in width or thirty-three (33) percent the width of the front facade, whichever is greater. Said porch shall have a roof, balustrades, columns, and steps.
- c.** Porches shall have a minimum depth of eight (8) feet and a minimum area of one hundred (100) square feet.



- d. Porch Columns, excluding railings or pickets, shall have a minimum width of eight inches.
- e. All exterior steps adjacent to a public right-of-way shall include enclosed risers and ends.
- f. Porches adjacent to a public right-of-way or private utility easement shall not be enclosed with screen wire or glass.
- g. Entry lighting for porches shall be installed ten (10) feet above the threshold of the primary entryway to the dwelling unit.

**11. Roof Design**

**a. One-Family Residential**

- i. Flat roofs shall be prohibited.
- ii. Eaves shall extend a minimum of eighteen inches beyond exterior building walls and consist of a decorative cornice.
- iii. Roofing material must be architectural style shingles.
- iv. Standing Seam Metal roofing may be permitted if approved by the Director of the Planning and Development Department ([See Section 601.B. Building and Structures – Color](#)).

**b. Townhouse-Family and Two-Family Residential**

- i. Each row of buildings shall consist of a minimum of two alternating roof types (i.e., boxed, dormer, flat, hip, or open).
- ii. Eaves shall extend a minimum of eighteen inches beyond exterior building walls and consist of a decorative cornice.
- iii. Roofing material must be architectural style shingles.
- iv. Standing Seam Metal roofing may be permitted if approved by the Director of the Planning and Development Department ([See Section 601.B. Building and Structures – Color](#)).

**12. Stoop – Townhouse-Family and Two-Family Residential**

- a. A stoop shall be installed on the façade of each dwelling unit facing a public right-of-way or private access or utility easement.

- b.** Stoops shall be a minimum of six (6) feet in width or thirty-three (33) percent the width of the front facade, whichever is greater. Said stoop shall be constructed with brick or stone only.
- c.** Stoops shall be recessed and have a minimum depth of four (4) feet and a minimum area of twenty-four (24) square feet.
- d.** All exterior steps adjacent to a public right-of-way shall be constructed with brick or stone only.
- e.** Entry lighting for a stoop shall be installed ten (10) feet above the Finished Floor Elevation.

**13. Window - One-Family, Townhouse-Family, and Two-Family Residential**

Thirty-three (33) percent of the wall area (square footage) of each façade and each side or rear elevation shall consist of doors, louvers skylights windows or other approved openings providing light and ventilation to outdoor air, excluding garage doors.

- a.** All casing (trim work) shall have mitered corners.
- b.** All exterior windows shall include casing consisting of entablature (i.e., cornice, frieze, architrave) and pilasters (capital, base).
- c.** All windows shall be double hung.
- d.** All window frames shall be recessed a minimum of two inches from the exterior façade.
- e.** All doors and windows that operate as horizontal slides shall be prohibited.
- f.** Bay windows (i.e., box, canted, oriel, circle, etc.) or enclosed cantilevered extension may include exterior wall finishes of board and batten or lap siding.

IT IS SO ORDAINED, this \_\_\_\_ day of \_\_\_\_\_, 2023.

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

Attest: \_\_\_\_\_  
City Clerk

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# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: CITY COUNCIL 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, November 15, 2023  
**Applicant Request:** Review of Amendment  
**Presented By:** Todd Hargrave, Director of Planning and Development  
**Department Recommendation:** **Approval**  
**Planning Commission Recommendation:** **Table to February, 2024.**

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

**Attachments/Exhibits:**

- ZON ORD\_ART 10 DEF\_RDLNS\_10012023

AN ORDINANCE TO AMEND  
ARTICLE 10 DEFINITIONS, SECTION 1000  
OF THE CITY OF LAWRENCEVILLE ZONING ORDINANCE 2020

The City Council of the City of Lawrenceville, Georgia hereby ordains that the City of Lawrenceville Zoning Ordinance 2020 is amended as follows:

**Section 1.** Article 10 Definitions, Section 1000 is hereby amended by deleting the defined term **Accessory Structure** in its entirety.

**Section 2.** Article 10 Definitions, Section 1000 Article 10 Definitions, Section 1000 is hereby amended by deleting the defined term **Unbuildable Area** in its entirety, and inserting in lieu thereof in alphabetical order the following defined term:

*BUILDABLE AREA – UNBUILDABLE AREA*

The area in square feet, within a proposed subdivision which is comprised of State Waters; bodies of open water over 5,000 square feet contiguous area; or any portion of any required buffers for any of the foregoing features. Other features include existing and proposed streets and highways, private driveway area of a flag lot, easements and rights-of-way for vehicular access, drainage, and utilities. Easements and rights-of-way shall maintain a defined width.

**Section 3.** Article 10 Definitions, Section 1000 is hereby amended by deleting the defined term **Accessory Building; Accessory Structure; Attic; Awning; Basement; Building Area; Building Height; Building Official; Canopy; Carport; Façade; Garage; Gross Floor Area; Ground Coverage; Habitable Space; Stop Work Order; Story** in its entirety, and inserting in lieu thereof in alphabetical order the following defined term:

*BUILDING – ACCESSORY STRUCTURE*

A structure detached from a principal building on the same lot and customarily incidental to the principal building or use including but is not limited to detached garages, carports and utility buildings, sheds, gazebos, or barns.

*BUILDING - ATTIC*

The unfinished space between the ceiling joist of the top story and the roof rafters.

*BUILDING - AWNING*

An architectural projection that provides weather protection, identity or decoration and is partially or wholly supported by the building to which it is attached. An awning is comprised of a lightweight frame structure over which a covering is attached.

*BUILDING - BASEMENT*

That portion of a building that is partly or completely below grade. A basement is not deemed a story unless the ceiling is six (6) feet or more above the average grade. This definition includes but is not limited to cellar and crawl space.

*BUILDING - BUILDING AREA*

The area included within surrounding exterior walls, or exterior walls and fire walls, exclusive of vent shafts and courts. Areas of the building not provided with surrounding walls shall be included in the building area if such areas are included within the horizontal projection of the roof or floor above.

*BUILDING - BUILDING HEIGHT*

The vertical distance from the average grade plane to the average height of the highest roof surface.

*BUILDING - BUILDING OFFICIAL*

The officer or other designated authority charged with the administration and enforcement of the City of Lawrenceville Buildings and Building Regulations, or a duly authorized representative.

*BUILDING - CANOPY*

A permanent structure or architectural projection of rigid construction over which a covering is attached that provides weather protection, identity, or decoration. A canopy is permitted to be structurally independent or supported by attachment to a building on one or more sides.

*BUILDING - CARPORT*

A permanent, open-sided shelter for an automotive vehicle, usually formed by a roof projecting from the side of a building.

*BUILDING - FACADE*

The front of a building.

*BUILDING - GARAGE*

A permanent enclosed area primarily for parking or storing motor vehicles.

*BUILDING - GROSS FLOOR AREA (GFA)*

The total floor area is included within the surrounding exterior walls of a building. Areas of a building not provided with surrounding walls shall be included in the building area if such areas are included within the horizontal projection of the roof or floor above.

*BUILDING - GROUND COVERAGE*

The area of a zoning lot occupied by all buildings expressed as a percentage of the gross area of the zoning lot.

*BUILDING - STOP WORK ORDER*

An order to cease and desist building, development, and land disturbing that is issued by the Department of Planning and Development pursuant to the requirements of this Ordinance and Construction Codes.

*BUILDING - STORY*

That portion of a building, other than a basement, included between the surface of any floor and the surface of the floor next above, or if there is no floor above, the space between the floor and the ceiling next above. Each floor or level in a multi-story building used for parking, even if below grade, shall be classified as a story.

**Section 4. Article 10 Definitions, Section 1000 is hereby amended by inserting the defined term Building; Building - Apparatus; Building - Appliances; Building - Building Line; Building - Cooling Water; Building - Cornice; Building Corridor; Building Eave; Building Envelope; Building - Exterior-Outside Door; Building - Gable; Building - Grade Plane; Building = Principal Building; Building - Porch; Building - Structure as follows:**

*BUILDING*

Any structure used or intended for supporting or sheltering any use or occupancy.

*BUILDING - APPARATUS*

A set of materials or equipment designed for a particular use; or a group of anatomical or cytological parts functioning together; or an instrument or appliance designed for a specific operation.

*BUILDING - APPLIANCES*

A device or apparatus that is manufactured and designed to utilize energy for which the City of Lawrenceville Building and Building Regulations provides specific requirements.

*BUILDING - BUILDING LINE*

The minimum required distance between a property line and a building line. The minimum required distance shall include any openings, penetrations, projections, and walls associated with the construction of an exterior wall.

*BUILDING - COOLING WATER*

Water is used exclusively as a cooling medium in an appliance, device, or apparatus.

*BUILDING - CORNICE*

The molded and projecting horizontal member that crowns an architectural composition; a top course that crowns a wall.

*BUILDING - CORRIDOR*

An enclosed exit access component that defines and provides a path of egress travel (see Open-Ended Corridor).



*BUILDING - EAVE*

The lower border of a roof that overhangs the wall –usually used in plural.

*BUILDING - ENVELOPE*

The area of a building lot identified on a subdivision plan or plat indicating the allowed limits within which the principal structure shall be located.

*BUILDING – EXTERIOR-OUTSIDE DOOR*

A door that can be used to enter or leave a building.

*BUILDING - GABLE*

The vertical triangular end of a building from cornice or eaves to ridge.

*BUILDING - GRADE PLANE*

A reference plane representing the average of finished ground level adjoining the building at exterior walls. Where the finished ground level slopes away from the exterior walls, the reference plane shall be established by the lowest points within the area between the building and the lot line or, where the lot line is more than six (6) feet from the building, between the building and a point six (6) feet from the building.

*BUILDING - PRINCIPAL BUILDING*

A building built to fulfill the primary or predominant purpose for which a lot is occupied and/or used.

*BUILDING - PORCH*

A permanent outdoor structure, consisting of a floor surface, including stairs, when present, that is attached to a building and covered by a permanent roof.

*BUILDING - STRUCTURE*

Anything constructed or erected with a fixed location on the ground or attached to something having a fixed location on the ground.

**Section 5. Article 10 Definitions, Section 1000 is hereby amended by deleting the defined term Cluster in its entirety.**

**Section 6. Article 10 Definitions, Section 1000 is hereby amended by deleting the defined term Cluster Single-Family Development in its entirety.**

**Section 7. Article 10 Definitions, Section 1000 is hereby amended by inserting the defined terms as follows:**

*COLOR*

A phenomenon of light (such as red, brown, pink, or gray) or visual perception that enables one to differentiate otherwise identical objects; or the aspect of the appearance of objects and light sources that may be described in terms of hue, lightness, and saturation for objects and hue, brightness, and saturation for light sources; or a specific combination of hue, saturation, and lightness or brightness.

*COLOR - ACCENT COLOR*

A color used in sporadic quantities in a space, to add impact of interest.

*COLOR - LIGHT REFLECTANCE VALUE (LRV)*

The measure of the amount of visible and usable light that absorbs into or reflects from a surface. LRV shall be measured on a scale of 0 to 100 percent (%), with absolute black (0%) absorbing light to pure white (100%) reflecting light.

- Low LRV: 0% - 40%
- Medium LRV: Greater than 40% - 60%
- High LRV: Greater than 60% - 100% percent

*COLOR - PRIMARY COLOR*

Any of a set of colors from which all other colors may be derived.

*COLOR - SECONDARY COLOR*

A color formed by mixing two primary colors in equal or equivalent quantities.

*COLOR - SHADE COLOR*

A color is produced by adding black pigment or dye mixture to a pigment or dye mixture.

*COLOR - TERTIARY COLOR*

A color formed by mixing three primary colors in equal or equivalent quantities.

**Section 8. Article 10 Definitions, Section 1000 is hereby amended by deleting the defined term Common Space, Community Garden, Green, Public Spaces in its entirety, and inserting in lieu thereof in alphabetical order the following defined term:**

*COMMON AREA*

Natural or improved land that is owned in fee-simple by a public entity or property owner association and provides continuous public access.

*COMMON AREA - COMMUNITY GARDEN*

A private, public, or non-profit facility for cultivation of fruits, vegetables or ornamental plants cultivated by more than one household.

*COMMON AREA - PUBLIC SPACES*

Certain types of developed land held in perpetual common or public ownership for the collective use of multiple property owners maintained and made accessible for public use. Public spaces shall be defined as common area and regulated by this Zoning Ordinance, provided they are designed in general conformity with the applicable [Guidelines] and owned by a public entity, homeowners' association, or property owners' association. Definition shall include, but not limited to the following terms: community garden, courtyard, green, pedestrian way, plaza, pocket park or square.

**Section 9. Article 10 Definitions, Section 1000 is hereby amended by inserting the defined term Density - Gross as follows:**

*DENSITY - GROSS*

A measure determined by dividing the gross area of a tract of land by the minimum lot size specified in the underlying zoning.

**Section 10. Article 10 Definitions, Section 1000 is hereby amended by inserting the defined term Density - Net as follows:**

*DENSITY – NET*

A measure determined by dividing the gross area of a tract of land by the minimum lot size (e.g., acreage, square footage) specified in the underlying zoning, which excludes undevelopable land designated or identified as a federal, state, regional or local protected area, bluff; floodplain; slopes exceeding twenty-five (25) percent; State of Georgia twenty-five (25) foot stream buffer; water bodies; or wetlands (as applicable). Other features include easements (e.g., drainage, electric, gas, natural gas, petroleum, utilities, water); and existing and proposed streets and highways (e.g., private, public); public right-of-way or private streets with a defined width intended for vehicular access and services as defined by this Ordinance.

**Section 11. Article 10 Definitions, Section 1000 is hereby amended by deleting the defined term Department as follows:**

*DEPARTMENT*

The City of Lawrenceville of Planning and Development Department.

**Section 12. Article 10 Definitions, Section 1000 is hereby amended by inserting the defined term Design Professional as follows:**

*DESIGN PROFESSIONAL*

State of Georgia Registered Architect, Engineer, Forester, Geologist, Land Surveyor, Landscape Architect or Certified Professional in Erosion and Sediment Control (CPESC)

**Section 13. Article 10 Definitions, Section 1000 is hereby amended by inserting the defined term Developer as follows:**

*DEVELOPER*

Any person, individual, firm, partnership, association, corporation, estate, trust, or any other group or combination acting as a unit who directs the undertaking or purposes to undertake development activities as herein defined, whether the development involves the subdivision of the land for sale to individual users, the construction of buildings or other improvements on a single land ownership, or both. A developer may be the owner of a premises where the development activities occur; an occupant whether through ownership, lease, or other tenancy; a contractor, builder, or agent of the aforementioned parties; or other person having direct financial obligation or interest in the property as the result of the development activities as described herein.

**Section 14. Article 10 Definitions, Section 1000 is hereby amended by deleting the defined terms Accessory Dwelling Unit, Dwelling; Dwelling, Apartment; Dwelling, Attached; Dwelling, Duplex; Dwelling, Fourplex; Dwelling, Live-Work; Dwelling, Mobile Home; Dwelling, One-Family; Dwelling, Residential/Business, Dwelling, Single-Family, Dwelling, Townhouse, Dwelling, Two-Family; Dwelling Unit; Dwelling, Apartment Studio; Dwelling, Villa; Group Living in its entirety, and inserting in lieu thereof in alphabetical order the following defined terms:**

*DWELLING*

Any building that contains one or two dwelling units used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or that are occupied for living purposes.

*DWELLING – ACCESSORY DWELLING UNIT*

A dwelling unit sharing ownership and utility connections with a one-family dwelling or dwelling unit.

*DWELLING - DORMITORY*

A space in a building where group sleeping accommodations are provided in one room, or in a series of associated rooms, for persons not members of the same family group, under joint occupancy and single management, as in college dormitories or fraternity houses. Subject to the rules and regulations of the International Building Code (IBC).

*DWELLING - DWELLING UNIT*

A dwelling unit providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

*DWELLING - INDUSTRIALIZED HOME*

An industrialized home or modular home is a factory-fabricated transportable building consisting of units designed to be incorporated at a building site on a permanent foundation into a structure to be used for residential purposes. Subject to the rules and regulations of the International Residential Code (IRC).

*DWELLING - LIVE-WORK UNIT*

A dwelling unit and sleeping unit in which a significant portion of the space includes non-residential use that is operated by the tenant.

*DWELLING - MANUFACTURED HOME*

A structure that is transportable in one or more sections, built on a permanent chassis, designed for use with or without a permanent foundation when attached to the required utilities, and constructed to the Federal Mobile Home Construction and Safety Standards and rules and regulations promulgated by the U.S. Department of Housing and Urban Development. The term also includes mobile homes, park trailers, travel trailers and similar transportable structures.

*DWELLING – MULTIFAMILY RESIDENTIAL*

A multifamily dwelling constructed in a group of twelve attached dwelling units but not more than twenty-four attached dwelling units including single-level units located in a multistory building. Each attached dwelling unit is accessed internally, via a double-loaded corridor; a building design in which there are multifamily or other individual dwelling units on both sides of a passage corridor connecting twelve, but not more than twenty-four attached units.

*DWELLING - ONE-FAMILY RESIDENTIAL*

A one-family dwelling constructed of one detached dwelling unit, and only one detached dwelling unit, in which a detached dwelling unit extends from foundation to roof and with a yard or public way on not less than four sides. A one-family dwelling shall have at least one (1) story above the centerline grade of an adjacent public right-of-way, or private street easement.

*DWELLING – TOWNHOUSE-FAMILY RESIDENTIAL*

A one-family dwelling constructed in a group of three attached dwelling units, but not more than eight attached dwelling units in which each dwelling unit extends from foundation to roof and with a yard or public way on at least two sides. Each dwelling unit is separated from any other unit by one or more vertical common fire-resistance-rated walls. A townhouse family residential (infill) dwelling shall have at least two stories above the centerline grade of an adjacent public right-of-way, or private street easement.

*DWELLING – TOWNHOUSE-FAMILY RESIDENTIAL (INFILL)*

A one-family dwelling constructed in a group of four attached dwelling units, but not more than six attached dwelling units in which each dwelling unit extends from foundation to roof and with a yard or public way on at least two sides. Each dwelling unit is separated from any other unit by one or more vertical common fire-resistance-rated walls. A townhouse family residential (infill) dwelling shall have at least two stories above the centerline grade of an adjacent public right-of-way, or private access easement.

*DWELLING – TWO-FAMILY RESIDENTIAL*

A one-family dwelling constructed in a group of two attached dwelling units, but not more than two attached dwelling units, in which each attached dwelling unit extends from foundation to roof and with a yard of public way on not less than two sides. Each attached dwelling unit is separated from any other dwelling unit by one or more vertical common fire-resistance-rated walls. A two-family dwelling shall have at least one (1) story above the centerline grade of an adjacent public right-of-way or private street easement.

**Section 15.** **Article 10 Definitions, Section 1000 is hereby amended by deleting the defined term Enfront in its entirety.**

**Section 16.** **Article 10 Definitions, Section 1000 is hereby amended by inserting the defined term Final Plat as follows:**

*FINAL PLAT*

A finished drawing of a subdivision showing completely and accurately all legal and boundary information and certifications required by these Regulations and conforming to the Georgia Plat Act.

**Section 17.** **Article 10 Definitions, Section 1000 is hereby amended by deleting the defined term Accent Lighting; Direct Burial Ground Fixture; Direct Light; Floodlights; Fluorescent Lighting; Foot Candle; Full-Cutoff Light Fixture; Lamp, Light-Fixture; Light Pollution; Light Source; Light Trespass; Lumen; Non-Constant Lighting; Outdoor Lighting; Spotlights; Top Shielded Light Fixture; Tube Lighting in its entirety, and inserting in lieu thereof in alphabetical order the following defined term:**

*LIGHT - ACCENT LIGHTING*

The use of lighting or lighted bulbs to emphasize or draw attention to a building or portions of a building. This definition shall not include traditional landscape lighting, security lighting, or similar lighting shown on the building plans and specifications approved at the issuance of the building permit.



*LIGHT - DIRECT BURIAL GROUND FIXTURE*

An upward directed lighting assembly that is installed such that the lens or outermost portion of the fixture is flush with the grade of the ground or surrounding surface in which it is installed.

*LIGHT - DIRECT LIGHT*

Light or illumination emitted directly from a fixture's light source, including the lens and globes associated with the fixture.

*LIGHT - FLOODLIGHTS*

Fixtures that project light in a broad, directed beam, typically of two lamp types: Simple lamps where the supporting optic elements are part of the fixture casement, having wide beam angles up to 110 degrees; or sealed-beam lamps with internal parabolic reflectors, having narrower beam-spread angles of 25 to 55 degrees.

*LIGHT - FLUORESCENT LIGHTING*

A lamp that produces visible light by fluorescence, especially a glass tube whose inner wall is coated with a material that fluoresces when an electrical current causes a vapor within the tube to discharge electrons.

*LIGHT - FOOT-CANDLE*

Measure of illumination equivalent to one lumen produced uniformly on a surface of one square foot, as measured by a light meter.

*LIGHT - FULL-CUTOFF LIGHT FIXTURE*

The class of lighting fixture is defined by the Illuminating Engineering Society of North America (IESNA) according to technical photometric criteria. Included among those design criteria is a pattern of light distribution which does not permit any light to project at or above the horizontal plane from the lowest light-emitting point of the lighting fixture either dispersed directly from the lamp source or an integrated diffusing element, or indirectly from an integrated reflector surface, refractive lens, or refractive globe. These fixtures are also often referred to as "horizontally cutoff fixtures".

*LIGHT - LAMP*

Component, tube, or bulb of a lighting fixture that produces the light. Multiple lamps within a single fixture are lumen-rated cumulatively as if a single lamp.

*LIGHT - LIGHT FIXTURE*

Complete lighting assembly consisting of a lamp or lamps, together with the parts designed to power, position, house, and protect the lamp; and other parts (such as a lens, reflector, or globe) which function together with the lamp as a light source to emit, control, direct, and disperse light. Not included is the support assembly (pole, arm, or mounting bracket) to which the lighting unit is attached. If multiple lighting units are attached to a common support assembly, each unit shall be considered to be an individual lighting fixture. A fixture with multiple lamps comprises only a single fixture.

*LIGHT - LIGHT POLLUTION*

A general expression for any and all uncontained light; both directed and reflected, that increases ambient light.

*LIGHT - LIGHT SOURCE*

The point of origin from which illumination emanates, usually a lamp.

*LIGHT - LIGHT TRESPASS*

Intrusion of direct light projected from one property or roadway onto another property or roadway.

*LIGHT - LUMEN*

Unit of illumination measuring the rate at which a lamp emits light where one lumen per square foot is one foot-candle.

*LIGHT - OUTDOOR LIGHTING*

Illumination of an exterior area. Included are open-air spaces which are under a roof or other cover and not fully enclosed, such as a canopy, pavilion, drive-through bay, or parking deck.

*LIGHT - SPOTLIGHTS*

Fixtures that project light in a narrow beam, contained and centered on a directional axis. Related lamps typically are sealed-beam with internal parabolic reflectors and beam-spread angles of 9 to 15 degrees.

*LIGHT - TOP-SHIELDED LIGHT FIXTURE*

A lighting fixture that, either by its top-most shielding or by its sheltered placement under a soffit, cornice, roof, canopy, or other structural element, limits light at or above the horizontal plane.

*LIGHT - TUBE LIGHTING*

Gas-filled glass tube that becomes luminescent in a color characteristic of the gas used, such as neon, argon, krypton, etc. Excluded from this lighting class are common fluorescent tubes.

**Section 18. Article 10 Definitions, Section 1000 is hereby amended by deleting the defined term Limited Use in its entirety.**

**Section 19. Article 10 Definitions, Section 1000 is hereby amended by deleting the defined term Lot, Corner, Flag Lot; Frontage Interior Lot; Lot Depth; Lot Frontage; Lot Line; Lot, Panhandle; Lot Width; Lot of Record; Manufactured Home Lot; Premises; Parcel; Zoning Lot in its entirety, and inserting in lieu thereof in alphabetical order the following defined term:**

*LOT - ADJACENT LOT*

Two or more lots joined by a common boundary line or point. This definition shall include, but not limited to abutting lot.

*LOT - AREA*

The total horizontal area within the lot lines of a lot.

*LOT - BUILDABLE LOT*

The smallest lot area established by the City of Lawrenceville or the Environmental Health Department on which a use or building may be located in a particular district.

*LOT - CORNER LOT*

A lot situated at the intersection of two (2) streets or bounded on two or more adjacent sides by street right-of-way lines.

*LOT - FLAG LOT*

A lot, the major portion of which is provided access to a public right-of-way by means of a narrow strip of land called the "staff." The staff shall have a minimum lot width and road frontage of not less than forty (40) feet. The staff portion of a flag lot shall not be used in computing lot size for zoning and building purposes.

*LOT - GROUND COVERAGE*

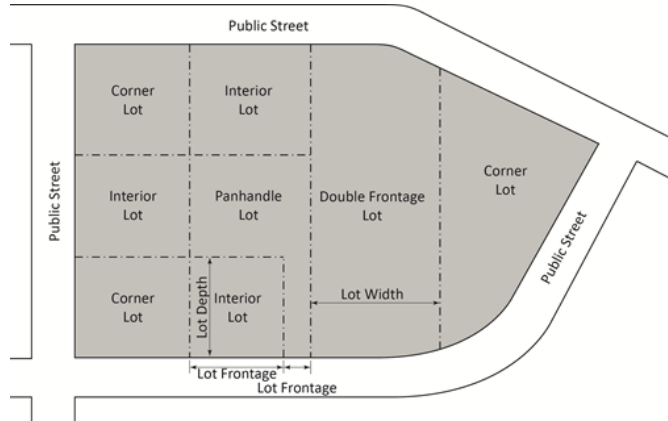
The area of a zoning lot occupied by all buildings expressed as a percentage of the gross area of the zoning lot.

*LOT - INTERIOR LOT*

A lot other than a corner lot.

*LOT - LOT DEPTH*

The distance between midpoints of straight lines connecting the foremost points of the side lot lines in front and the rearmost points of the side lot lines in the rear.



*LOT - LOT LINE*

A boundary of a lot. Lot line is synonymous with property line.

*LOT - LOT WIDTH*

The distance measured in linear feet between side lot lines measured at the rear of the required building – front yard setback as measured at a line parallel with a line tangent to the street right-of-way.

*LOT - LOT OF RECORD*

Land designated as a separate and distinct parcel in a subdivision, the plat of which has been recorded in the office of the Clerk of the Superior Court of Gwinnett County, or a parcel of land, the deed to which was recorded in said office prior to the adoption of this Ordinance.

*LOT - MANUFACTURED HOME LOT*

A parcel of land for the exclusive use of the occupants of a single manufactured home.

*LOT - PARCEL*

A designated lot, tract, or area of land established by plat, subdivision, or as otherwise permitted by law, to be separately owned, used, developed, or built upon.

*LOT - PREMISES*

A designed parcel, tract, lot, or area of land, together with improvements located thereon, if any, established by plat, subdivision, or as otherwise permitted by law, to be used, developed, or built upon as a unit.

*LOT - ROAD FRONTAGE*

The distance measured in linear feet between the property corners located adjacent to same public right-of-way or private drive as measured at a line parallel with a line tangent to the street right-of-way or private access easement.

*LOT - SITE*

Any lot, plot, parcel, or tract of land.

*LOT - THROUGH LOT*

A lot, other than a corner lot, which fronts on two streets that are parallel to each other. This definition shall include but is not limited to Double Frontage Lot.

*LOT - ZONING LOT*

A single tract of land, located within a single block which, at the time of filing for a building permit or a certificate of occupancy, is designated by the owner or developer as a tract to be used, developed, or built upon as a unit, under single or unified ownership or control, and assigned to the particular use, building or structure, for which the building permit or certificate of occupancy is issued and including such area of land as may be required by the provisions of this Ordinance for such use, building or structure.

**Section 20. Article 10 Definitions, Section 1000 is hereby amended by deleting the defined term Sign - Billboard; Sign - Surface Area in its entirety, and inserting in lieu thereof in alphabetical order the following defined terms:**

*SIGN - BILLBOARD*

Any structure or portion thereof situated on private premises on which lettered, figured, or pictorial matter is displayed for advertising purposes exceeding two hundred (200) square feet in area, except for the name and occupation of the user of the premises; the nature of the business conducted on the premises; or the products sold or manufactured on the premises.

*SIGN – SIGN SURFACE DISPLAY AREA*

The entire area within a continuous perimeter, enclosing the extreme limits of sign surface display area, including any frame or border, but excluding any supports. Curved, spherical, or any other shaped sign face shall be computed based on actual sign surface display area. The copy of signs composed of individual letters, numerals, or other devices shall be the sum of the area of the smallest rectangle or other geometric figure encompassing each of said letters or devices as well as spaces between each letter, words, lines, or device. The sign surface display area calculation for a double-faced sign shall be the area of one (1) sign surface display area only where the sign surface display areas are parallel or whether the interior angle formed by the sign surface display areas sixty (60) degrees or less. The area of the larger sign surface display area shall be computed in cases in which the two (2) sides do not coincide. This definition shall include, but not limited to double-faced signs.

**Section 21. Article 10 Definitions, Section 1000 is hereby amended by inserting the defined term Sign – Display Panel; Sign - Electronic Message Center (EMC); Sign – EMC Ground Sign; Sign – Light-Emitting Diode (LED) Sign Illumination System; Sign – Wall Sign as follows:**

*SIGN – DISPLAY PANEL*

The entire area outside of continuous perimeter, enclosing the extreme limits of Sign Surface Display Area, including any frame or border but excluding any supports. Curved, spherical, or any other shaped sign face shall be computed based on actual sign surface display area.

*SIGN - ELECTRONIC MESSAGE CENTER (EMC)*

A computer programmable sign capable of displaying figures, picture images, symbols or words that can be altered or rearranged on-site or by remote means without altering the Sign Surface Display Area. This shall include but is not limited to Sign - LED Sign Illumination System, and similar terms and words.

*SIGN – EMC GROUND SIGN*

An independent permanent structure, attached to the ground with a solid supporting base, consisting of a computer programmable sign capable of displaying figures, picture images, symbols or words that can be altered or

rearranged on-site or by remote means without altering the Sign Surface Display Area. This definition shall not include a Ground Sign – Commercial, Industrial or Office or Ground Sign - Residential Subdivision Sign.

*SIGN – LIGHT-EMITTING DIODE (LED) SIGN ILLUMINATION SYSTEM*

Any sign which utilizes a complete lighting system for use in signs consisting of light-emitting diode (LED) light sources, power supplies, wire, and connectors to complete the installation. This shall include, but not limited to Sign – Electronic Message Center (EMC).

*SIGN – WALL SIGN*

Any sign painted on or attached to a wall of a building or structure and in the same plane as the wall.

**Section 22. Article 10 Definitions, Section 1000 is hereby amended by deleting the defined term Accessory Use; Principal Permitted Use in its entirety, and inserting in lieu thereof in alphabetical order the following defined term:**

*USE – ACCESSORY USE*

The use of land or of a building or portion thereof customarily incidental and subordinate to the principal use of the land or building and located on the same lot with such principal use.

*USE - PRINCIPAL PERMITTED USE*

The primary use of a lot which is among the uses allowed as a matter of right under the zoning classifications.

**Section 23. Article 10 Definitions, Section 1000 is hereby amended by deleting the defined term Appeal in its entirety, and inserting in lieu thereof in alphabetical order the following defined terms:**

*ZONING – ZONING APPEAL*

A request for a review by a superior authority of an interpretation of any provision of the City of Lawrenceville Zoning Ordinance or a request for a variance.

IT IS SO ORDAINED, this \_\_\_\_ day of \_\_\_\_\_, 2023.

-----  
Mayor David R. Still

Attest: -----  
City Clerk





# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: CITY COUNCIL WORK SESSION  
AGENDA CATEGORY: NEW BUSINESS

- Item:** Lawrenceville Arts Commission Project Update – Crogan Street Mural
- Department:** Community and Economic Development
- Date of Meeting:** Wednesday, November 15, 2023
- Fiscal Impact:** \$0
- Presented By:** Jasmine Billings, Community & Economic Development Director, and  
Aura Leigh, Arts Commission Chair
- Action Requested:** Update on the Crogan Street Mural

**Summary:** The Lawrenceville Arts Commission, established in October 2020, recently voted to recommend the approval of the Crogan Street Mural design along the side of McCray’s Tavern. The design will be presented to the Mayor and Council Members as an update on the progress of the mural.

**Attachments/Exhibits:**  
Leah Abucayan Mural Design

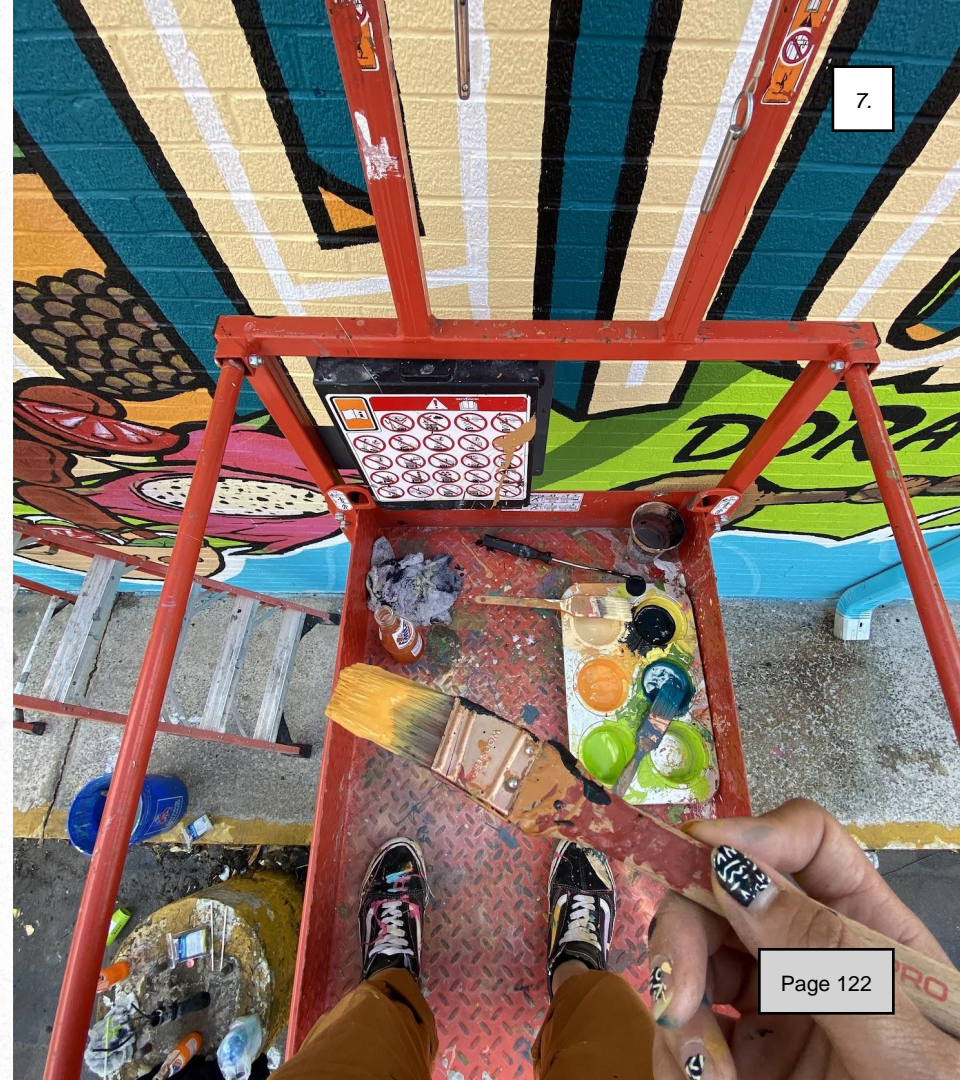


LAWRENCEVILLE *arts*  
**COMMISSION**  
WHERE ART IS A WAY OF LIFE

# LEAH ABUCAYAN

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## MURAL PROPOSAL



7.

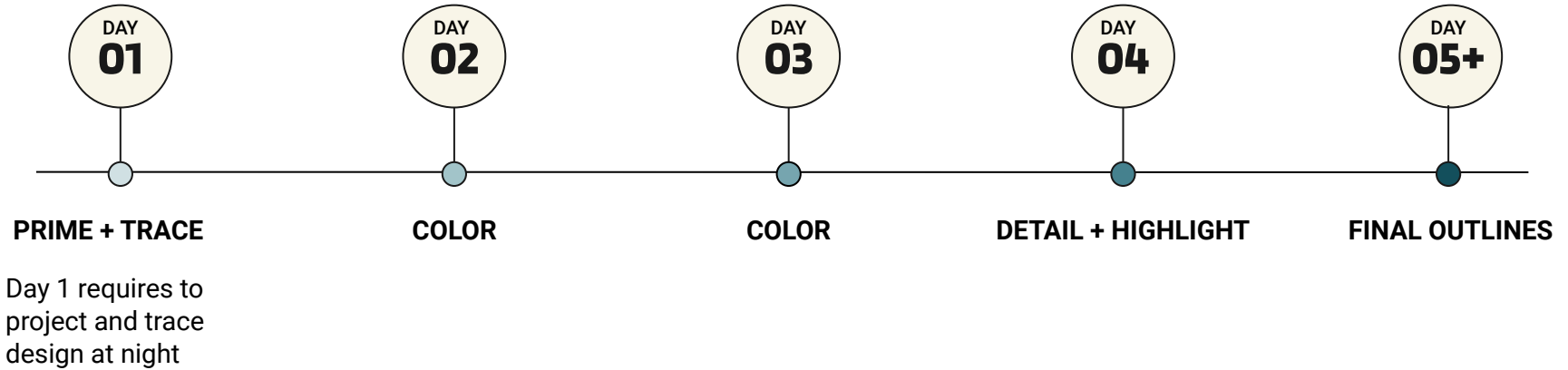


**LEAH ABUCAYAN** is a Filipino-American artist based out of Atlanta, GA who finds joy in making stuff. She studied Graphic Design at the Academy of Art University of San Francisco. She currently works as a designer for the CNN Digital Art Department. Previously, she interned at Walt Disney Imagineering designing print collateral and environmental signage for Walt Disney parks, resorts, and cruise lines. Her love for art began at a very young age. However, her art journey really began to take shape at the age of 11, when she had started her own business crafting purses, bags, and wallets out of duct tape. Today duct tape is still one of her favorite mediums, but she now uses it to create custom portraits. Her art has taken many forms and has progressed into creating different things such as murals, chalk art, digital design, duct tape portraits, product design, and even book illustrations. Her mission is to make a positive impact on the world by inspiring others with her art and passion for design.



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**ESTIMATED TIMELINE:** APPROXIMATELY 5-10 days (weather permitting)

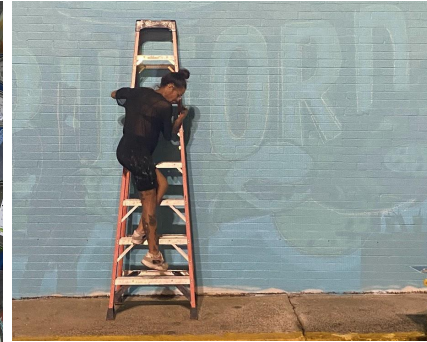


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## MATERIALS NEEDED

Paints used will be acrylic latex outdoor houses paint most likely Sherwin Williams or Behr Marquee

- 01 | Scissor Lift Rental
- 02 | Paint | Acrylic Latex Exterior Paint
- 03 | Drop Cloths
- 04 | Ladders





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## CONTACT INFO

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phone | 916.524.1345

instagram | [@hellaleah](https://www.instagram.com/hellaleah)



# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: WORK SESSION, NOVEMBER 15, 2023

AGENDA CATEGORY: GENERAL DISCUSSION ITEM

- Item:** Provision of Landscape and Maintenance Services on an Annual Contract
- Department:** Public Works
- Date of Meeting:** Wednesday, November 15, 2023
- Fiscal Impact:** \$612,331.68
- Presented By:** Jim Wright, Public Works Director
- Action Requested:** Award Provision of Landscape and Maintenance Services on an Annual Contract to the highest scoring firm, Mariani Enterprises, LLC d/b/a Ed Castro Landscape in the amount of \$612,331.68. Authorization for Mayor to execute contracts subject to approval by the City Attorney. Contracts to follow award.

**Summary:** This contract provides comprehensive landscaping maintenance services on the sites of 31 locations throughout the City. This agreement also provides for landscaping enhancements on a time and materials basis, irrigation services, and optional treatment services.

**Fiscal Impact:** Amount of \$612,331.68. This project is funded by the Lawn Care Fund (1001565.522140).

**Attachments/Exhibits:**

- Score Tabulation
- Cost Tabulation
- Proposal
- Proposal Response



**RP003-24**

**Provision of Landscape and Maintenance Services on an Annual Contract**

**Public Works**

			BrightView Landscape Services, Inc.	Cumberland Landscape Group, LLC	Mariani Enterprises, LLC d/b/a Ed Castro Landscape
ITEM #	POINTS ALLOCATED	CRITERIA	TOTAL POINTS	TOTAL POINTS	TOTAL POINTS
A.	25	Background and Experience	20.75	17.25	21.5
B.	20	References	15	12	15
C.	25	Service Delivery/Staffing	17.75	18.25	20.5
D.	10	Service Programs/Initiatives	7.5	5.75	7.5
E.	20	Pricing	20	19	20
<b>TOTAL</b>			<b>81</b>	<b>72.25</b>	<b>84.5</b>
F.	20	Optional Interview	N/A	N/A	18.7
<b>120</b>			<b>81</b>	<b>72.25</b>	<b>103.2</b>

			Russell Landscape, LLC	Visionscapes, Inc.	Yellowstone Landscape Southeast, LLC
ITEM #	POINTS ALLOCATED	CRITERIA	TOTAL POINTS	TOTAL POINTS	TOTAL POINTS
A.	25	Background and Experience	22.25	15.75	21.75
B.	20	References	15	15	18
C.	25	Service Delivery/Staffing	20.25	14	20
D.	10	Service Programs/Initiatives	7.75	3	8.25
E.	20	Pricing	17.8	18.2	16.7
<b>TOTAL</b>			<b>83.05</b>	<b>65.95</b>	<b>84.7</b>
E.	20	Optional Interview	15.7	N/A	17.3
<b>120</b>			<b>98.75</b>	<b>65.95</b>	<b>102</b>

**Recommended Vendor:**

Mariani Enterprises, LLC d/b/a Ed Castro Landscape  
 300 Rockland Rd.  
 Lake Bluff, IL 60044  
 P: 770-998-8444  
[e.castro@edcastro.com](mailto:e.castro@edcastro.com)

RP003-24

Provision of Landscape and Maintenance Services on an Annual Contract

Public Works

				BrightView Landscape Services, Inc.		Cumberland Landscape Group, LLC		Mariani Enterprises, LLC d/b/a Ed Castro Landscape	
ITEM #	DESCRIPTION	APPROX. QTY		MONTHLY PRICE	TOTAL PRICE	MONTHLY PRICE	TOTAL PRICE	MONTHLY PRICE	TOTAL PRICE
<b>LOCATION 1: CITY HALL</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$191.00	\$2,292.00	\$792.48	\$9,509.76	\$560.89	\$6,730.68
B.	Fertilization and Weed Control	12	Each	\$24.00	\$288.00	\$33.83	\$405.96	\$27.78	\$333.36
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$313.00	\$3,756.00	\$364.34	\$4,372.08	\$437.13	\$5,245.56
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$185.00	\$2,220.00	\$62.52	\$750.24	\$137.66	\$1,651.92
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$33.00	\$396.00	\$34.48	\$413.76	\$140.22	\$1,682.64
<b>LOCATION 1: CITY HALL TOTAL</b>				\$746.00	\$8,952.00	\$1,287.65	\$15,451.80	\$1,303.68	\$15,644.16
<b>LOCATION 2: LAWRENCEVILLE PUBLIC WORKS FACILITY</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$536.00	\$6,432.00	\$1,152.69	\$13,832.28	\$1,146.81	\$13,761.72
B.	Fertilization and Weed Control	12	Each	\$47.00	\$564.00	\$183.32	\$2,199.84	\$97.22	\$1,166.64
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$491.00	\$5,892.00	\$247.58	\$2,970.96	\$319.98	\$3,839.76
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$84.00	\$1,008.00	\$34.48	\$413.76	\$286.70	\$3,440.40
<b>LOCATION 2: LAWRENCEVILLE PUBLIC WORKS FACILITY TOTAL</b>				\$1,158.00	\$13,896.00	\$1,618.07	\$19,416.84	\$1,850.71	\$22,208.52
<b>LOCATION 3: BOULDER CREEK COFFEE, LAC &amp; PARKING DECK</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$206.00	\$2,472.00	\$507.43	\$6,089.16	\$291.06	\$3,492.72
B.	Fertilization and Weed Control	12	Each	\$24.00	\$288.00	\$18.33	\$219.96	\$27.78	\$333.36
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$636.00	\$7,632.00	\$1,001.95	\$12,023.40	\$151.24	\$1,814.88
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$293.00	\$3,516.00	\$344.93	\$4,139.16	\$127.84	\$1,534.08
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$49.00	\$588.00	\$34.48	\$413.76	\$72.76	\$873.12
<b>LOCATION 3: BOULDER CREEK COFFEE, LAC &amp; PARKING DECK TOTAL</b>				\$1,208.00	\$14,496.00	\$1,907.12	\$22,885.44	\$670.68	\$8,048.16
<b>LOCATION 4: HISTORIC COURTHOUSE/DOWNTOWN SQUARE</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	N/A	N/A	\$505.18	\$6,062.16	\$329.29	\$3,951.48
B.	Fertilization and Weed Control	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$2,737.00	\$32,844.00	\$3,148.98	\$37,787.76	\$2,671.12	\$32,053.44
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$173.00	\$2,076.00	\$34.88	\$418.56	\$35.78	\$429.36
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$92.00	\$1,104.00	\$51.73	\$620.76	\$82.32	\$987.84
<b>LOCATION 4: HISTORIC COURTHOUSE/DOWNTOWN SQUARE TOTAL</b>				\$3,002.00	\$36,024.00	\$3,740.77	\$44,889.24	\$3,118.51	\$37,422.12
<b>LOCATION 5: HERITAGE TRAIL</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	N/A	N/A	\$421.46	\$5,057.52	\$472.70	\$5,672.40
B.	Fertilization and Weed Control	12	Each	N/A	N/A	\$16.67	\$200.04	\$51.11	\$613.32
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$196.00	\$2,352.00	\$130.12	\$1,561.44	\$277.86	\$3,331.20

E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$513.00	\$6,156.00	\$209.29	\$2,511.48	\$223.42	\$2,681.04
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$486.00	\$5,832.00	\$17.24	\$206.88	\$118.17	\$1,418.04
<b>LOCATION 5: HERITAGE TRAIL TOTAL</b>				\$1,195.00	\$14,340.00	\$794.78	\$9,537.36	\$1,143.26	\$13,719.12
<b>LOCATION 6: POLICE DEPARTMENT</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$416.00	\$4,992.00	\$819.87	\$9,838.44	\$901.53	\$10,818.36
B.	Fertilization and Weed Control	12	Each	\$85.00	\$1,020.00	\$139.48	\$1,673.76	\$92.22	\$1,106.64
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$139.00	\$1,668.00	\$169.16	\$2,029.92	\$161.93	\$1,943.16
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$337.00	\$4,044.00	\$102.53	\$1,230.36	\$153.89	\$1,846.68
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$187.00	\$2,244.00	\$34.48	\$413.76	\$225.38	\$2,704.56
<b>LOCATION 6: POLICE DEPARTMENT TOTAL</b>				\$1,164.00	\$13,968.00	\$1,265.52	\$15,186.24	\$1,534.95	\$18,419.40
<b>LOCATION 7: LAWRENCEVILLE LAWN</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$1,363.00	\$16,356.00	\$1,962.31	\$23,547.72	\$1,804.54	\$21,654.48
B.	Fertilization and Weed Control	12	Each	\$310.00	\$3,720.00	\$401.34	\$4,816.08	\$295.56	\$3,546.72
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$379.00	\$4,548.00	\$409.89	\$4,918.68	\$578.76	\$6,945.12
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$1,507.00	\$18,084.00	\$1,238.27	\$14,859.24	\$1,117.10	\$13,405.20
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$251.00	\$3,012.00	\$68.97	\$827.64	\$451.14	\$5,413.68
<b>LOCATION 7: LAWRENCEVILLE LAWN TOTAL</b>				\$3,810.00	\$45,720.00	\$4,080.78	\$48,969.36	\$4,247.10	\$50,965.20
<b>LOCATION 8: COOPER PARK</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$202.00	\$2,424.00	\$209.73	\$2,516.76	\$290.65	\$3,487.80
B.	Fertilization and Weed Control	12	Each	\$32.00	\$384.00	\$34.18	\$410.16	\$27.78	\$333.36
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$45.00	\$540.00	\$139.52	\$1,674.24	\$110.25	\$1,323.00
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$33.00	\$396.00	\$8.62	\$103.44	\$72.66	\$871.92
<b>LOCATION 8: COOPER PARK TOTAL</b>				\$312.00	\$3,744.00	\$392.06	\$4,704.60	\$501.34	\$6,016.08
<b>LOCATION 9: RAILROAD DEPOT</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$295.00	\$3,540.00	\$416.68	\$5,000.16	\$574.87	\$6,898.44
B.	Fertilization and Weed Control	12	Each	\$33.00	\$396.00	\$52.03	\$624.36	\$46.11	\$553.32
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$49.00	\$588.00	\$16.51	\$198.12	\$32.44	\$389.28
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$40.00	\$480.00	\$16.00	\$192.00	\$143.72	\$1,724.64
<b>LOCATION 9: RAILROAD DEPOT TOTAL</b>				\$417.00	\$5,004.00	\$501.22	\$6,014.64	\$797.14	\$9,565.68
<b>LOCATION 10: JENKINS PARK</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$650.00	\$7,800.00	\$472.70	\$5,672.40	\$291.01	\$3,492.12
B.	Fertilization and Weed Control	12	Each	\$47.00	\$564.00	\$24.17	\$290.04	\$27.78	\$333.36
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$62.00	\$744.00	\$117.54	\$1,410.48	\$41.62	\$499.44
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$190.00	\$2,280.00	\$19.70	\$236.40	\$72.75	\$873.00
<b>LOCATION 10: JENKINS PARK TOTAL</b>				\$949.00	\$11,388.00	\$634.11	\$7,609.32	\$433.16	\$5,197.92

<b>LOCATION 11: INTERCHANGE (WEST CROGAN AND WEST PIKE)</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$467.00	\$5,604.00	\$1,229.06	\$14,748.72	\$839.65	\$10,075.80
B.	Fertilization and Weed Control	12	Each	\$235.00	\$2,820.00	\$76.78	\$921.36	\$167.20	\$2,006.40
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$133.00	\$1,596.00	\$130.12	\$1,561.44	\$277.86	\$3,334.32
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$567.00	\$6,804.00	\$227.21	\$2,726.52	\$127.49	\$1,529.88
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$376.00	\$4,512.00	\$49.16	\$589.92	\$209.91	\$2,518.92
<b>LOCATION 11: INTERCHANGE (WEST CROGAN AND WEST PIKE) TOTAL</b>				\$1,778.00	\$21,336.00	\$1,712.33	\$20,547.96	\$1,622.11	\$19,465.32
<b>LOCATION 12: GATEWAY #1</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$257.00	\$3,084.00	\$677.91	\$8,134.92	\$551.46	\$6,617.52
B.	Fertilization and Weed Control	12	Each	\$33.00	\$396.00	\$78.03	\$936.36	\$75.12	\$901.44
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$377.00	\$4,524.00	\$446.32	\$5,355.84	\$649.66	\$7,795.92
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$158.00	\$1,896.00	\$129.85	\$1,558.20	\$221.96	\$2,663.52
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$49.00	\$588.00	\$17.24	\$206.88	\$137.86	\$1,654.32
<b>LOCATION 12: GATEWAY #1 TOTAL</b>				\$874.00	\$10,488.00	\$1,349.35	\$16,192.20	\$1,636.06	\$19,632.72
<b>LOCATION 13: BURSON POINT</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$219.00	\$2,628.00	\$302.25	\$3,627.00	\$312.16	\$3,745.92
B.	Fertilization and Weed Control	12	Each	\$28.00	\$336.00	\$58.69	\$704.28	\$29.08	\$348.96
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$218.00	\$2,616.00	\$260.25	\$3,123.00	\$559.70	\$6,716.40
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$81.00	\$972.00	\$25.01	\$300.12	\$52.80	\$633.60
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$38.00	\$456.00	\$17.24	\$206.88	\$78.04	\$936.48
<b>LOCATION 13: BURSON POINT TOTAL</b>				\$584.00	\$7,008.00	\$663.44	\$7,961.28	\$1,031.78	\$12,381.36
<b>LOCATION 14: SCENIC HIGHWAY</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$1,820.00	\$21,840.00	\$1,753.92	\$21,047.04	\$1,094.76	\$13,137.12
B.	Fertilization and Weed Control	12	Each	\$188.00	\$2,256.00	\$239.94	\$2,879.28	\$164.78	\$1,977.36
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	\$125.95	\$1,511.40
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$375.00	\$4,500.00	\$400.12	\$4,801.44	\$612.80	\$7,353.60
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$336.00	\$4,032.00	\$78.07	\$936.84	\$273.69	\$3,284.28
<b>LOCATION 14: SCENIC HIGHWAY TOTAL</b>				\$2,719.00	\$32,628.00	\$2,472.05	\$29,664.60	\$2,271.98	\$27,263.76
<b>LOCATION 15: MAHLON BURSON WATER TREATMENT FACILITY</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$278.00	\$3,336.00	\$478.36	\$5,740.32	\$427.56	\$5,130.72
B.	Fertilization and Weed Control	12	Each	\$28.00	\$336.00	\$38.67	\$464.04	\$29.08	\$348.96
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$202.00	\$2,424.00	\$55.02	\$660.24	\$66.91	\$802.92
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$84.00	\$1,008.00	\$19.93	\$239.16	\$106.89	\$1,282.68
<b>LOCATION 15: MAHLON BURSON WATER TREATMENT FACILITY TOTAL</b>				\$592.00	\$7,104.00	\$591.98	\$7,103.76	\$630.44	\$7,565.28
<b>LOCATION 16: CALABOOSE ALLEY</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	N/A	N/A	\$230.75	\$2,769.00	\$320.40	\$3,844.80
B.	Fertilization and Weed Control	12	Each	N/A	N/A	N/A	N/A	N/A	N/A

E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$177.00	\$2,124.00	\$52.32	\$627.84	\$10.03	\$120.36
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$91.00	\$1,092.00	\$18.52	\$222.24	\$80.10	\$961.20
<b>LOCATION 16: CALABOOSE ALLEY TOTAL</b>				\$268.00	\$3,216.00	\$301.59	\$3,619.08	\$410.53	\$4,926.36
<b>LOCATION 17: 316/120 INTERCHANGE</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$2,849.00	\$34,188.00	\$3,037.02	\$36,444.24	\$2,230.02	\$26,760.24
B.	Fertilization and Weed Control	12	Each	\$310.00	\$3,720.00	\$593.81	\$7,125.72	\$416.79	\$5,001.48
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$2,374.00	\$28,488.00	\$1,000.30	\$12,003.60	\$1,645.93	\$19,751.16
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$433.00	\$5,196.00	\$137.93	\$1,655.16	\$557.51	\$6,690.12
<b>LOCATION 17: 316/120 INTERCHANGE TOTAL</b>				\$5,966.00	\$71,592.00	\$4,769.06	\$57,228.72	\$4,850.25	\$58,203.00
<b>LOCATION 18: BRISCOE FIELD ENTRANCE</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$125.00	\$1,500.00	\$201.47	\$2,417.64	\$318.81	\$3,825.72
B.	Fertilization and Weed Control	12	Each	\$28.00	\$336.00	\$31.07	\$372.84	\$27.78	\$333.36
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$159.00	\$1,908.00	\$33.76	\$405.12	\$105.27	\$1,263.24
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$75.00	\$900.00	\$8.39	\$100.68	\$79.70	\$956.40
<b>LOCATION 18: BRISCOE FIELD ENTRANCE TOTAL</b>				\$387.00	\$4,644.00	\$274.69	\$3,296.28	\$531.56	\$6,378.72
<b>LOCATION 19: PARK BENCH AREAS ON PAPER MILL</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$404.00	\$4,848.00	\$373.53	\$4,482.36	\$281.08	\$3,372.96
B.	Fertilization and Weed Control	12	Each	\$28.00	\$336.00	\$31.07	\$372.84		\$0.00
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$140.00	\$1,680.00	\$7.50	\$90.00	\$34.54	\$414.48
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$126.00	\$1,512.00	\$17.24	\$206.88	\$70.27	\$843.24
<b>LOCATION 19: PARK BENCH AREAS ON PAPER MILL TOTAL</b>				\$698.00	\$8,376.00	\$429.34	\$5,152.08	\$385.89	\$4,630.68
<b>LOCATION 20 – PARKING LOT ACROSS FROM CITY HALL</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$191.00	\$2,292.00	\$386.36	\$4,636.32	\$281.15	\$3,373.80
B.	Fertilization and Weed Control	12	Each	\$24.00	\$288.00	\$34.53	\$414.36	\$27.78	\$333.36
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$80.00	\$960.00	\$69.76	\$837.12	\$46.29	\$555.48
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$32.00	\$384.00	\$17.24	\$206.88	\$70.29	\$843.48
<b>LOCATION 20 – PARKING LOT ACROSS FROM CITY HALL TOTAL</b>				\$327.00	\$3,924.00	\$507.89	\$6,094.68	\$425.51	\$5,106.12
<b>LOCATION 21: GATEWAY PARK S. PERRY/CLAYTON</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$247.00	\$2,964.00	\$405.99	\$4,871.88	\$373.69	\$4,484.28
B.	Fertilization and Weed Control	12	Each	\$24.00	\$288.00	\$34.53	\$414.36	\$27.78	\$333.36
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$149.00	\$1,788.00	\$162.65	\$1,951.80	\$228.89	\$2,746.68
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$423.00	\$5,076.00	\$325.10	\$3,901.20	\$537.84	\$6,454.08
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$32.00	\$384.00	\$34.48	\$413.76	\$93.42	\$1,121.04
<b>LOCATION 21: GATEWAY PARK S. PERRY/CLAYTON TOTAL</b>				\$875.00	\$10,500.00	\$962.75	\$11,553.00	\$1,261.62	\$15,139.44

LOCATION 22: PLAZA – SE CORNER NASH/CLAYTON									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$191.00	\$2,292.00	\$157.04	\$1,884.48	\$305.97	\$3,671.64
B.	Fertilization and Weed Control	12	Each	\$24.00	\$288.00	\$13.81	\$165.72	\$33.93	\$407.16
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$93.00	\$1,116.00	\$37.51	\$450.12	\$68.48	\$821.76
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$32.00	\$384.00	\$17.24	\$206.88	\$76.49	\$917.88
<b>LOCATION 22: PLAZA – SE CORNER NASH/CLAYTON TOTAL</b>				\$340.00	\$4,080.00	\$225.60	\$2,707.20	\$484.87	\$5,818.44
LOCATION 23: AREAS OFF DOWNTOWN SQUARE									
A.	Lawn Mowing/Trimming/Edging	12	Each	N/A	N/A	\$880.84	\$10,570.08	\$596.27	\$7,155.24
B.	Fertilization and Weed Control	12	Each	\$24.00	\$288.00	\$35.21	\$422.52	\$27.78	\$333.36
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$1,752.00	\$21,024.00	\$1,151.59	\$13,819.08	\$1,159.27	\$13,911.24
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$252.00	\$3,024.00	\$87.20	\$1,046.40	\$68.30	\$819.60
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$120.00	\$1,440.00	\$36.70	\$440.40	\$149.07	\$1,788.84
<b>LOCATION 23: AREAS OFF DOWNTOWN SQUARE TOTAL</b>				\$2,148.00	\$25,776.00	\$2,191.54	\$26,298.48	\$2,000.69	\$24,008.28
LOCATION 24: PARK PLACE DR. MEDIANS									
A.	Lawn Mowing/Trimming/Edging	12	Each	N/A	N/A	\$273.52	\$3,282.24	\$359.28	\$4,311.36
B.	Fertilization and Weed Control	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$272.00	\$3,264.00	\$47.52	\$570.24	\$79.56	\$954.72
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$196.00	\$2,352.00	\$10.94	\$131.28	\$89.82	\$1,077.84
<b>LOCATION 24: PARK PLACE DR. MEDIANS TOTAL</b>				\$468.00	\$5,616.00	\$331.98	\$3,983.76	\$528.66	\$6,343.92
LOCATION 25: BICENTENNIAL PLAZA									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$284.00	\$3,408.00	\$602.98	\$7,235.76	\$429.91	\$5,158.92
B.	Fertilization and Weed Control	12	Each	\$38.00	\$456.00	\$59.38	\$712.56	\$38.77	\$465.24
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$151.00	\$1,812.00	\$188.68	\$2,264.16	\$254.86	\$3,058.32
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$335.00	\$4,020.00	\$331.37	\$3,976.44	\$374.27	\$4,491.24
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$44.00	\$528.00	\$51.73	\$620.76	\$107.48	\$1,289.76
<b>LOCATION 25: BICENTENNIAL PLAZA TOTAL</b>				\$852.00	\$10,224.00	\$1,234.14	\$14,809.68	\$1,205.29	\$14,463.48
LOCATION 26 – COLLEGE CORRIDOR									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$3,346.00	\$40,152.00	\$4,780.92	\$57,371.04	\$1,626.71	\$19,520.52
B.	Fertilization and Weed Control	12	Each	\$648.00	\$7,776.00	\$448.81	\$5,385.72	\$184.16	\$2,209.92
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$1,786.00	\$21,432.00	\$1,621.97	\$19,463.64	\$801.19	\$9,614.28
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$714.00	\$8,568.00	\$199.21	\$2,390.52	\$406.68	\$4,880.16
<b>LOCATION 26 – COLLEGE CORRIDOR TOTAL</b>				\$6,494.00	\$77,928.00	\$7,050.91	\$84,610.92	\$3,018.74	\$36,224.88

<b>LOCATION 27: MEDIAN IN JACKSON ST</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	N/A	N/A	\$136.20	\$1,634.40	\$308.32	\$3,699.84
B.	Fertilization and Weed Control	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$166.00	\$1,992.00	\$87.20	\$1,046.40	\$235.81	\$2,829.72
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$42.00	\$504.00	\$5.45	\$65.40	\$77.08	\$924.96
<b>LOCATION 27: MEDIAN IN JACKSON ST TOTAL</b>				\$208.00	\$2,496.00	\$228.85	\$2,746.20	\$621.21	\$7,454.52
<b>LOCATION 28 – CULVER/PIKE PARKING LOT</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$164.00	\$1,968.00	\$415.38	\$4,984.56	\$314.91	\$3,778.92
B.	Fertilization and Weed Control	12	Each	\$24.00	\$288.00	\$52.03	\$624.36	\$27.78	\$333.36
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$242.00	\$2,904.00	\$16.51	\$198.12	\$30.71	\$368.52
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$49.00	\$588.00	\$17.31	\$207.72	\$78.73	\$944.76
<b>LOCATION 28 – CULVER/PIKE PARKING LOT TOTAL</b>				\$479.00	\$5,748.00	\$501.23	\$6,014.76	\$452.13	\$5,425.56
<b>LOCATION 29: HOTEL / PARKING DECK</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$164.00	\$1,968.00	\$299.56	\$3,594.72	\$245.19	\$2,942.28
B.	Fertilization and Weed Control	12	Each	\$24.00	\$288.00	\$24.17	\$290.04	\$27.78	\$333.36
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$98.00	\$1,176.00	\$143.14	\$1,717.68	\$166.94	\$2,003.28
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$245.00	\$2,940.00	\$209.29	\$2,511.48	\$51.14	\$613.68
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$25.00	\$300.00	\$12.48	\$149.76	\$61.30	\$735.60
<b>LOCATION 29: HOTEL / PARKING DECK TOTAL</b>				\$556.00	\$6,672.00	\$688.64	\$8,263.68	\$552.35	\$6,628.20
<b>OPTIONAL SERVICES</b>									
<b>LOCATION 31: CEMETERY ALONG ATHA ST.</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$1,582.00	\$18,984.00	\$846.70	\$10,160.40	N/A	N/A
B.	Fertilization and Weed Control	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
<b>LOCATION 31: CEMETERY ALONG ATHA ST. TOTAL</b>				\$1,582.00	\$18,984.00	\$846.70	\$10,160.40	\$4,834.00	\$24,170.00
<b>LOCATION 32: HISTORIC CEMETERY</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$113.00	\$1,356.00	\$231.60	\$2,779.20	N/A	N/A
B.	Fertilization and Weed Control	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
<b>LOCATION 32: HISTORIC CEMETERY TOTAL</b>				\$113.00	\$1,356.00	\$231.60	\$2,779.20	\$1,648.00	\$8,240.00

IRRIGATION MAINTENANCE							
ITEM #	DESCRIPTION	ACTIVATE	WINTERIZE	ACTIVATE	WINTERIZE	ACTIVATE	WINTERIZE
1	Historic Courthouse	N/B	N/B	N/B	N/B	\$300.00	\$300.00
2	Heritage Trail	N/B	N/B	N/B	N/B	\$300.00	\$300.00
3	Police Headquarters	N/B	N/B	N/B	N/B	\$300.00	\$300.00
4	The Interchange	N/B	N/B	N/B	N/B	\$300.00	\$300.00
5	The Gateway	N/B	N/B	N/B	N/B	\$300.00	\$300.00
6	Burson Point	N/B	N/B	N/B	N/B	\$300.00	\$300.00
<b>IRRIGATION MAINTENANCE TOTAL</b>		N/B		N/B		\$3,600.00	
<b>TOTAL</b>		\$486,888.00		\$512,513.16		\$477,866.40	
<b>TOTAL WITH OPTIONS</b>		\$507,228.00		\$525,452.76		\$510,276.40	
<b>OPTIONAL ITEMS:</b>							
	Aeration	1	Sq Ft	\$0.03		\$0.08	\$0.02
	Lime Application	1	Sq Ft	\$7.00		\$0.08	\$0.08
	Pesticide Application	1	Sq Ft	\$0.09		\$0.08	\$0.10
	Fungicide Application	1	Sq Ft	\$0.09		\$0.09	\$0.04
	Will vendor hold pricing firm? Renewal Option 1			3% increase		Yes 2% increase	
	Will vendor hold pricing firm? Renewal Option 2			3% increase		3% increase 2% increase	
	Will vendor hold pricing firm? Renewal Option 3			3% increase		5% increase 2% increase	
	Will vendor hold pricing firm? Renewal Option 4			3% increase		3% increase 2% increase	



RP003-24

Provision of Landscape and Maintenance Services on an Annual Contract

Public Works

				Russell Landscape, LLC		Visionscapes, Inc.		Yellowstone Landscape Southeast, LLC	
ITEM #	DESCRIPTION	APPROX. QTY		MONTHLY PRICE	TOTAL PRICE	MONTHLY PRICE	TOTAL PRICE	MONTHLY PRICE	TOTAL PRICE
<b>LOCATION 1: CITY HALL</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$262.50	\$3,150.00	\$150.00	\$1,800.00	\$733.33	\$8,799.96
B.	Fertilization and Weed Control	12	Each	\$150.84	\$1,810.08	\$30.00	\$360.00	\$42.50	\$510.00
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$365.42	\$4,385.04	\$250.00	\$3,000.00	\$200.00	\$2,400.00
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$102.08	\$1,224.96	\$200.00	\$2,400.00	\$406.67	\$4,880.04
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$54.16	\$649.92	\$75.00	\$900.00	\$417.50	\$5,010.00
<b>LOCATION 1: CITY HALL TOTAL</b>				\$935.00	\$11,220.00	\$705.00	\$8,460.00	\$1,800.00	\$21,600.00
<b>LOCATION 2: LAWRENCEVILLE PUBLIC WORKS FACILITY</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$1,007.12	\$12,085.44	\$980.00	\$11,760.00	\$1,058.33	\$12,699.96
B.	Fertilization and Weed Control	12	Each	\$541.85	\$6,502.20	\$140.00	\$1,680.00	\$100.00	\$1,200.00
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$1,063.91	\$12,766.92	\$810.00	\$9,720.00	\$408.33	\$4,899.96
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$92.12	\$1,105.44	\$190.00	\$2,280.00	\$433.33	\$5,199.96
<b>LOCATION 2: LAWRENCEVILLE PUBLIC WORKS FACILITY TOTAL</b>				\$2,705.00	\$32,460.00	\$2,120.00	\$25,440.00	\$1,999.99	\$23,999.88
<b>LOCATION 3: BOULDER CREEK COFFEE, LAC &amp; PARKING DECK</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$191.91	\$2,302.92	\$975.00	\$11,700.00	\$165.00	\$1,980.00
B.	Fertilization and Weed Control	12	Each	\$95.96	\$1,151.52	\$15.00	\$180.00	\$16.67	\$200.04
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$970.66	\$11,647.92	\$750.00	\$9,000.00	\$933.33	\$11,199.96
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$188.13	\$2,257.56	\$215.00	\$2,580.00	\$41.67	\$500.04
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$33.34	\$400.08	\$65.00	\$780.00	\$158.33	\$1,899.96
<b>LOCATION 3: BOULDER CREEK COFFEE, LAC &amp; PARKING DECK TOTAL</b>				\$1,480.00	\$17,760.00	\$2,020.00	\$24,240.00	\$1,315.00	\$15,780.00
<b>LOCATION 4: HISTORIC COURTHOUSE/DOWNTOWN SQUARE</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$361.58	\$4,338.96	\$115.00	\$1,380.00	\$666.67	\$8,000.04
B.	Fertilization and Weed Control	12	Each	\$241.06	\$2,892.72	\$20.00	\$240.00	\$41.67	\$500.04
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$4,682.66	\$56,191.92	\$3,650.00	\$43,800.00	\$2,350.00	\$28,200.00
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$159.17	\$1,910.04	\$320.00	\$3,840.00	\$516.67	\$6,200.04
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$120.53	\$1,446.36	\$195.00	\$2,340.00	\$625.00	\$7,500.00
<b>LOCATION 4: HISTORIC COURTHOUSE/DOWNTOWN SQUARE TOTAL</b>				\$5,565.00	\$66,780.00	\$4,300.00	\$51,600.00	\$4,200.01	\$50,400.12
<b>LOCATION 5: HERITAGE TRAIL</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$426.83	\$5,121.96	\$155.00	\$1,860.00	\$254.17	\$3,050.04
B.	Fertilization and Weed Control	12	Each	\$273.37	\$3,280.44	\$250.00	\$3,000.00	\$33.33	\$399.96
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A

D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$173.33	\$2,079.96	\$195.00	\$2,340.00	\$45.83	\$549.96
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$308.02	\$3,696.24	\$250.00	\$3,000.00	\$458.33	\$5,499.96
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$153.45	\$1,841.40	\$320.00	\$3,840.00	\$383.33	\$4,599.96
<b>LOCATION 5: HERITAGE TRAIL TOTAL</b>				\$1,335.00	\$16,020.00	\$1,170.00	\$14,040.00	\$1,174.99	\$14,099.88
<b>LOCATION 6: POLICE DEPARTMENT</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$618.73	\$7,424.76	\$305.00	\$3,660.00	\$666.67	\$8,000.04
B.	Fertilization and Weed Control	12	Each	\$412.49	\$4,949.88	\$250.00	\$3,000.00	\$116.67	\$1,400.04
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$188.00	\$2,256.00	\$195.00	\$2,340.00	\$166.67	\$2,000.04
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$169.54	\$2,034.48	\$250.00	\$3,000.00	\$233.33	\$2,799.96
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$231.24	\$2,774.88	\$320.00	\$3,840.00	\$392.67	\$4,712.04
<b>LOCATION 6: POLICE DEPARTMENT TOTAL</b>				\$1,620.00	\$19,440.00	\$1,320.00	\$15,840.00	\$1,576.01	\$18,912.12
<b>LOCATION 7: LAWRENCEVILLE LAWN</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$1,203.58	\$14,442.96	\$320.00	\$3,840.00	\$2,291.67	\$27,500.04
B.	Fertilization and Weed Control	12	Each	\$543.17	\$6,518.04	\$295.00	\$3,540.00	\$341.67	\$4,100.04
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$472.00	\$5,664.00	\$1,500.00	\$18,000.00	\$425.00	\$5,100.00
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$1,531.25	\$18,375.00	\$1,640.00	\$19,680.00	\$1,025.00	\$12,300.00
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$150.00	\$1,800.00	\$415.00	\$4,980.00	\$1,616.67	\$19,400.04
<b>LOCATION 7: LAWRENCEVILLE LAWN TOTAL</b>				\$3,900.00	\$46,800.00	\$4,170.00	\$50,040.00	\$5,700.01	\$68,400.12
<b>LOCATION 8: COOPER PARK</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$167.94	\$2,015.28	\$60.00	\$720.00	\$450.00	\$5,400.00
B.	Fertilization and Weed Control	12	Each	\$111.96	\$1,343.52	\$30.00	\$360.00	\$25.00	\$300.00
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$29.12	\$349.44	\$100.00	\$1,200.00	\$208.33	\$2,499.96
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$55.98	\$671.76	\$95.00	\$1,140.00	\$206.67	\$2,480.04
<b>LOCATION 8: COOPER PARK TOTAL</b>				\$365.00	\$4,380.00	\$285.00	\$3,420.00	\$890.00	\$10,680.00
<b>LOCATION 9: RAILROAD DEPOT</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$115.79	\$1,389.48	\$50.00	\$600.00	\$566.67	\$6,800.04
B.	Fertilization and Weed Control	12	Each	\$77.18	\$926.16	\$15.00	\$180.00	\$46.67	\$560.04
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	N/A	N/A	N/A	N/A	\$33.33	\$399.96
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$3.43	\$41.16	\$40.00	\$480.00	\$30.00	\$360.00
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$38.60	\$463.20	\$60.00	\$720.00	\$233.33	\$2,799.96
<b>LOCATION 9: RAILROAD DEPOT TOTAL</b>				\$235.00	\$2,820.00	\$165.00	\$1,980.00	\$910.00	\$10,920.00
<b>LOCATION 10: JENKINS PARK</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$509.44	\$6,113.28	\$275.00	\$3,300.00	\$516.67	\$6,200.04
B.	Fertilization and Weed Control	12	Each	\$339.63	\$4,075.56	\$130.00	\$1,560.00	\$16.67	\$200.04
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$291.13	\$3,493.56	\$305.00	\$3,660.00	\$250.00	\$3,000.00

F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$169.80	\$2,037.60	\$330.00	\$3,960.00	\$600.00	\$7,200.00
<b>LOCATION 10: JENKINS PARK TOTAL</b>				\$1,310.00	\$15,720.00	\$1,040.00	\$12,480.00	\$756.67	\$16,600.08
<b>LOCATION 11: INTERCHANGE (WEST CROGAN AND WEST PIKE)</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$934.78	\$11,217.36	\$750.00	\$9,000.00	\$1,566.67	\$18,800.04
B.	Fertilization and Weed Control	12	Each	\$623.19	\$7,478.28	\$330.00	\$3,960.00	\$133.33	\$1,599.96
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$208.00	\$2,496.00	\$230.00	\$2,760.00	\$116.67	\$1,400.04
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$402.44	\$4,829.28	\$545.00	\$6,540.00	\$516.67	\$6,200.04
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$311.59	\$3,739.08	\$235.00	\$2,820.00	\$756.67	\$9,080.04
<b>LOCATION 11: INTERCHANGE (WEST CROGAN AND WEST PIKE) TOTAL</b>				\$2,480.00	\$29,760.00	\$2,090.00	\$25,080.00	\$3,090.01	\$37,080.12
<b>LOCATION 12: GATEWAY #1</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$382.63	\$4,591.56	\$170.00	\$2,040.00	\$1,050.00	\$12,600.00
B.	Fertilization and Weed Control	12	Each	\$255.09	\$3,061.08	\$90.00	\$1,080.00	\$100.00	\$1,200.00
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$425.33	\$5,103.96	\$495.00	\$5,940.00	\$150.00	\$1,800.00
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$249.41	\$2,992.92	\$360.00	\$4,320.00	\$233.33	\$2,799.96
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$127.54	\$1,530.48	\$185.00	\$2,220.00	\$357.67	\$4,292.04
<b>LOCATION 12: GATEWAY #1 TOTAL</b>				\$1,440.00	\$17,280.00	\$1,300.00	\$15,600.00	\$1,891.00	\$22,692.00
<b>LOCATION 13: BURSON POINT</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$182.53	\$2,190.36	\$90.00	\$1,080.00	\$299.17	\$3,590.04
B.	Fertilization and Weed Control	12	Each	\$122.11	\$1,465.32	\$30.00	\$360.00	\$29.17	\$350.04
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$313.33	\$3,759.96	\$275.00	\$3,300.00	\$200.00	\$2,400.00
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$41.10	\$493.20	\$110.00	\$1,320.00	\$91.67	\$1,100.04
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$60.93	\$731.16	\$75.00	\$900.00	\$275.00	\$3,300.00
<b>LOCATION 13: BURSON POINT TOTAL</b>				\$720.00	\$8,640.00	\$580.00	\$6,960.00	\$895.01	\$10,740.12
<b>LOCATION 14: SCENIC HIGHWAY</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$630.94	\$7,571.28	\$385.00	\$4,620.00	\$1,183.33	\$14,199.96
B.	Fertilization and Weed Control	12	Each	\$420.62	\$5,047.44	\$190.00	\$2,280.00	\$50.00	\$600.00
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$1,308.13	\$15,697.56	\$365.00	\$4,380.00	\$350.00	\$4,200.00
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$210.31	\$2,523.72	\$520.00	\$6,240.00	\$616.67	\$7,400.04
<b>LOCATION 14: SCENIC HIGHWAY TOTAL</b>				\$2,570.00	\$30,840.00	\$1,460.00	\$17,520.00	\$2,200.00	\$26,400.00
<b>LOCATION 15: MAHLON BURSON WATER TREATMENT FACILITY</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$270.37	\$3,244.44	\$130.00	\$1,560.00	\$466.67	\$5,600.04
B.	Fertilization and Weed Control	12	Each	\$180.25	\$2,163.00	\$50.00	\$600.00	\$29.17	\$350.04
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A

E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$159.26	\$1,911.12	\$215.00	\$2,580.00	\$150.00	\$1,800.00
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$90.12	\$1,081.44	\$170.00	\$2,040.00	\$354.17	\$4,250.04
<b>LOCATION 15: MAHLON BURSON WATER TREATMENT FACILITY TOTAL</b>				\$700.00	\$8,400.00	\$565.00	\$6,780.00	\$1,000.00	\$12,000.12
<b>LOCATION 16: CALABOOSE ALLEY</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$41.64	\$499.68	\$25.00	\$300.00	\$65.00	\$780.00
B.	Fertilization and Weed Control	12	Each	\$27.76	\$333.12	N/A	N/A	\$1.67	\$20.04
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$1.72	\$20.64	\$25.00	\$300.00	\$16.67	\$200.04
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$13.88	\$166.56	\$20.00	\$240.00	\$41.67	\$500.04
<b>LOCATION 16: CALABOOSE ALLEY TOTAL</b>				\$85.00	\$1,020.00	\$70.00	\$840.00	\$125.01	\$1,500.12
<b>LOCATION 17: 316/120 INTERCHANGE</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$1,111.63	\$13,339.56	\$1,000.00	\$12,000.00	\$2,333.33	\$27,999.96
B.	Fertilization and Weed Control	12	Each	\$741.09	\$8,893.08	\$535.00	\$6,420.00	\$500.00	\$6,000.00
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$3,676.74	\$44,120.88	\$3,000.00	\$36,000.00	\$1,250.00	\$15,000.00
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$370.54	\$4,446.48	\$460.00	\$5,520.00	\$1,316.67	\$15,800.04
<b>LOCATION 17: 316/120 INTERCHANGE TOTAL</b>				\$5,900.00	\$70,800.00	\$4,995.00	\$59,940.00	\$5,400.00	\$64,800.00
<b>LOCATION 18: BRISCOE FIELD ENTRANCE</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$177.73	\$2,132.76	\$85.00	\$1,020.00	\$500.00	\$6,000.00
B.	Fertilization and Weed Control	12	Each	\$118.49	\$1,421.88	\$25.00	\$300.00	\$16.67	\$200.04
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	N/A	N/A	N/A	N/A	\$16.67	\$200.04
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$49.53	\$594.36	\$100.00	\$1,200.00	\$83.33	\$999.96
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$59.25	\$711.00	\$90.00	\$1,080.00	\$333.33	\$3,999.96
<b>LOCATION 18: BRISCOE FIELD ENTRANCE TOTAL</b>				\$405.00	\$4,860.00	\$300.00	\$3,600.00	\$950.00	\$11,400.00
<b>LOCATION 19: PARK BENCH AREAS ON PAPER MILL</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$72.85	\$874.20	\$55.00	\$660.00	\$225.00	\$2,700.00
B.	Fertilization and Weed Control	12	Each	\$48.57	\$582.84	\$10.00	\$120.00	\$1.67	\$20.04
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$74.30	\$891.60	\$50.00	\$600.00	\$33.33	\$399.96
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$24.28	\$291.36	\$50.00	\$600.00	\$100.00	\$1,200.00
<b>LOCATION 19: PARK BENCH AREAS ON PAPER MILL TOTAL</b>				\$220.00	\$2,640.00	\$165.00	\$1,980.00	\$360.00	\$4,320.00
<b>LOCATION 20 – PARKING LOT ACROSS FROM CITY HALL</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$195.26	\$2,343.12	\$600.00	\$7,200.00	\$353.33	\$4,239.96
B.	Fertilization and Weed Control	12	Each	\$130.18	\$1,562.16	\$20.00	\$240.00	\$21.67	\$260.04
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$54.47	\$653.64	\$200.00	\$2,400.00	\$33.33	\$399.96
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$65.09	\$781.08	\$100.00	\$1,200.00	\$291.67	\$3,500.04
<b>LOCATION 20 – PARKING LOT ACROSS FROM CITY HALL TOTAL</b>				\$445.00	\$5,340.00	\$920.00	\$11,040.00	\$700.00	\$8,400.00
<b>LOCATION 21: GATEWAY PARK S. PERRY/CLAYTON</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$190.56	\$2,286.72	\$400.00	\$4,800.00	\$437.50	\$5,250.00
B.	Fertilization and Weed Control	12	Each	\$127.04	\$1,524.48	\$20.00	\$240.00	\$25.00	\$300.00
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$85.33	\$1,023.96	\$300.00	\$3,600.00	\$104.17	\$1,250.04

E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$568.55	\$6,822.60	\$300.00	\$3,600.00	\$283.33	\$3,399.96
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$63.52	\$762.24	\$20.00	\$240.00	\$200.00	\$2,400.00
<b>LOCATION 21: GATEWAY PARK S. PERRY/CLAYTON TOTAL</b>				\$1,035.00	\$12,420.00	\$1,040.00	\$12,480.00	\$1,050.00	\$12,600.00
<b>LOCATION 22: PLAZA – SE CORNER NASH/CLAYTON</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$122.67	\$1,472.04	\$200.00	\$2,400.00	\$175.00	\$2,100.00
B.	Fertilization and Weed Control	12	Each	\$81.78	\$981.36	\$20.00	\$240.00	\$16.67	\$200.04
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$120.00	\$1,440.00	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$49.66	\$595.92	\$100.00	\$1,200.00	\$83.33	\$999.96
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$40.89	\$490.68	\$50.00	\$600.00	\$150.00	\$1,800.00
<b>LOCATION 22: PLAZA – SE CORNER NASH/CLAYTON TOTAL</b>				\$415.00	\$4,980.00	\$370.00	\$4,440.00	\$425.00	\$5,100.00
<b>LOCATION 23: AREAS OFF DOWNTOWN SQUARE</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$297.18	\$3,566.16	\$1,000.00	\$12,000.00	\$525.00	\$6,300.00
B.	Fertilization and Weed Control	12	Each	\$198.13	\$2,377.56	\$100.00	\$1,200.00	\$8.33	\$99.96
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	N/A	N/A	N/A	N/A	\$750.00	\$9,000.00
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$65.63	\$787.56	\$200.00	\$2,400.00	\$58.33	\$699.96
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$99.06	\$1,188.72	\$50.00	\$600.00	\$383.33	\$4,599.96
<b>LOCATION 23: AREAS OFF DOWNTOWN SQUARE TOTAL</b>				\$660.00	\$7,920.00	\$1,350.00	\$16,200.00	\$1,724.99	\$20,699.88
<b>LOCATION 24: PARK PLACE DR. MEDIANS</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$110.51	\$1,326.12	N/A	N/A	\$300.00	\$3,600.00
B.	Fertilization and Weed Control	12	Each	\$73.68	\$884.16	N/A	N/A	\$6.67	\$80.04
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$23.98	\$287.76	\$200.00	\$2,400.00	\$33.33	\$399.96
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$36.83	\$441.96	\$50.00	\$600.00	\$175.00	\$2,100.00
<b>LOCATION 24: PARK PLACE DR. MEDIANS TOTAL</b>				\$245.00	\$2,940.00	\$250.00	\$3,000.00	\$515.00	\$6,180.00
<b>LOCATION 25: BICENTENNIAL PLAZA</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$210.03	\$2,520.36	\$600.00	\$7,200.00	\$783.33	\$9,399.96
B.	Fertilization and Weed Control	12	Each	\$140.24	\$1,682.88	\$50.00	\$600.00	\$50.00	\$600.00
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$652.00	\$7,824.00	\$600.00	\$7,200.00	\$141.67	\$1,700.04
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$687.61	\$8,251.32	\$200.00	\$2,400.00	\$616.67	\$7,400.04
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$70.12	\$841.44	\$50.00	\$600.00	\$358.33	\$4,299.96
<b>LOCATION 25: BICENTENNIAL PLAZA TOTAL</b>				\$1,760.00	\$21,120.00	\$1,500.00	\$18,000.00	\$1,950.00	\$23,400.00
<b>LOCATION 26 – COLLEGE CORRIDOR</b>									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$1,638.13	\$19,657.56	\$4,000.00	\$48,000.00	\$1,650.00	\$19,800.00
B.	Fertilization and Weed Control	12	Each	\$1,092.08	\$13,104.96	\$2,000.00	\$24,000.00	\$266.67	\$3,200.04
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$1,968.75	\$23,625.00	\$1,000.00	\$12,000.00	\$566.67	\$6,800.04
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$546.04	\$6,552.48	\$200.00	\$2,400.00	\$671.67	\$8,060.04
<b>LOCATION 26 – COLLEGE CORRIDOR TOTAL</b>				\$5,245.00	\$62,940.00	\$7,200.00	\$86,400.00	\$3,155.01	\$37,860.12

LOCATION 27: MEDIAN IN JACKSON ST									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$44.38	\$532.56	N/A	N/A	\$98.33	\$1,179.96
B.	Fertilization and Weed Control	12	Each	\$29.57	\$354.84	N/A	N/A	\$1.67	\$20.04
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$131.25	\$1,575.00	\$200.00	\$2,400.00	\$175.00	\$2,100.00
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$14.80	\$177.60	\$50.00	\$600.00	\$100.00	\$1,200.00
<b>LOCATION 27: MEDIAN IN JACKSON ST TOTAL</b>				\$220.00	\$2,640.00	\$250.00	\$3,000.00	\$375.00	\$4,500.00
LOCATION 28 – CULVER/PIKE PARKING LOT									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$95.17	\$1,142.04	\$250.00	\$3,000.00	\$416.67	\$5,000.04
B.	Fertilization and Weed Control	12	Each	\$63.45	\$761.40	\$25.00	\$300.00	\$20.83	\$249.96
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$49.66	\$595.92	\$200.00	\$2,400.00	\$95.83	\$1,149.96
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$31.72	\$380.64	\$50.00	\$600.00	\$346.67	\$4,160.04
<b>LOCATION 28 – CULVER/PIKE PARKING LOT TOTAL</b>				\$240.00	\$2,880.00	\$525.00	\$6,300.00	\$880.00	\$10,560.00
LOCATION 29: HOTEL / PARKING DECK									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$126.05	\$1,512.60	\$350.00	\$4,200.00	\$295.83	\$3,549.96
B.	Fertilization and Weed Control	12	Each	\$84.04	\$1,008.48	\$50.00	\$600.00	\$25.00	\$300.00
C.	Over Seeding and Aeration	12	Each	N/A	N/A	N/A	N/A	N/A	N/A
D.	Maintenance of Flower Beds and Seasonal Color	12	Each	\$161.33	\$1,935.96	N/A	N/A	\$167.67	\$2,012.04
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	\$76.56	\$918.72	\$250.00	\$3,000.00	\$62.50	\$750.00
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$42.02	\$504.24	\$200.00	\$2,400.00	\$175.00	\$2,100.00
<b>LOCATION 29: HOTEL / PARKING DECK TOTAL</b>				\$490.00	\$5,880.00	\$850.00	\$10,200.00	\$726.00	\$8,712.00
OPTIONAL SERVICES									
LOCATION 31: CEMETERY ALONG ATHA ST.									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$2,812.50	\$33,750.00	\$1,000.00	\$12,000.00	\$500.00	\$6,000.00
B.	Fertilization and Weed Control	12	Each	N/A	N/A	\$100.00	\$1,200.00	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	N/A	N/A	\$200.00	\$2,400.00	\$500.00	\$6,000.00
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$104.17	\$1,250.04	\$100.00	\$1,200.00	\$500.00	\$6,000.00
<b>LOCATION 31: CEMETERY ALONG ATHA ST. TOTAL</b>				\$2,916.67	\$35,000.04	\$1,400.00	\$16,800.00	\$1,500.00	\$18,000.00
LOCATION 32: HISTORIC CEMETERY									
A.	Lawn Mowing/Trimming/Edging	12	Each	\$446.67	\$5,360.04	\$2,000.00	\$24,000.00	\$100.00	\$1,200.00
B.	Fertilization and Weed Control	12	Each	N/A	N/A	\$200.00	\$2,400.00	N/A	N/A
E.	Management of Ornamental Shrubs, Trees and Landscaped Beds	12	Each	N/A	N/A	\$500.00	\$6,000.00	\$50.00	\$600.00
F.	Removal of Trash and Debris from Parking Lots and Walkways	12	Each	\$20.00	\$240.00	\$500.00	\$6,000.00	\$100.00	\$1,200.00
<b>LOCATION 32: HISTORIC CEMETERY TOTAL</b>				\$466.67	\$5,600.04	\$3,200.00	\$38,400.00	\$250.00	\$3,000.00
IRRIGATION MAINTENANCE									
ITEM #	DESCRIPTION			ACTIVATE	WINTERIZE	ACTIVATE	WINTERIZE	ACTIVATE	WINTERIZE
1	Historic Courthouse			\$255.00	\$125.00	\$500.00	\$500.00	N/B	N/B
2	Heritage Trail			\$130.00	\$60.00	\$500.00	\$500.00	N/B	N/B
3	Police Headquarters			\$255.00	\$125.00	\$500.00	\$500.00	N/B	N/B
4	The Interchange			\$85.00	\$45.00	\$1,000.00	\$1,000.00	N/B	N/B

5	The Gateway			\$1,000.00	\$1,000.00	N/B	N/B
6	Burson Point	\$130.00	\$60.00	\$500.00	\$500.00	N/B	N/B
<b>IRRIGATION MAINTENANCE TOTAL</b>		\$1,270.00		\$8,000.00		N/B	
<b>TOTAL</b>		\$537,970.00		\$524,900.00		\$580,336.68	
<b>TOTAL WITH OPTIONS</b>		\$578,570.08		\$580,100.00		\$601,336.68	
<b>OPTIONAL ITEMS:</b>							
	Aeration	1	Sq Ft	\$0.02	\$0.02	\$0.010	
	Lime Application	1	Sq Ft	\$0.02	\$10.00	\$0.010	
	Pesticide Application	1	Sq Ft	\$0.01	\$10.00	\$0.030	
	Fungicide Application	1	Sq Ft	\$0.02	\$10.00	\$0.040	
Will vendor hold pricing firm? Renewal Option 1		3% increase		2% increase		3% increase	
Will vendor hold pricing firm? Renewal Option 2		3% increase		2% increase		3% increase	
Will vendor hold pricing firm? Renewal Option 3		3% increase		3% increase		3% increase	
Will vendor hold pricing firm? Renewal Option 4		3% increase		3% increase		3% increase	



# LAWRENCEVILLE

## GEORGIA

August 2, 2023

### REQUEST FOR PROPOSAL RP003-24

The City of Lawrenceville is soliciting competitive sealed proposals from qualified contractors for the **Provision of Landscape and Maintenance Services on an Annual Contract** with four (4) renewal options.

Proposals must be returned in a sealed container marked on the outside with the Request for Proposal number and Company Name. Proposals will be received until 3:00 P.M. local time on **Monday, September 4, 2023** at the Lawrenceville City Hall – Finance Office, Main Level, Room M46A - 70 S. Clayton Street, Lawrenceville, Georgia 30046. Any proposal received after this date and time will not be accepted. Proposals will be publicly opened and only names of submitting firms will be read at 3:00 P.M. Proposals are legal and binding upon the bidder when submitted. **One (1) unbound original, four (4) bound copies, and one (1) PDF Electronic Copy without FEE SCHEDULE should be submitted.**

**The FEE SCHEDULE should be in a separate sealed envelope.**

A **pre-proposal conference** is scheduled for **10:00 a.m. on Thursday, August 17, 2023** at Lawrenceville City Hall located at 70 S. Clayton Street, 4th floor, City Council Chambers, Lawrenceville GA 30046. All contractors are urged to attend.

Questions regarding proposals should be directed to Steve Murray, Purchasing Director, at [steve.murray@lawrencevillega.org](mailto:steve.murray@lawrencevillega.org) or by calling 678-407-6420, no later than 3:00 P.M. on **August 23, 2023**.

Successful contractor will be required to meet insurance requirements. The Insurance Company should be authorized to do business in Georgia by the Georgia Insurance Department, and must have an A.M. Best rating of A-5 or higher.

The written proposal documents supersede any verbal or written prior communications between the parties.

Evaluation criteria is outlined in the request for proposal documents. The City of Lawrenceville reserves the right to reject any or all proposals to waive technicalities, and to make an award deemed in its best interest.

Award notification will be sent to companies submitting a proposal via email.

We look forward to your proposal and appreciate your interest in the City of Lawrenceville.

Steve Murray, CPPB  
Purchasing Director



### **Proposal Content**

The proposal shall be responsive to the specific range of issues described in this Request for Proposal. Contractors are asked to read the document carefully to ensure that they address the specific requirements of this request and submit all requested information. Fee Schedule shall be submitted in a **separate** sealed envelope. Only one (1) Cost Proposal Schedule is required. The proposing firm's history and experience relevant to City of Lawrenceville needs should be discussed, including a description of the firm's direct experience with similar types of projects and efforts.

### **Evaluation Procedures**

The Proposal Evaluation Team will be comprised of four (4) evaluators. During the first phase of the evaluation, the Evaluation Team will have access to all proposal materials except the **separately sealed Pricing**. Proposals will initially be scored based on the technical criteria. Pricing will then be opened and points assigned by a mathematical formula. The evaluation team may short list the highest scoring firms. The number of respondents short listed will be at the discretion of the evaluation team. The evaluation team may invite any number of the highest rated firms to participate in onsite interviews. All expenses related to the participation in the onsite interviews are the responsibility of the service provider with no obligation to the City. The decision to interview and the number of firms to interview is at the sole discretion of the evaluation team. The interview (if required) will be evaluated and scored, and this score will be added to the overall score. The City reserves the right to negotiate price and scope of work with the service provider scoring highest in an attempt to reach agreement. If negotiations with the highest scoring service provider are unsuccessful, the City may then negotiate with the second highest scoring service provider and so on until a satisfactory agreement has been reached.

### **Categories**

The prospective contractor's proposal shall be responsive to the specific range of information, subjects, and work items described in this Request for Proposal. Contractors are asked to read the Request for Proposal carefully to ensure that they address the specific requirements of this request and submit requested information. Proposing contractors will be evaluated and scored based on the information provided in their proposals as it relates to this request. The contractor's proposal shall be organized in the order and format described below. Each proposal shall include the following information.

### **Background and Experience of the Company**

Provide a narrative description of the company's history, purpose, range of services, resources, financial stability, and past and current business activities. In the latter area, describe in detail the company's experience in the landscaping field and in particular in ongoing landscape, and grounds maintenance. Indicate the numbers, types, and sizes (an average) of the facilities previously and presently serviced; and indicate the scope of services provided by the company and the value of grounds maintenance contracts for this year (2023) and the past three years (2020– 2022). Also describe any special capabilities of the company, such as resources, programs and practices that set it apart from other firms. This part of the proposal should be concise and not be overly long.

### **References**

Provide five (5) references for landscape/grounds maintenance contracts presently underway or for services completed within the past three (3) years. References must be for services on individual facilities of not less than five (5) acres of grounds area and whenever possible should show the company's ability to service campus settings or multiple properties similar to the number and area included in the scope of this Request for Proposals. References must indicate the client

the facility or facilities included in the contract, the size(s) of the site or sites maintained, the full range of services provided, the contract time frame. Each reference shall include a contact person who has direct knowledge of the services, and a current phone number and e-mail address for the contact. This latter information is critical. The City’s inability to contact references may result in a reduction in points for this category.

**Service Delivery/Staffing, Training and Supervision/Equipment**

Without simply reiterating the Scope of Services within the Request for Proposal, provide a description of the firm’s proposed services that shows an understanding of the scope requested by the City and indicates the firm’s ability to efficiently and comprehensively schedule the services and allocate its resources. Describe the number of staff to be utilized and the basic allocation of vehicles and major equipment. Also describe any special processes, treatments, materials/supplies, and/or personnel skill-sets that will be included in the service delivery program. And, in particular, indicate how the firm will provide supervision and insure quality control.

Although the basic services do not include any landscaping, irrigation and planting activities, the contract scope/pricing does provide for these enhancements as additional services. So it is important to the City that the contractor have the capability to design and install landscape modifications and enhancements. The proposing firm should describe its experience and capabilities in this area and how it would approach such design/installation requests and integrate these activities into its maintenance philosophy and processes.

Provide a listing of the manager(s) and supervisors that will work on these proposed services and include copies of their resumes. Provide information on how employees are hired and trained and describe the company’s processes for maintenance of security and promotion of safety.

**Service Programs/Initiatives Supporting Environmental Sustainability and Protection**

The City does not specify that these requested services conform to any set standard of practices that promote environmental sustainability. Nevertheless, the Mayor and Council are committed to advancing such practices in the City’s operations. Thus, the proposing firms should indicate as a part of their proposals what maintenance practices they intend to implement that support environmental sustainability objectives. These practices and actions can be in any or all of the following areas: use of alternative fuel/low emission vehicles and equipment, integrated pest management, use of organic fertilizers and fertilizers with low impact on surface and ground water, guidance toward drought tolerant landscaping, and guidance toward resumption of limited and centrally controlled irrigation.

**Evaluation Criteria**

Proposals will be evaluated based on their relative responsiveness to the criteria described above and with those criteria’s values weighted as shown below:

<u>Criteria</u>	<u>Maximum points</u>
1. Background and Experience of Company	25
2. References – Comparability and Quality	20
3. Service Delivery/Staffing, Training, and Supervision/Equipment	25
4. Service Programs/Initiatives Supporting Environmental Sustainability and Protection	10
5. Cost Proposal	<u>20</u>
	Total 100

## 6. Optional Interview

20

The City of Lawrenceville reserves the right to seek clarification on missing or ambiguous materials. Submitted proposals that fail to provide the requested documents/forms in this RFP may be deemed non-responsive.

At the discretion of the Proposal Evaluation Team, interviews may be conducted during the last phase of the evaluation process. The dates and nature of the interview requirements will be communicated to the invited proposers. Interviews will require the active participation of the proposed project manager. All costs associated with the presentation/interview are the responsibility of the respondent.

**PROVISION OF LANDSCAPE AND MAINTENANCE SERVICES ON AN ANNUAL CONTRACT**

**I. INTRODUCTION**

The City of Lawrenceville is soliciting from qualified contractors proposals for either Comprehensive or Partial Landscaping Maintenance Services on the sites of 29 locations. The requested services vary depending on the location and may include any or all of the specific services and/or work items described below in Section II, Scope of Services.

Landscaping Enhancements also may be requested by the City and will be furnished by the Contractor on a time and material basis as authorized by the City.

Certain designated treatments and services are included in the Scope of Services as Optional Services that will be furnished and implemented by the Contractor at set unit costs when requested and authorized by the City.

The City reserves the right to add facilities during the contract period at mutually agreeable and comparable rates, and to delete facilities as needed.

The facilities included in the Scope of Services are listed and described in Section III. Proposal Submission Requirements are detailed in sections entitled Proposal Submission Instructions and Categories. The format of the Contractor’s Cost Proposal is included as Section VIII.

**II. SCOPE OF SERVICES**

The lawns covered under this contract are a variety of sizes and types, and the proposing firms shall be responsible for viewing them to determine the requirements for maintaining each. Most of the lawns are either Bermuda or Fescue, but some do not have clearly defined turf, and in other areas Zoysia is planted. Many of the facilities have zoned sprinkler systems for lawn/turf irrigation

**A. Lawn Mowing/Trimming/Edging**

During the growing season, the Contractor shall mow lawns and turf areas every seven (7) days, or as weather conditions dictate. Prior to each mowing, trash, sticks, and other unwanted debris shall be removed from the lawn, adjacent plant beds, walkways, and curbs. Mowing shall be done with bagging or mulching equipment to prevent side discharges that may injure pedestrians or damage property, and to ensure a clean and neat appearance upon completion. Mowers utilized shall be kept well maintained, and mower blades shall be kept sharp so as to not damage the grass. Also, during drier periods, the height of the cut shall be raised so as to prevent damage to the grass. Mowing patterns shall be alternated on a regular basis to prevent the formation of ruts from the mower wheels.

With each mowing operation, the Contractor also shall provide trimming and edging services with powered or manual equipment as needed. All lawn areas shall be trimmed around lawn furniture, signs, trees, shrubs, planting beds, walkways, curbs, concrete pads, and other obstacles. The Contractor also shall remove resultant clippings, as well as excess grass

clippings and other debris from walkways, curbs, and planting beds. With every other mowing operation, the Contractor shall mechanically edge bed lines, walkways, curbs and other paved areas. The Contractor also shall remove debris from said edging, and sweep or blow landscaped surfaces clean. In October and November, Contractor with each mowing will mulch and remove leaves from lawn and turf areas. Under no circumstances shall grass clippings, leaves, or other debris be blown or swept into the streets or rights of way.

Warm Season Grasses: Lawns with warm season grasses will be scalped to a height of approximately 1.5 inches in early March prior to the growing season. During the growing season, lawn areas with warm-season grasses will be maintained at a height of 2 to 2.5 inches. As noted earlier, exceptions may be made to this requirement during particularly dry periods. When warm-season grasses are fully dormant, no mowing and associated trimming and edging will be required.

Cool Season Grasses: During the mowing season, lawns with cool season grasses typically will be maintained at a height of from 3 to 4.5 inches. The Contractor may use its professional judgment to insure that grass blades are adequate in length to shade the root system. And as noted earlier, exceptions may be made to this requirement during particularly dry periods. Outside of the prime mowing season for these grasses, Contractor shall monitor lawns to determine if any mowing and associated trimming is necessary. If such services are required, Contractor shall mow and trim lawns to maintain a neat appearance.

**B. Fertilization and Weed Control**

The City recognizes that every lawn has different characteristics, and that to be effective the selected Contractor may have to customize its treatment of the various lawns. Thus, the City does not attempt to specify the nature and intensity of all chemicals, fertilizers, or other products to be used. Nevertheless, the City does require that at a minimum, the Contractor provide the following number and types of applications at each facility where these services are requested. These applications will be considered basic services and should be included in the Contractor's fee.

Warm Season Grasses:

Early Spring Application: Apply pre-emergent herbicide for crabgrass control and post-emergent herbicide for control of broadleaf and grass weeds.

Late Spring Application: Apply pre-emergent herbicide for crabgrass control and post-emergent herbicide for control of broadleaf and grass weeds. Apply blended fertilizers at a heavy rate for green-up and winter season recovery.

Early Summer Application: Apply pre-emergent herbicide (booster) if needed for continued crabgrass control. Apply post-emergent herbicide selectively for control of broadleaf and grass weeds. Apply balanced dry fertilizer to hold peak color.

Late Summer Application: Apply post-emergent herbicide (if necessary) for control of summer broadleaf and grass weeds. Apply slow-release fertilizer to maintain color in peak growing season.

Fall Application (October): Apply custom blended fertilization to encourage and enhance root growth as grass goes dormant. Apply pre-emergent herbicide to prevent winter annuals such as poa annua, henbit, and chickweed that commonly invade dormant turf.

Cool Season Grasses:

Early Spring Application: Apply pre-emergent herbicide for crabgrass and broadleaf weed control. Apply balanced fertilizer to promote root development and color in the turf.

Late Spring Application: Apply pre-emergent herbicide to extend crabgrass and broadleaf weed control. Apply balanced fertilizer that prepares turf for summer weather.

Early Summer Application: Spot-treat turf with herbicides that control summer and annual weeds. Inspect turf for disease and turf-damaging insects and recommend needed treatments (provided on a unit-cost basis). Apply custom blend slow-release fertilization to enhance color in the non-peak growing season.

Early Fall Application: After fall overseeding, apply dry fertilizer at a heavy rate to promote full recovery and aid newly seeded turf in germination and root development during peak growing season.

Late Fall Application: Apply fertilization to maintain peak color and promote root growth over winter.

Because the results of a turf management program can be adversely affected by weather, the Contractor will provide service calls and diagnosis between applications at no additional charge to the City. If additional or specialized turf applications are needed because of insects and/or disease, the Contractor will recommend treatments and provide those at the unit prices outlined herein or as based upon written proposals provided by the City during the service period.

**C. Over Seeding and Aeration**

Aeration shall be done once per year to lawns with cool-season grasses covered by these services. Aeration of cool season grasses such as tall fescue shall be coordinated with overseeding, which shall be implemented in early fall prior to the "early fall application" of fertilizers. Aeration of fescue shall consist of removing soil plugs to a depth of 1 ½ to 2 inches uniformly over the entire lawn. Overseeding of fescue lawns shall be implemented with a turf-type fescue applied at a rate of 4 to 5 pounds per 1,000 sq. ft.

**D. Maintenance of Flower Beds and Seasonal Color**

- Annual color beds and containers shall be maintained to sustain attractive, healthy plants and uniform density with no bare spots. Beds shall be kept free of weeds, trash, and debris.
- At planting annual plants shall be 80% in bloom. Annuals and perennials shall be free of insects and disease; uniform in height and size; and have a fully developed root system
- Two plantings per year of appropriate seasonal plants which provide color and are suitable for the conditions of the planting location.
- Beds shall be properly prepared. Previously planted material removed, soil loosened to a depth of 8 inches, add organic matter to a depth of 1 inch, suitably fertilized and watered.
- Keep color beds free of weeds and debris on a weekly basis. Regularly monitor beds for disease and insect infestation and treat as required.
- Provide horticultural management to insure the seasonal color is maintained in a healthy, vigorous condition throughout its normal flowering period.
- Monitor mulch levels and add materials to maintain a fresh, manicured appearance. Remove weeds manually as needed. Remove spent blossoms on a weekly basis to maintain plants in most attractive forms.

**E. Management of Ornamental Shrubs, Trees and Landscaped Beds**

The City requests a program for the management and upkeep of the ornamental shrubs and trees in the various bed areas, median strips and islands at the designated facilities. This program will be a comprehensive maintenance effort intended to support the health and growth of the plant material; keep it free of damage by insects, fungi and disease; and shape and maintain it in a neat and aesthetically pleasing manner.

1. Weed Control

The Contractor shall weed beds containing ground cover, perennials, shrubs and trees on a regular basis throughout the growing season to maintain a neat appearance at all times. This weed control will be accomplished through mulching, hand weeding and application of pre-emergent and post-emergent herbicides as needed. The Contractor shall make one scheduled pre-emergent herbicide application in all bed areas in early spring. Beds with ground cover that may be damaged by pre-emergent applications shall be excluded from this scheduled application. Use of post-emergent herbicides will be at the Contractor’s discretion and recommendation, but with the City’s approval of the frequency and type of application.

2. Fertilization

Contractor shall fertilize shrubs and ground covers with a balanced fertilizer at a rate of 4 pounds per 100 square feet of bed area once in the spring. Contractor will fertilize all ornamental trees (under 12 feet in height) in beds or tree rings once per year with a balanced fertilizer at a rate of 1 pound per inch of trunk caliper.

3. Pruning

Contractor shall prune ornamental shrubs in accordance with proper horticultural practices and industry standards. Shrubs shall be pruned as necessary to remove dead branches, develop the natural form of the plants and create the effect desired by the City. Shrubs that require trimming and shearing to maintain a formal appearance will be trimmed and/or sheared three (3) times in growing season, or as recommended by Contractor. Flowering shrubs will be pruned after blooming. The Contractor will provide one severe pruning of shrubs late in the dormant season if required by proper horticultural practices. (The Contractor will not be responsible for rejuvenation pruning of overgrown shrubs, but it will trim such shrubs to prevent encroachment on walkways or parking areas.)

The Contractor shall edge and prune groundcovers to contain them within their borders. The Contractor also will cut back and prune perennials at appropriate times.

The Contractor shall prune all trees under 12 feet in height that are within beds or tree rings. A formal pruning including cuts to lateral branches and buds will be made once per year. During regular site visits, subsequent prunings will be made to eliminate suckers, water sprouts and low hanging branches. All tree pruning will be performed under the guidelines provided by the National Arborist Association for Class II, Standard Pruning.

Contractor shall clean up and dispose of all debris caused by any of the above described pruning activities. Unless directed differently by the City, the Contractor will complete these cleanup activities on the same day that the pruning is performed.

4. Insect, Fungus and Disease Control

The Contractor shall provide a program for control of insects, fungus and disease that may affect the shrubs and trees to be maintained under this section. This program shall apply to shrubs and trees under 25 ft. in height. The Contractor shall develop this program utilizing integrated pest arrangement practices with these six components: 1) emphasis on control not eradication, 2) preventive planting and maintenance practices, 3) regular observation and monitoring, 4) mechanical controls, 5) biological controls, and 6) responsible pesticide use. Although the Contractor may develop its own monitoring schedule, at a minimum, it should include inspections in early March, May, July, and October. The program will allow for utilization of pesticides and fungicides only as a last resort for control or to eradicate identified infestations. The Contractor will inform the City of any infestations detected and will provide a scope and cost proposal for the City's consideration. Upon the City's authorization, the Contractor will provide the proposed treatments. The times, dates and locations of all such pesticide applications must be provided to the City in advance. Such applications must be on weekends or off normal business hours, and the Contractor will provide all notices, barriers and traffic restrictions required to insure the safety of employees and the public.

5. Mulching



The Contractor shall be responsible for providing and installing pine straw mulch twice per year as required in all presently mulched beds at the designated facilities. Where applicable, prior to mulch installation, all bed lines and tree rings will be edged at a 90-degree angle to a depth of two inches. All lines will be smooth and continuous. The Contractor will install pine straw mulch to a uniform depth of three (3) inches in all plant beds and tree rings. The mulch will be pulled back from plant crowns and stems, all excessive sticks and pine cones will be removed from the mulch, and the edges will be neatly rolled and tucked. The Contractor will blow or sweep pine straw from walkways and other hard surfaces next to mulched areas, and will remove from the sites all debris and trash resulting from its mulching operations. In the period from November through January, or as the season dictates, Contractor will remove leaves from formally bedded areas. Excess pine straw, debris and leaves will be bagged and removed from service sites.

**F. Removal of Trash and Debris From Parking Lots and Walkways**

At the designated facilities, the Contractor shall provide a regularly scheduled clean-up of parking lots, driveways, sidewalks, walkways, plazas, porte-cocheres, and building entry ways. During mowing season, this clean-up may be performed in conjunction with mowing services. During the off-season period, these services will be provided on a weekly basis. These clean-ups will include the sweeping and or blowing of trash and debris from the hardscape surfaces described above and removal of trash and debris from the landscaped areas.

**G. Optional Services**

Aeration

Although aeration of cool season grasses is within basic services, aeration of other lawns will be as recommended by the Contractor to reduce soil compaction common in clay soils. Aeration will be implemented only when agreed to and authorized by the City. Aeration will be accomplished utilizing an open-tine coring type aerator with a 3/8 inch to 5/8 inch diameter core or five-point disc with four-inch penetrating spikes. Aeration spikes optimally should penetrate the soil to a minimum depth of 1 1/2 inch depending on soil conditions. Pricing for aeration will be on a square-foot basis.

Lime Application

As a basic service, the Contractor will provide free soil analyses to determine if lime applications are necessary to reduce the acidity of soils in turf areas. Where turf areas are determined to have a pH of 6.0 or less the Contractor, at the City's directive, will apply lime. Lime applications typically will be at a rate of 25 pounds per 1000 square feet of turf. Pricing will be on a square foot basis.

Pesticide/Fungicide Applications

As a part of its basic services, the Contractor will have responsibility for inspecting turf areas for disease, fungus and insect infestations. Treatment to control disease, fungi, and insects in turf areas will be only upon the Contractor's recommendation and City's approval. The City requests that the Contractor endeavor to provide such treatments through integrated pest management practices, but recognizes that use of pesticides or fungicides may be necessary as

a last resort. Applications will be with materials and under schedules approved by the City. Pricing will be on a square foot basis.

Fertilizer/Herbicide Applications

In addition to the provision of each of the Fertilizer/Herbicide Applications as basic services, the City may choose to have the Contractor provide these same services selectively at locations not included in the basic services designations. Pricing for these applications will be on a square foot basis.

**H. Enhancement Services**

The City may request the Contractor to replace or add to the quantity of existing plant material; or to design, specify, purchase and install landscaping enhancements at various properties. These enhancements may include permanent installations and the installation and maintenance of seasonal color. Enhancements also may include labor and equipment for “bush hogging” lots, clearing and removing undergrowth, and removing ground cover and shrubs.

To initiate Enhancement Services, the City will solicit from the Contractor written proposals that describe the scope of services and detail projected costs with breakdowns for plant materials, equipment usage, labor hours/rates as provided in this proposal, and miscellaneous items. The City will provide written authorization to the Contractor to implement Enhancement Services work items. The Contractor should purchase no plant material until after a written authorization is received. The City reserves the right to purchase sod, shrubs, trees or other plant materials from other sources if it deems such is in the City’s best interest. In these instances, the Contractor is still required to install the material at the hourly rates in its proposal.

Compensation for Enhancement Services typically will be on a time and material basis, utilizing the hourly labor rates within this proposal and actual market costs of plant material, equipment and miscellaneous items. No mark-ups above these costs will be paid by the City. Invoicing will be under the terms and procedures described elsewhere in these procurement documents.

**III. SERVICE LOCATIONS**

**A. Service Locations for Landscaping Maintenance**

The following facilities will receive either comprehensive or partial Landscaping Maintenance Service. The proposing firms can determine the level of service from review of the Bid Schedule for each category of work.

**LANDSCAPE MAINTENANCE SERVICE LOCATIONS**

1.	City Hall - 70 South Clayton Street (area between Nash, S. Clayton, Church and the outer edge of the employee parking area.)
2.	Lawrenceville Public Works Facility – 435 W Pike Street (all areas inside the gate, detention ponds, and the areas in front of the building and parking area.)
3.	Boulder Creek Coffee – Lawrenceville Arts Center - Parking Deck Areas (area bounded by Pike, Chestnut, Crogan, and Clayton Streets)

4.	Historic Courthouse/Downtown Square (areas outside the Courthouse Square fence on both sides of Clayton, Pike, Perry and Crogan from Culver to Chestnut) This includes all 4 corners of all 4 intersections around the courthouse square.
5.	Heritage Trail (Beginning on Constitution where Veterans Memorial walkway joins Constitution sidewalk; then east on Constitution, along Luckie to Chestnut; north on Chestnut to Crogan; and east on Crogan to Jackson St.)
6.	Police Dept. (Frontage along Scenic & Jackson, the embankment on the north side of bldg., areas around entrances, and areas in rear parking lot.)
7.	Lawrenceville Lawn (210 Luckie Street), bounded by S Clayton, Luckie St & Jackson St. to include all areas around the stage & parking lot. Bounded on the south by the SouthLawn development.
8.	Cooper Park (Landscaped island at Born & Eaton Streets intersection)
9.	Railroad Depot Area (N Clayton from the Born St intersection to the CXS crossing. Depot Street from N Clayton to N Perry. N Perry from Depot to Born St. Born St from N Perry to N. Clayton)
10.	Jenkins Park (Area fronting Hwy 29 about 100' deep, and the inside of the park. Located west of Lancelot Way.)
11.	The Interchange of W. Crogan & W. Pike on the west side of town (Islands created by the divergence and merge of W. Crogan and W. Pike. including Gordon St.)
12.	Gateway #1-Area between Old Buford Drive (SR 20) and new Buford Drive (SR 20) from its intersection with E. Pike to the end of Old SR 20. Also the Island in the middle of SR20 at E. Pike)
13.	Burson Point (Landscaped island at N Clayton intersection with Buford Drive (SR 20))
14.	Scenic Highway (SR 124) (Medians only from E. Crogan to Sugarloaf. Also to include the SW corner of the intersection of SR124 & E Crogan; as well as all 4 corners of the intersection of Scenic Hwy & E. Crogan)
15.	Mahlon Burson Water Treatment Facility (750 Winer Industrial Blvd.) Including entire area inside fence.
16.	Calaboose Alley (Behind McCray's between Crogan and parking area)
17.	Gateway Interchange at 316/120 (to include all 4 landscaped gore areas, as well as both shoulders of the entrance & exit ramps.)
18.	Entrance to Briscoe Field (Briscoe Blvd at Hosea, both sides of the entrance)
19.	Bench areas along Paper Mill Rd (4 different areas from E Crogan to the Springlake split)
20.	Parking Lot across from City Hall – NW corner of S Clayton & Nash intersection.
21.	Gateway Park At the intersection of S. Perry & S. Clayton. (bounded by Nash, S. Perry, S. Clayton).
22.	SE corner Nash/Clayton. Newly installed plaza at the corner the of intersection.
23.	Areas just off Downtown Square. Each of these four roads, 1 block in each direction from downtown square. (Both sides of Pike Street, 1 block to east & 1 block to west. Both sides of Crogan Street, 1 block to east & 1 block to west. Both sides of Perry Street, 1 block to north & 1 block to south. Both sides of Clayton Street, 1 block to north & 1 block to south.)
24.	Park Place Dr. Medians. 5 medians along Park Place Dr. from Grayson Hwy to Simonton Rd.
25.	Bicentennial Plaza - The entire Plaza, bounded by Perry, Luckie and, Clayton Streets

26.	College Corridor. From CSX RR to SR316 bridge. All medians & roundabouts, shoulders on both sides of road, including shoulders on both sides of each of the side streets. (side streets include: Anderson Dr. from Northdale to Anderson Dr. Marie Beiser Way, from corridor to Simmons, North Clayton Connector from corridor to N. Clayton, Northdale Connector from corridor to Northdale.)
27.	Median in Jackson St. & Atha (between Atha and E. Crogan)
28.	Culver/Pike Parking lot –from Culver to Pike, all areas around the parking lot
29.	Hotel / Parking Deck – Located between Chestnut, Crogan, Jackson, Luckie. Maintenance required along Luckie Street & Jackson Street sides.

**OPTIONAL SERVICES**

30.	Lawrenceville Suwanee Road. Medians & shoulders on both sides of the road from Sugarloaf Parkway to SR316 bridge. (monthly services during growing season)
31.	Cemetery along Atha St. cut grass 5x/year during growing season. (week prior Easter, week prior to Mother's Day, week prior to Father's Day, week prior to 4th of July, week prior to Labor Day)
32.	Historic Cemetery. At the split of East Crogan & E Pike, in the curve. cut grass 5x/year during growing season. (week prior Easter, week prior to Mother's Day, week prior to Father's Day, week prior to 4th of July, week prior to Labor Day)

## IV GENERAL REQUIREMENTS

### A. Basis of Compensation

Compensation to the Contractor for Basic Services in Section II. Paragraphs A through F will be based on the monthly fees provided in the Cost Proposal for the specific services at each designated facility.

Compensation to the Contractor for Optional Services described in Section II. Paragraph G will be based on the unit prices provided for these work items in the Cost Proposal. The exception to this approach is that any specialized treatment for insects, fungus, or disease control described in II.E.4 will be billed at the rates and quantities provided in estimates submitted to and authorized by the City as described in paragraph II.E.4.

Compensation to the Contractor for Enhancement Services Section II Paragraph H will be based on hourly labor rates provided in the Cost Proposal and on the actual cost of sod, shrubs, trees, topsoil, mulch, and other materials used in the installation. Hours will be calculated daily from the time the Contractor's personnel arrive at the service location until they leave the site. Travel time to and from the location and travel time away from the site will not be compensated on an hourly basis, so the Contractor should include in its hourly rates an allocation adequate to cover the periods.

In all of its service reports and invoices, the Contractor will clearly and thoroughly describe and itemize all labor hours, equipment, parts, and plant materials associated with its time and material work. The Contractor agrees to provide documentation of all costs upon the request of the City.

### B. Invoicing Requirements

For the services described in this procurement document, the Contractor shall submit its invoices directly to:

City of Lawrenceville  
Accounts Payable

[AP.Invoices@lawrencevillega.org](mailto:AP.Invoices@lawrencevillega.org)

Each invoice shall identify the locations, services, and rates from the Pricing Schedule.

For all of the Contractor's services provided under the unit price provisions in Optional Services or the time and materials provisions of Enhancement Services, the Contractor shall document its services through a Work Order Report. The Work Order Report shall be provided upon completion of the applicable services, shall be signed by a Contractor representative, and shall provide the comprehensive information listed below.

1. Location of Services – Facility Name
2. Description of Services Performed

3. Unit Costs and Extended Price (Optional Services)
4. Personnel Utilized and Hours of Service (Timesheets required for services with a value over \$1,000)
5. Calculation of Personnel Cost
6. Equipment & Materials Utilized/Costs/Mark-up
7. Itemized Costs of Plant Materials with Copies of Supporting Invoices (Enhancement Services)
8. Total Cost of Services

The Contractor shall submit the Work Order Reports within 3 business days of the completion of the services (exceptions will be made for larger scale Enhancement Services requiring more than a day of work) to the City Contract Representative. The Work Order Report shall be transmitted by facsimile or e-mail. The City's Contract Representative will review the Work Order Report and respond in writing by facsimile or e-mail to the Contractor within 4 business days to either confirm the services and costs or direct modifications.

The Contractor shall not invoice the City until it has received this confirmation. If changes are required by the City, the final invoice should reflect these modifications. The Contractor shall submit these invoices to the same address as noted above. The Work Order Report Confirmation shall be enclosed with the invoice. The invoice shall be formatted according to the terms and rates in the Proposal and Pricing Schedule. The total monetary amount on the invoice and Work Order Report shall correspond.

**C. City's Contract Representative**

In administering these services the City Public Works Director will designate a City Contract Representative who will have primary responsibility for communications with the Contractor. The role and responsibilities of the Contract Representative are implicit in many of the roles and actions attributed to the City throughout this document, and are spelled out in the following section and elsewhere herein.

**D. Communications, Site Reviews and Reporting**

Prior to the start of services under this contract the City Contract Representative will walk all of the service locations with the Contractor Representative to inspect the properties, confirm scope at each location and identify any special needs or problem areas.

The Contractor will complete and submit to the City Contract Representative a Service Report documenting each service visit for basic landscaping maintenance. The Service Report will indicate the name of the facility, the date/time of the services, the nature of services performed, and the name of the responsible technician. The Contractor will submit the Service Report to the City Contract Representative. The Contractor's failure to submit Service Reports may be reason for the City to withhold payments on the affected facilities.

The Contractor's Representative will meet with the City Contract Representative once per month to review ongoing services, the status of repairs and enhancement projects, and any special needs or problems. Two of these meetings, in April and October, will be

coordinated with Quality Audits in which the City Contract Representative and Contractor Representative will inspect all the service locations to assess the services being provided and identify any problems or issues that need attention.

## **V PERFORMANCE STANDARDS AND QUALITY ASSURANCE**

### **A. Protection, Cleaning and Restoration of Work Sites**

In providing landscaping maintenance services, the Contractor shall keep work sites clean, neat and free of debris. When services are complete, Contractor shall clean the work site and in all areas disturbed by its activities, of materials, rubbish and waste; shall remove all tools, equipment, and surplus materials from the site, and remove any temporary protection or facilities installed during its services.

### **B. Safety Precautions and Requirements**

Contractor shall take precautions to prevent accidents due to physical hazards. Contractor shall provide barricades and signage as required to protect Contractor's personnel and public from hazards and to inform them thereof. Barricades and warning signs shall comply with safety regulations. Contractor shall provide and require use of safety equipment, clothing and accessories as required by its work activities and safety regulations.

### **C. Specific Requirements for Use of Pesticides, Herbicides and Fertilizers**

Prior to commencing work under the Contract, the Contractor will supply the City with Material and Safety Data Sheets (generally in the format of OSHA Form 174) on all chemical materials to be used under the Contract. This information will be subject to review by the City's Risk Management Division, which may restrict or otherwise provide direction on the usage of certain items. The City reserves the right to refuse the use of any material the City deems to be substandard or unsuitable. During implementation of its services, the Contractor shall take necessary precautions and safety measures required by the laws and regulations governing applications of pesticides, herbicides and fertilizers. Such applications shall comply with local, state and federal restrictions. The Contractor shall submit a copy of a current pesticide license in each year it provides services under the Contract.

## **VI SPECIAL REQUIREMENTS**

### **A. Financial Recordkeeping**

The Contractor is required to maintain a complete set of records, including supporting cost documentation and service correspondence for any work performed under this agreement for the life of the Contract and one (1) year thereafter.

### **B. Subcontracting**

The City requires that these services be performed by a single contractor. If for some reason during the course of the Contract it becomes necessary for the Contractor to sub-contract any services, this sub-contracting shall be done only with approval of the City,

which shall have final approval of any subcontractor and the scope of services assigned to said subcontractor.

**C. Modifications in Contract Scope**

The City reserves the right to add or delete facilities in the Scope of Services or to modify the range of services provided at any particular facility. When changing the range of services or adding a facility to the Scope of Services, the City will solicit from the Contractor a cost proposal, which the Contractor shall develop with costs comparable to similar facilities under the Contract. When the City approves these new services (or deletes existing services) the Contract will be modified by change order to incorporate these added or deleted costs in the Contract.

**D. Right of Cancellation**

**Termination for Cause:** The City may terminate this agreement for cause upon ten (10) days prior written notice to the supplier of the contractor's default in the performance of any term of this agreement. Such termination shall be without prejudice to any of the City's rights or remedies by law.

**Termination for Convenience:** The City may terminate this agreement for its convenience at any time upon thirty (30) days written notice to the contractor. In the event of the City's termination of this agreement for convenience, the contractor will be paid for those services actually performed. Partially completed performance of the agreement will be compensated based upon a signed statement of completion to be submitted by the supplier, which shall itemize each element of performance.

**E. Insurance**

Prior to award and throughout the contract period, the successful Contractor must submit and maintain insurance in compliance with the enclosed Standard Insurance Requirement section.

**VII SITE VISITS**

It is incumbent on each Contractor or other entity that is submitting a proposal to visit the sites listed for Landscape Maintenance Services. It shall be the prospective Contractor's responsibility to determine the areas of lawn, parking lots and mulched beds; the number of ornamental shrubs and trees to be maintained; and other quantities of service under this Agreement for each Location. If clarification of property boundaries or areas of maintenance responsibility are unclear, the proposing entity shall request specific clarification in accordance with the questions schedule. The City will respond with clarifications through addendum.



**COST PROPOSAL SCHEDULE**

**LOCATION 1 - CITY HALL**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section C - Over Seeding and Aeration	\$ _____	\$ _____
Section D - Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 1 – City Hall Totals</b>	\$ _____	\$ _____

**LOCATION 2 – LAWRENCEVILLE PUBLIC WORKS FACILITY**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section C – Over Seeding and Aeration	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 2 – Lawrenceville Public Works Facility Totals</b>	\$ _____	\$ _____

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**COST PROPOSAL SCHEDULE**

**LOCATION 3 – BOULDER CREEK COFFEE, LAC & PARKING DECK**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section C – Over Seeding and Aeration	\$ _____	\$ _____
Section D – Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 3 – Visitor’s Center/Aurora Theater &amp; Parking Deck Totals</b>	\$ _____	\$ _____

**LOCATION 4 – HISTORIC COURTHOUSE/DOWNTOWN SQUARE**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section C – Over Seeding and Aeration	\$ _____	\$ _____
Section D - Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 4 – Historic Courthouse/Downtown Square Totals</b>	\$ _____	\$ _____

**COST PROPOSAL SCHEDULE**

**LOCATION 5 – HERITAGE TRAIL**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section C – Over Seeding and Aeration	\$ _____	\$ _____
Section D - Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 5 –Heritage Trail Totals</b>	\$ _____	\$ _____

**LOCATION 6 – POLICE DEPARTMENT**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section C – Over Seeding and Aeration	\$ _____	\$ _____
Section D - Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 6 –Police Department Totals</b>	\$ _____	\$ _____

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**COST PROPOSAL SCHEDULE**

**LOCATION 7 – LAWRENCEVILLE LAWN**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section C – Over Seeding and Aeration	\$ _____	\$ _____
Section D - Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 7 – Lawrenceville Lawn Totals</b>	\$ _____	\$ _____

**LOCATION 8 – COOPER PARK**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section C – Over Seeding and Aeration	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 8 – Cooper Park Totals</b>	\$ _____	\$ _____

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**COST PROPOSAL SCHEDULE**

**LOCATION 9 – RAILROAD DEPOT**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section C – Over Seeding and Aeration	\$ _____	\$ _____
Section D - Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 9 – Railroad Depot Totals</b>	\$ _____	\$ _____

**LOCATION 10 – JENKINS PARK**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section C – Over Seeding and Aeration	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 10 – Jenkins Park Totals</b>	\$ _____	\$ _____

**COST PROPOSAL SCHEDULE**

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**LOCATION 11 – INTERCHANGE (WEST CROGAN AND WEST PIKE)**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section C – Over Seeding and Aeration	\$ _____	\$ _____
Section D - Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 11 – Interchange (West Crogan and West Pike) Totals</b>	\$ _____	\$ _____

**LOCATION 12 – GATEWAY #1**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section C – Over Seeding and Aeration	\$ _____	\$ _____
Section D – Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscape Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 12 – Gateway #1 Totals</b>	\$ _____	\$ _____

**COST PROPOSAL SCHEDULE**

**LOCATION 13 – BURSON POINT**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section C – Over Seeding and Aeration	\$ _____	\$ _____
Section D - Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 13 – Burson Point Totals</b>	\$ _____	\$ _____

**LOCATION 14 – SCENIC HIGHWAY**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section C – Over Seeding and Aeration	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 14 – Scenic Highway Totals</b>	\$ _____	\$ _____

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**COST PROPOSAL SCHEDULE**

**LOCATION 15 – MAHLON BURSON WATER TREATMENT FACILITY**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section C – Over Seeding and Aeration	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 15 – Mahlon Burson Water Treatment Facility Totals</b>	\$ _____	\$ _____

**LOCATION 16 – CALABOOSE ALLEY**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A – Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B – Fertilization and Weed Control	\$ _____	\$ _____
Section E – Management of Ornamental Shrubs, Trees and Landscape Beds	\$ _____	\$ _____
Section F – Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 16 – Calaboose Alley Totals</b>	\$ _____	\$ _____



**COST PROPOSAL SCHEDULE**

**LOCATION 17 – GATEWAY INTERCHANGE 316 / 120**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section C - Over Seeding and Aeration	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 17 – 316 / 120 Interchange Totals</b>	\$ _____	\$ _____

**LOCATION 18 – BRISCOE FIELD ENTRANCE**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section C - Over Seeding and Aeration	\$ _____	\$ _____
Section D - Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 18 – Briscoe Field Entrance Totals</b>	\$ _____	\$ _____

**COST PROPOSAL SCHEDULE**

**LOCATION 19 – PARK BENCH AREAS ON PAPER MILL**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 19 – Park Bench Areas Totals</b>	\$ _____	\$ _____

**LOCATION 20 – PARKING LOT ACROSS FROM CITY HALL**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section C - Over Seeding and Aeration	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 20 – Parking Lot City Hall Totals</b>	\$ _____	\$ _____

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**COST PROPOSAL SCHEDULE**

**LOCATION 21 – GATEWAY PARK S. PERRY/CLAYTON**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section C - Over Seeding and Aeration	\$ _____	\$ _____
Section D - Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 21 – Gateway Park Totals</b>	\$ _____	\$ _____

**LOCATION 22 – PLAZA – SE CORNER NASH/CLAYTON**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section C - Over Seeding and Aeration	\$ _____	\$ _____
Section D - Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 22 – Plaza Nash/Clayton Totals</b>	\$ _____	\$ _____

**COST PROPOSAL SCHEDULE**

**LOCATION 23 – AREAS OFF DOWNTOWN SQUARE**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section C - Over Seeding and Aeration	\$ _____	\$ _____
Section D - Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 23 – Areas off Square Totals</b>	\$ _____	\$ _____

**LOCATION 24 – PARK PLACE DR. MEDIANS**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 24 – Parkplace Medians Totals</b>	\$ _____	\$ _____

**COST PROPOSAL SCHEDULE**

**LOCATION 25 – BICENTENNIAL PLAZA**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section C - Over Seeding and Aeration	\$ _____	\$ _____
Section D - Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 25 – Bicentennial Plaza Totals</b>	\$ _____	\$ _____

**LOCATION 26 – COLLEGE CORRIDOR**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section C - Over Seeding and Aeration	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 26 – College Corridor Totals</b>	\$ _____	\$ _____

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**COST PROPOSAL SCHEDULE**

**LOCATION 27 – MEDIAN IN JACKSON ST**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 27 – Median in Jackson St Totals</b>	\$ _____	\$ _____

**LOCATION 28 – CULVER/PIKE PARKING LOT**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section C - Over Seeding and Aeration	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 28 – Culver/Pike Parking lot Totals</b>	\$ _____	\$ _____

**COST PROPOSAL SCHEDULE**

**LOCATION 29 – HOTEL / PARKING DECK**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section C - Over Seeding and Aeration	\$ _____	\$ _____
Section D - Maintenance of Flower Beds and Seasonal Color	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 29 – Hotel / Parking Deck Totals</b>	\$ _____	\$ _____

**OPTIONAL SERVICES**

**LOCATION 30 – LAWRENCEVILLE SUWANEE ROAD**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 30 – Lawrenceville Suwanee Road Totals</b>	\$ _____	\$ _____

**COST PROPOSAL SCHEDULE**

**LOCATION 31 – CEMETERY ALONG ATHA ST.**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 31 – Cemetery along Atha St. Totals</b>	\$ _____	\$ _____

**LOCATION 31 – HISTORIC CEMETERY**

	<u>Monthly Cost</u>	<u>Yearly Extended Cost</u>
Section A - Lawn Mowing/Trimming/Edging	\$ _____	\$ _____
Section B - Fertilization and Weed Control	\$ _____	\$ _____
Section E - Management of Ornamental Shrubs, Trees and Landscaped Beds	\$ _____	\$ _____
Section F - Removal of Trash and Debris from Parking Lots and Walkways	\$ _____	\$ _____
<b>Location 31 – Historic Cemetery Totals</b>	\$ _____	\$ _____



**SUBMIT THIS PAGE IN SEPARATE SEALED ENVELOPE**

**COST PROPOSAL SCHEDULE**

**OPTIONAL ITEMS**

Description of Service per Specifications

Price per Square Foot

Aeration	\$ _____
Lime Application	\$ _____
Pesticide Application	\$ _____
Fungicide Application	\$ _____

**ENHANCEMENT SERVICES**

<u>Title of Worker</u>	<u>Rate per Hour*</u>	<u>Overtime Rate**</u>
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____

\* The Hourly Rate shall include all costs for travel time and vehicle usage

\*\* Overtime shall be defined as the hours above and beyond the Contractor's basic 8 hour work day, and any time on Saturday, Sunday, or a City/Contractor Recognized Holiday

	<b>LOCATION</b>	<b>LOCATION TOTAL</b>
1.	City Hall	\$ _____
2.	Lawrenceville Public Works Facility	\$ _____
3.	Boulder Creek-LAC-Parking Deck	\$ _____
4.	Historic Courthouse/Downtown Square	\$ _____
5.	Heritage Trail	\$ _____
6.	Police Department	\$ _____
7.	Lawrenceville Lawn	\$ _____
8.	Cooper Park	\$ _____
9.	Railroad Depot Area	\$ _____
10.	Jenkins Park	\$ _____
11.	The Interchange	\$ _____
12.	Gateway #1	\$ _____
13.	Burson Point	\$ _____

**SUBMIT THIS PAGE IN SEPARATE SEALED ENVELOPE**

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14.	Scenic Highway	\$
15.	Mahlon Burson Water Treatment Facility	\$
16.	Calaboose Alley	\$
17.	Gateway Interchange	\$
18.	Briscoe Field Entrance	\$
19.	Park Bench Areas	\$
20.	Parking Lot across from City Hall	\$
21.	Gateway Park	\$
22.	Plaza	\$
23.	Areas just off Downtown Square	\$
24.	Park Place Dr. Medians	\$
25.	Bicentennial Plaza	\$
26.	College Corridor	\$
27.	Median in Jackson St.	\$
28.	Culver/Pike Parking lot	\$
29.	Hotel / Parking Deck	\$
	<b>GRAND TOTAL</b>	\$

**OPTIONAL SERVICES**

30.	Lawrenceville Suwanee Road	\$
31.	Cemetery along Atha St.	\$
32.	Historic Cemetery	\$

The City of Lawrenceville requires pricing to remain firm for the duration of the initial term of the contract. Failure to hold firm pricing for the initial term of the contract will be sufficient cause for the City to declare proposal non-responsive.

Unless otherwise noted below, proposal prices will remain firm for four (4) additional one year renewal periods. If a percentage increase or decrease will be a part of the renewal periods, please note this in the space provided together with an explanation.

Renewal Option 1: \_\_\_\_\_

Renewal Option 2: \_\_\_\_\_

Renewal Option 3: \_\_\_\_\_

Renewal Option 4: \_\_\_\_\_

Termination for Cause: The City may terminate this agreement for cause upon ten (10) days prior written notice to the supplier of the contractor's default in the performance of any term of this agreement. Such termination shall be without prejudice to any of the City's rights or remedies by law.

**SUBMIT THIS PAGE IN SEPARATE SEALED ENVELOPE**

8.

**COST PROPOSAL SCHEDULE**

Termination for Convenience: The City may terminate this agreement for its convenience at any time upon thirty (30) days written notice to the contractor. In the event of the City's termination of this agreement for convenience, the contractor will be paid for those services actually performed. Partially completed performance of the agreement will be compensated based upon a signed statement of completion to be submitted by the supplier, which shall itemize each element of performance.

Certification of Non-Collusion in Bid Preparation

Signature	Date
-----------	------

The City requires that all who enter into a contract for the physical performance of services with the City must satisfy O.C.G.A. § 13-10-91 and Rule 300-10-1-.02, in all manner, and such are conditions of the contract.

In compliance with the attached specifications, the undersigned offers and agrees, if this proposal is accepted by the City Council within ninety (90) days of the date of proposal opening, to furnish any or all of the items upon which prices are quoted, at the price set opposite each item, delivered to the designated point(s) within the time specified in the Cost Proposal Schedule.

Legal Business Name \_\_\_\_\_

Federal Tax ID \_\_\_\_\_

Address \_\_\_\_\_

Representative Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Telephone Number \_\_\_\_\_

E-mail address \_\_\_\_\_

**ANNUAL  
SERVICE PROVIDER CONTRACT  
SAMPLE CONTRACT**

This **CONTRACT** made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the City of Lawrenceville, Georgia, a Georgia Municipal Corporation, duly organized and existing under the laws of the State of Georgia (Party of the First Part, hereinafter called the "City"), and, \_\_\_\_\_ (Party of the Second Part, hereinafter called the "Service Provider").

**NOW THEREFORE**, for and in consideration of the mutual promises and obligations contained herein and under the conditions hereinafter set forth, the parties do hereby agree as follows:

**1. TERM:**

This contract shall commence \_\_\_\_\_, for a one (1) year period with four (4) additional one-year options to renew.

**2. ATTACHMENTS:**

Copies of the Service Provider's proposal, including all drawings, specifications, price lists, Instructions to Bidders, General Conditions, Special Provisions, and Detailed Specifications submitted to the City during the Bid process (hereinafter collectively referred to as the "Bid ") are attached hereto (Exhibit A) and are specifically incorporated herein by reference. In the event of a conflict between the City's contract documents and the Bid, the City's contract documents shall control.

**3. PERFORMANCE:**

Service Provider agrees to furnish all skill and labor of every description necessary to carry out and complete in good, firm and substantial, workmanlike manner, the work specified, in strict conformity with the Bid.

**4. PRICE:**

As full compensation for the performance of this Contract, the City shall pay the Service Provider for the actual quantity of work performed. Bid amount shown on Exhibit A is the total obligation of the City pursuant to OCGA section 36-60-13 (a) (3). The fees for the work to be performed under this Contract shall be charged to the City in accordance with the rate schedule referenced in the Bid (Exhibit A). The City agrees to pay the Service Provider following receipt by the City of a detailed invoice, reflecting the actual work performed by the Service Provider.

**5. INDEMNIFICATION AND HOLD HARMLESS:**

Service Provider agrees to protect, defend, indemnify, and hold harmless the CITY, its Mayor, City Council members, officers, agents and employees from and against any and all liability, damages, claims, suits, liens, expenses, and judgments, for whatever nature, including claims for contribution and/or indemnification, for injuries to or death of any person or persons, or damage to the property or other rights of any person or persons to the extent arising out of and attributed to the negligence, recklessness, or intentionally wrongful conduct of the Service Provider or other persons employed or utilized by the Service Provider in the performance of the contract. Service Provider's obligation to protect, defend, indemnify, and hold harmless, as set forth hereinabove shall include any matter arising out of any patent, trademark, copyright, or service mark, or any actual or alleged unfair competition disparagement of product or service, or other business tort of any type whatsoever, or any actual or alleged violation of trade regulations.

Service Provider further agrees to protect, defend, indemnify, and hold harmless the CITY, its Mayor, City Council members, officers, agents, and employees from and against any and all claims or liability for compensation under the Worker's Compensation Act arising out of injuries sustained by any employee of

the Service Provider.

**6. TERMINATION FOR CAUSE:**

The City may terminate this Contract for cause upon ten (10) days prior written notice to the Service Provider of the Service Provider's default in the performance of any term of this Contract. Such termination shall be without prejudice to any of the City's rights or remedies provided by law.

**7 TERMINATION FOR CONVENIENCE:**

The City may terminate this Contract for its convenience at any time upon 30 days written notice to the Service Provider. In the event of the City's termination of this Contract for convenience, the Service Provider will be paid for those services actually performed. Partially completed performance of the Contract will be compensated based upon a signed statement of completion to be submitted by the Service Provider who shall itemize each element of performance.

**8. CONTRACT NOT TO DISCRIMINATE:**

During the performance of this Contract, the Service Provider will not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, age, or disability which does not preclude the applicant or employee from performing the essential functions of the position. The Service Provider will also, in all solicitations or advertisements for employees placed by qualified applicants, consider the same without regard to race, creed, color, sex, national origin, age, or disability which does not preclude the applicant from performing the essential functions of the job. The Service Provider will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Contract so that such provision will be binding upon each subservice provider, providing that the foregoing provisions shall not apply to contracts or subservice providers for standard commercial supplies of raw materials.

**9. ASSIGNMENT:**

The Service Provider shall not sublet, assign, transfer, pledge, convey, sell or otherwise dispose of the whole or any part of this Contract or his right, title, or interest therein to any person, firm, or corporation without the previous consent of the City in writing.

**10. WAIVER:**

A waiver by either party of any breach of any provision, term, covenant, or condition of this Contract shall not be deemed a waiver of any subsequent breach of the same or any other provision, term, covenant, or condition.

**11 SEVERABILITY:**

The parties agree that each of the provisions included in this Contract is separate, distinct and severable from the other and remaining provisions of this Contract, and that the invalidity of any Contract provision shall not affect the validity of any other provision or provisions of this Contract.

**12. GOVERNING LAW:**

The parties agree that this Contract shall be governed and construed in accordance with the laws of the State of Georgia. This Contract has been signed in Gwinnett County, Georgia.

**13. MERGER CLAUSE:**

The parties agree that the terms of this Contract include the entire Contract between the parties, and as such, shall exclusively bind the parties. No other representations, either oral or written, may be used to contradict the terms of this Contract.

(Signatures Next Page)

**IN WITNESS WHEREOF**, the parties hereto, acting through their duly authorized agents, have caused this **CONTRACT** to be signed, sealed and delivered.

LAWRENCEVILLE, GEORGIA

By: \_\_\_\_\_  
David R. Still, Mayor  
City of Lawrenceville, Georgia

ATTEST:

\_\_\_\_\_  
Signature

Karen Pierce, City Clerk  
City of Lawrenceville, Georgia

APPROVED AS TO FORM:

\_\_\_\_\_  
Signature  
City of Lawrenceville Attorney  
Pereira, Kirby, Kinsinger & Nguyen, LLP

SERVICE PROVIDER: \_\_\_\_\_

BY: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

ATTEST:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name  
Corporate Secretary  
(Seal)



# LAWRENCEVILLE

## GEORGIA

**Solicitation Name & No.** Provision of Landscape and Maintenance Services on an Annual Contract; RP003-24

### Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10- 91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Name of Public Employer

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City/State/Zip Code

Executed on \_\_\_\_\_, \_\_\_\_\_, 20\_\_\_\_ in \_\_\_\_\_ (city), \_\_\_\_\_ (state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

NOTARY PUBLIC  
My Commission Expires: \_\_\_\_\_



## STANDARD INSURANCE REQUIREMENTS

(For projects less than \$1,000,000)

1. Statutory Workers' Compensation Insurance
  - (a) Employers Liability:
    - ✓ Bodily Injury by Accident - \$100,000 each accident
    - ✓ Bodily Injury by Disease - \$500,000 policy limit
    - ✓ Bodily Injury by Disease - \$100,000 each employee
  
2. Commercial General Liability Insurance
  - (a) \$500,000 limit of liability per occurrence for bodily injury and property damage
  - (b) The following additional coverage must apply:
    - ✓ 1986 (or later) ISO Commercial General Liability Form
    - ✓ Dedicated Limits per Project Site or Location (CG 25 03 or CG 25 04)
    - ✓ Additional Insured Endorsement (Form B CG 20 10 with a modification for completed operations or a separate endorsement covering Completed Operations)
    - ✓ Blanket Contractual Liability
    - ✓ Broad Form Property Damage
    - ✓ Severability of Interest
    - ✓ Underground, explosion, and collapse coverage
    - ✓ Personal Injury (deleting both contractual and employee exclusions)
    - ✓ Incidental Medical Malpractice
    - ✓ Hostile Fire Pollution Wording
  
3. Auto Liability Insurance
  - (a) \$500,000 limit of liability per occurrence for bodily injury and property damage
  - (b) Comprehensive form covering all owned, non-owned, leased, hired, and borrowed vehicles
  - (c) Additional Insured Endorsement
  - (d) Contractual Liability
  
4. Umbrella Liability Insurance - \$1,000,000 limit of liability
  - (a) The following additional coverage must apply
    - ✓ Additional Insured Endorsement
    - ✓ Concurrency of Effective Dates with Primary
    - ✓ Blanket Contractual Liability
    - ✓ Drop Down Feature
    - ✓ Care, Custody, and Control - Follow Form Primary
    - ✓ Aggregates: Apply Where Applicable in Primary
    - ✓ Umbrella Policy must be as broad as the primary policy
  
5. The City of Lawrenceville should be shown as an additional insured on General Liability, Auto Liability and Umbrella Liability policies.
  
6. The cancellation should provide 10 days notice for nonpayment and 30 days notice of cancellation.
  
7. Certificate Holder should read:

City of Lawrenceville  
70 S. Clayton St.  
P.O. Box 2200  
Lawrenceville, Georgia 30046
  
8. Insurance Company, except Worker' Compensation carrier, must have an A.M. Best Rating of A-5 or higher. Certain Workers' Comp funds may be acceptable by the approval of the Insurance Unit. European markets including those based in London and domestic surplus lines markets that operate on a non-admitted basis are exempt from this requirement provided that the contractor's broker/agent can provide financial data to establish that a market is equal to or exceeds the financial strengths associated with the A.M. Best's rating of A-5 or better.

9. Insurance Company should be licensed to do business by the Georgia Department of Insurance.
10. Certificates of Insurance, and any subsequent renewals, must reference specific bid/contract by project name and project/bid number.
11. The Contractor shall agree to provide complete certified copies of current insurance policy (ies) or a certified letter from the insurance company (ies) if requested by the City to verify the compliance with these insurance requirements.
12. All insurance coverages required to be provided by the Contractor will be primary over any insurance program carried by the City.
13. Contractor shall incorporate a copy of the insurance requirements as herein provided in each and every subcontract with each and every Subcontractor in any tier, and shall require each and every Subcontractor of any tier to comply with all such requirements. Contractor agrees that if for any reason Subcontractor fails to procure and maintain insurance as required, all such required Insurance shall be procured and maintained by Contractor at Contractor's expense.
14. No Contractor or Subcontractor shall commence any work of any kind under this Contract until all insurance requirements contained in this Contract have been complied with and until evidence of such compliance satisfactory to the City of Lawrenceville as to form and content has been filed with the City. **The Acord Certificate of Insurance or a preapproved substitute is the required form in all cases where reference is made to a Certificate of Insurance or an approved substitute.**
15. The Contractor shall agree to waive all rights of subrogation against the City of Lawrenceville, the Mayor, City Council members, its officers, officials, employees, and volunteers from losses arising from work performed by the contractor for the City.
16. Special Form Contractors' Equipment and Contents Insurance covering owned, used, and leased equipment, tools, supplies, and contents required to perform the services called for in the Contract. The coverage must be on a replacement cost basis. The City will be included as a Loss Payee in this coverage for City owned equipment, tools, supplies, and contents.
17. The Contractor shall make available to the City, through its records or records of their insurer, information regarding a specific claim related to any City project. Any loss run information available from the contractor or their insurer relating to a City project will be made available to the City upon their request.
18. Compliance by the Contractor and all subcontractors with the foregoing requirements as to carrying insurance shall not relieve the Contractor and all Subcontractors of their liability provisions of the Contract.
19. The Contractor and all Subcontractors are to comply with the Occupational Safety and Health Act of 1970, Public Law 91-956, and any other laws that may apply to this Contract.
20. The Contractor shall at a minimum apply risk management practices accepted by the contractors' industry.

**CITY OF LAWRENCEVILLE  
PURCHASING DEPARTMENT  
GENERAL INSTRUCTIONS FOR PROPOSERS, TERMS AND CONDITIONS**

**I. PREPARATION OF PROPOSALS**

- A. Each proposer shall examine the drawings, specifications, schedule and all instructions. Failure to do so will be at the proposer’s risk.
- B. Each proposer shall furnish all information required by the proposal form or document. Each proposer shall sign the proposal and print or type his or her name on the schedule. The person signing the proposal must initial erasures or other changes. An authorized agent of the company must sign proposals.
- C. Individuals, firms and businesses seeking an award of a City of Lawrenceville contract may not initiate or continue any verbal or written communications regarding a solicitation with any City officer, elected official, employee or other City representative without permission of the Purchasing Associate named in the solicitation between the date of the issuance of the solicitation and the date of the final contract award by the City Council. Violations will be reviewed by the Purchasing Manager. If determined that such communication has compromised the competitive process, the offer submitted by the individual, firm or business may be disqualified from consideration for award.
- D. Sample contracts (if pertinent) are attached. These do NOT have to be filled out with the bid/proposal submittal, but are contained for informational purposes only. If awarded, the successful proposer(s) will be required to complete them prior to contract execution.
- E. Effective, July 1, 2013 and in accordance with the Georgia Illegal Reform and Enforcement, an original signed, notarized and fully completed Contractor Affidavit and Agreement should be included with your bid/proposal submittal, if the solicitation is for the physical performance of services for all labor or service contract(s) that exceed \$2,499.99 (except for services performed by an individual who is licensed pursuant to Title 26, Title 43, or the State Bar of Georgia). Failure to provide the Contractor Affidavit and Agreement with your bid/proposal submittal may result in bid/proposal being deemed non-responsive and automatic rejection.

**II. DELIVERY**

- A. Each proposer should state time of proposed delivery of goods or services.
- B. Words such as “immediate,” “as soon as possible,” etc. shall not be used. The known earliest date or the minimum number of calendar days required after receipt of order (delivery A.R.O.) shall be stated (if calendar days are used, include Saturday, Sunday and holidays in the number).

**III. EXPLANATION TO PROPOSERS**

Any explanation desired by a proposer regarding the meaning or interpretation of the request for proposals, drawings, specifications, etc. must be requested by the question cutoff deadline stated in the solicitation in order for a reply to reach all proposers before the close of the proposal. Any information given to a prospective proposer concerning a request for proposal will be furnished to all prospective proposers as an addendum to the invitation if such information is necessary or if the lack of such information would be prejudicial to uninformed proposers. The written proposal document supersedes any verbal or written communication between the parties. Receipt of addenda should be acknowledged in the proposal. **It is the proposer’s responsibility to ensure that they have all applicable addenda prior to proposal submittal.** This may be accomplished via contact with the assigned Procurement Agent prior to proposal submittal.

**IV. SUBMISSION OF PROPOSALS**

- A. Proposals shall be enclosed in a sealed package, addressed to the City of Lawrenceville Purchasing Office with the name and address of the proposer, the date and hour of opening, and the request for proposal number on the face of the package. Telegraphic/faxed proposals will not be considered. Any addenda should be enclosed in the sealed envelopes as well.
- B. ADD/DEDUCT: Add or deduct amounts indicated on the outside of the envelope are allowed and will be applied to the lump sum amount. Amount shall be clearly stated and should be initialed by an authorized company representative.
- C. Samples of items, when required, must be submitted within the time specified and, unless otherwise specified by the City, at no expense to the City. Unless otherwise specified, samples will be returned at the proposer’s request and expense if testing does not destroy items.
- D. Items offered must meet required specifications and must be of a quality that will adequately serve the use and purpose for which intended.
- E. Full identifications of each item proposed, including brand name, model, catalog number, etc. must be furnished to identify exactly what the proposer is offering. Manufacturer’s literature may be furnished.
- F. The proposer must certify that items to be furnished are new and that the quality has not deteriorated so as to impair its usefulness.
- G. Unsigned proposals will not be considered except in cases where proposal is enclosed with other documents that have been signed. The City will determine this.
- H. City of Lawrenceville is exempt from federal excise tax and Georgia sales tax with regard to goods and services purchased directly by City of Lawrenceville. Suppliers and contractors are responsible for federal excise tax and sales tax, including taxes for materials incorporated in City construction projects. Suppliers and contractors should contact the State of Georgia Sales Tax Division for additional information.
- I. Information submitted by a proposer in the proposal process shall be subject to disclosure after proposal award in accordance with the Georgia Open Records Act. Proprietary information must be identified. Entire proposals may not be deemed proprietary.

**V. WITHDRAWAL OF PROPOSAL DUE TO ERRORS**

No proposer who is permitted to withdraw a proposal shall, for compensation, supply any material or labor or perform any subcontract or other work agreement for the person or firm to whom the contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn proposal was submitted.

To withdraw a proposal after proposal opening, the supplier has up to forty-eight (48) hours to notify the City of Lawrenceville Purchasing Office of an obvious clerical error made in calculation of proposal. Withdrawal of bid bond for this reason must be done in writing. Suppliers who fail to request withdrawal of proposal by the required forty-eight (48) hours shall automatically forfeit bid bond. Bid bond may not be withdrawn otherwise.

Proposal withdrawal is not automatically granted and will be allowed solely at City of Lawrenceville’s discretion.

**VI. TESTING AND INSPECTION**

Since tests may require several days for completion, the City reserves the right to use a portion of any supplies before the results of the tests are determined. Cost of inspections and tests of any item that fails to meet the specifications shall be borne by the proposer.

**VII. F.O.B. POINT**

Unless otherwise stated in the request for proposal and any resulting contract, or unless qualified by the proposer, items shall be shipped F.O.B. Destination. The seller shall retain title for the risk of transportation, including the filing for loss or damages. The invoice covering the items is not payable until items are delivered and the contract of carriage has been completed. Unless the F.O.B. clause states otherwise, the seller assumes transportation and related charges either by payment or allowance.

**VIII. PATENT INDEMNITY**

The contractor guarantees to hold the City, its agents, officers or employees harmless from liability of any nature or kind for use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, articles or appliances furnished or used in the performance of the contract, for which the contractor is not the patentee, assignee or licensee.

**IX. BID BONDS AND PAYMENT AND PERFORMANCE BONDS (IF REQUIRED)**

A five percent (5%) bid bond, a one hundred percent (100%) performance bond, and a one hundred percent (100%) payment bond must be furnished to City of Lawrenceville for any proposal as required in the proposal package or document. **Failure to submit a bid bond with the proper rating will result in the proposal being deemed non-responsive.** Bonding company must be authorized to do business in Georgia by the Georgia Insurance Commission, listed in the Department of the Treasury’s publication of companies holding certificates of authority as acceptable surety on Federal bonds and as acceptable reinsuring companies, and have an A.M. Best rating as stated in the insurance requirement of the solicitation. **The bid bond, payment bond, and performance bond must have the proper an A.M. Best rating as stated in the proposal when required in the proposal package or document.**

**X. DISCOUNTS**

- A. Time payment discounts will be considered in arriving at net prices and in award of proposal. Offers of discounts for payment within ten (10) days following the end of the month are preferred.
- B. In connection with any discount offered, time will be computed from the date of delivery and acceptance at destination, or from the date correct invoice or voucher is received, whichever is the later date. Payment is deemed to be made for the purpose of earning the discount, on the date of the City check.

**XI. AWARD**

- A. Award will be made to the highest scoring responsive and responsible proposer according to the criteria stated in the proposal documents. The City may make such investigations as it deems necessary to determine the ability of the proposer to perform, and the proposer shall furnish to the City all such information and data for this purpose as the City may request. The City reserves the right to reject any proposal if the evidence submitted by, or investigation of, such proposer fails to satisfy the City that such proposer is properly qualified to carry out the obligations of the contract.
- B. The City reserves the right to reject or accept any or all proposals and to waive technicalities, informalities and minor irregularities in the proposals received.
- C. The City reserves the right to make an award as deemed in its best interest, which may include awarding a proposal to a single proposer or multiple proposers; or to award the whole proposal, only part of the proposal, or none of the proposal to single or multiple proposers, based on its sole discretion of its best interest.
- D. In the event scores rounded to the nearest whole number result in a tie score, the award will be based on lowest cost.
- E. In the event that negotiations with the highest ranked firm are unsuccessful the City may then negotiate with the second ranked firm and so on until a satisfactory agreement has been reached.

**XII. DELIVERY FAILURES**

Failure of a contractor to deliver within the time specified or within reasonable time as interpreted by the Purchasing Manager, or failure to make replacements of rejected articles/ services when so requested, immediately or as directed by the Purchasing Manager, shall constitute authority for the Purchasing Manager to purchase in the open market articles/services of comparable grade to replace the articles/services rejected or not delivered. On all such purchases, the contractor shall reimburse the City within a reasonable time specified by the Purchasing Manager for any expense incurred in excess of contract prices, or the City shall have the right to deduct such amount from monies owed the defaulting contractor. Alternatively, the City may penalize the contractor one percent (1%) per day for a period of up to ten (10) days for each day that delivery or replacement is late. Should public necessity demand it, the City reserves the right to use or consume articles/services delivered which are substandard in quality, subject to an adjustment in price to be determined by the Purchasing Manager.

**XIII. CITY FURNISHED PROPERTY**

The City will furnish no material, labor or facilities unless so provided in the RFP.

**XIV. REJECTION OF PROPOSALS**

Failure to observe any of the instructions or conditions in this request for proposal shall constitute grounds for rejection of proposal.

**XV. CONTRACT**

Each proposal is received with the understanding that the acceptance in writing by the City of the offer to furnish any or all of the commodities or services described therein shall constitute a contract between the proposer and the City which shall bind the proposer on his part to furnish and deliver the articles quoted at the prices stated in accordance with the conditions of said accepted proposal. The City, on its part, may order from such contractor, except for cause beyond reasonable control, and to pay for, at the agreed prices, all articles specified and delivered.

Upon receipt of a proposal containing a City of Lawrenceville "Sample Contract" as part of the requirements, it is understood that the proposer has reviewed the documents with the understanding that City of Lawrenceville requires that all agreements between the parties must be entered into via these documents. If any exceptions are taken to any part, each exception must be stated in detail and submitted as part of the proposal document. If no exceptions are stated, it is assumed that the proposer fully agrees to the "Sample Contract" in its entirety.

When the contractor has performed in accordance with the provisions of this agreement, City of Lawrenceville shall pay to the contractor, within thirty (30) days of receipt of any department approved payment request and based upon work completed or service provided pursuant to the contract, the sum so requested, less the retainage stated in this agreement, if any. In the event that City of Lawrenceville fails to pay the contractor within sixty (60) days of receipt of a pay request based upon work completed or service provided pursuant to the contract, the City shall pay the contractor interest at the rate of ½% per month or pro rata fraction thereof, beginning the sixty-first (61<sup>st</sup>) day following receipt of pay requests. The contractor's acceptance of progress payments or final payment shall release all claims for interest on said payment.

**XVI. NON-COLLUSION**

Proposer declares that the proposal is not made in connection with any other proposer submitting a proposal for the same commodity or commodities, and that the proposal is bona fide and is in all respects fair and without collusion or fraud. Each proposer, if included in proposal documents, shall execute an affidavit of non-collusion. Collusion and fraud in bid preparation shall be reported to the State of Georgia Attorney General and the United States Justice Department.

**XVII. DEFAULT**

The contract may be canceled or annulled by the Purchasing Manager in whole or in part by written notice of default to the contractor upon non-performance or violation of contract terms. An award may be made to the next highest rated responsive and responsible proposer, or articles specified may be purchased on the

open market similar to those so terminated. In either event, the defaulting contractor (or his surety) shall be liable to the City for costs to the City in excess of the defaulted contract prices; provided, however, that the contractor shall continue the performance of this contract to the extent not terminated under the provisions of this clause. Failure of the contractor to deliver materials or services within the time stipulated on his proposal, unless extended in writing by the Purchasing Manager, shall constitute contract default.

**XVIII. TERMINATION FOR CAUSE**

The City may terminate this agreement for cause upon ten days prior written notice to the contractor of the contractor’s default in the performance of any term of this agreement. Such termination shall be without prejudice to any of the City’s rights or remedies by law.

**XIX. TERMINATION FOR CONVENIENCE**

The City may terminate this agreement for its convenience at any time upon 30 days written notice to the contractor. In the event of the City’s termination of this agreement for convenience, the contractor will be paid for those services actually performed. Partially completed performance of the agreement will be compensated based upon a signed statement of completion to be submitted by the contractor, which shall itemize each element of performance.

**XX. DISPUTES**

Except as otherwise provided in the contract documents, any dispute concerning a question of fact arising under the contract which is not disposed of shall be decided after a hearing by the Purchasing Manager who shall reduce his/her decision to writing and mail or otherwise furnish a copy thereof to the contractor. The decision of the Purchasing Manager shall be final and binding; however, the contractor shall have the right to appeal said decision to a court of competent jurisdiction.

**XXI. SUBSTITUTIONS:**

Proposers offering and quoting on substitutions or who are deviating from the attached specifications shall list such deviations on a separate sheet to be submitted with their proposal. The absence of such a substitution list shall indicate that the proposer has taken no exception to the specifications contained therein.

**XXII. INELIGIBLE PROPOSERS**

The City may choose not to accept the proposal of one who is in default on the payment of taxes, licenses or other monies owed to the City. Failure to respond three (3) consecutive times for any given commodity may result in removal from the list under that commodity.

**XXIII. AMERICANS WITH DISABILITIES ACT:**

All contractors for City of Lawrenceville are required to comply with all applicable sections of the Americans with Disabilities Act (ADA) as an equal opportunity employer. In compliance with the Americans with Disabilities Act (ADA), City of Lawrenceville provides reasonable accommodations to permit a qualified applicant with a disability to enjoy the privileges of employment equal to those employees without disabilities. Disabled individuals must satisfy job requirements for education background, employment experience, and must be able to perform those tasks that are essential to the job with or without reasonable accommodations.

**XXVI. ALTERATIONS OF SOLICITATION AND ASSOCIATED DOCUMENTS:**

Alterations of City documents are strictly prohibited and will result in automatic disqualification of the firm’s solicitation response. If there are “exceptions” or comments to any of the solicitation requirements or other language, then the firm may make notes to those areas, but may not materially alter any document language.

**XXVII. TAX LIABILITY:**

Local and state governmental entities must notify contractors of their use tax liability on public works projects. Under Georgia law, private contractors are responsible for paying a use tax equal to the sales tax rate on material and equipment purchased under a governmental exemption that is incorporated into a government construction project: excluding material and equipment provided for the installation, repair, or expansion of a public water, gas or sewer system when the property is installed for general distribution

purposes. To the extent the tangible personal property maintains its character (for example the installation of a kitchen stove), it remains tax-exempt. However, if the installation incorporates the tangible personal property into realty, e.g., the installation of sheetrock, it becomes taxable to the private contractor. See O.C.G.A. 48-8-3(2) and O.C.G.A. 48-8-63

**XXVIII. STATE LAW REGARDING WORKER VERIFICATION**

Effective July 1, 2013 State Law requires that all who enter into a contract for the physical performance of services for all labor or service contract(s) that exceed \$2,499.99 (except for services performed by an individual who is licensed pursuant to Title 26, Title 43, or the State Bar of Georgia) for the City, must satisfy the Illegal Immigration Reform and Enforcement Act, in all manner, and such are conditions of the contract.

The City shall be authorized to conduct random audits of a contractor’s or subcontractors’ compliance with the Illegal Immigration Reform and Enforcement Act and the rules and regulations of the Georgia Department of Labor. The contractor and subcontractors shall retain all documents and records of its compliance for a period of five (5) years following completion of the contract. This requirement shall apply to all contracts for all labor or service contracts that exceed \$2,499.99 except for services performed by an individual who is licensed pursuant to Title 26, Title 43, or the State Bar of Georgia.

Whenever it appears that a contractor’s or subcontractor’s records are not sufficient to verify the work eligibility of any individual in the employ of such contractor or subcontractor, the Purchasing Manager shall report same to the Department of Homeland Security and may result in termination of the contract if it is determined at any time during the work that the contractor/or subcontractor is no longer in compliance with the Illegal Immigration Reform and Enforcement Act.

**XXIX. GENERAL CONTRACTORS LICENSE**

Effective July 1, 2008: All General Contractors must have a current valid license from the State Licensing Board for Residential and General Contractors, unless specifically exempted from holding such license pursuant to Georgia law (O.C.G.A. Section 43-41-17).

**XXX. INDEMNIFICATION**

To the fullest extent permitted by law, the Contractor shall, at his sole cost and expense, indemnify, defend, satisfy all judgments, and hold harmless the City, the engineer, and their agents and employees from and against all claims, damages, actions, judgments, costs, penalties, liabilities, losses and expenses, including, but not limited to, attorney’s fees arising out of or resulting from the performance of the work, provided that any such claim, damage, action, judgment, cost, penalty, liability, loss or expense (1) is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom, and (2) is caused in whole or in part by any act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless whether such claim is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge or otherwise reduce any of the rights or obligations of indemnity which would otherwise exist as to any party or person described in this agreement. In any and all claims against the City, the engineer, or any of their agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation contained herein shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any subcontractor under Worker's Compensation Acts, disability benefit acts, or other employee benefit acts.

**XXXI. GEORGIA 811**

Effective July 1, 2014: The Georgia Utility Facility Protection Act (GUFPA) was established to protect the underground utility infrastructure of Georgia. GUFPA mandates that, before starting any mechanized digging or excavation work, the contractor is required to contact Georgia 811 at least 48 hours but no more than 10 working days in advance to have utility lines marked. This law covers activities such as excavation, tunneling, grading, boring, demolition or any similar work pursuant to Georgia law (O.C.G.A. Title 25, Chapter 9).





PROPOSAL FOR PARTNERSHIP

WITH

The City of Lawrenceville



 ORIGINAL

Request for Proposal

RP003-24

Provision of Landscape and Maintenance Services on an Annual Contract



September 4, 2023

City of Lawrenceville  
Lawrenceville Finance Department  
70 S. Clayton Street  
Main Level, Room M46A  
Lawrenceville, GA 30046

**RP003-24 Provision of Landscape and Maintenance Services on an Annual Contract**

Dear Selection Committee,

We would like to sincerely thank you for your consideration of our team to provide Landscape and Maintenance Services for the City of Lawrenceville.

Ed Castro Landscape has been providing Landscape Maintenance Services in the Metro-Atlanta region for more than 30 years. Our reputation and experience managing landscapes for municipalities, such as the services requested by Lawrenceville, is demonstrative of our ability to successfully handle large-scale landscaping operations. Gwinnett County, DeKalb County, Clayton County and the City of Atlanta are examples which account for several thousand acres of maintenance currently being managed by our company.

We offer Lawrenceville a staff, from executive leadership to production associates, that has a history of working extremely well as a team and with our clients. We have the mechanisms and planning in place to quickly execute all tasks as outlined in the RFP. We have viewed each of the 29 sites, as well as the sites for Optional Services. We will partner with Lawrenceville to elevate services at each location, from City Hall to the Culver/Pike Parking Lot, ensuring that each property is given exceptional service.

It is our pleasure to submit the right team, present the right qualifications, and the right knowledge base to execute the work.

Respectfully Submitted,

Mr. Edward Castro, President  
Mariani Enterprises, LLC. dba  
Ed Castro Landscape  
1125 Old Ellis Road  
Roswell, GA 30076  
770-998-8444  
e.castro@edcastro.com

## ECL COMPANY OVERVIEW

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Since 1992, Ed Castro Landscape (ECL) has been creating and maintaining the finest outdoor spaces in the South. ECL is an award-winning landscape firm that provides full landscape services from design to installation to long-term maintenance and enhancements. Along with providing exceptional service to our clients, we pride ourselves on being an environmentally responsible company which strives to go green in every facet of our operation.

Our team is led by Founder and President of ECL, Ed Castro. Ed received a degree in Landscape Architecture from the University of Georgia. Over the last 30 years, ECL has strived for and achieved recognition in commercial landscape and Public Works Projects in the Greater Atlanta area.

We have developed a multi-faceted team and methodology that has proven to be successful in the management of municipal facilities in the region. We obtained recognition as not only a leader in landscape design and maintenance services, but a partner with our clients and our community. Supporting Ed is our Vice President, Jim Davis and our team of qualified and experienced account and customer service managers Aaron Vilchez, Rob Koch and Joshua Steele. Our managers possess decades of experience between them, helping shape the ECL strategic approach toward smart commercial growth with an emphasis on customer relations management.

Our goal is to implement tested and proven methodology to create a healthy, green and visually stunning environmental experience for the residents, visitors and guests of the City of Lawrenceville. ECL proposes a Management Plan to effectively implement a sound landscaping program, reinforced by consistent action to achieve increased efficiencies and improved quality each year. We continually develop long term partnerships while engaging employees who can grow and learn new skills valuable to our company and the City of Lawrenceville.

We welcome the opportunity to partner with Lawrenceville and provide a service model that assures its public landscapes are well maintained, safe and clean. Our team that will lead the daily execution of services is confident that the combination of our reliably detailed and consistent communication, strong and diverse foundation, and dedicated landscape professionals are up to the challenge of maintaining the ever-improving living landscapes throughout the community.

REFERENCES

- 1. **City of Atlanta Department of Watershed Management:** Green Infrastructure and Landscape Services.  
Key Staff: Ed Castro, Jim Davis, Aaron Vilchez, Rob Koch.

BRIEF WORK DESCRIPTION: Multiple landscape maintenance Watershed Facilities throughout City of Atlanta including, but not limited to; water treatment and freshwater facilities covering hundreds of acres, road and street side planters, rain gardens, General Infrastructure sites under Atlanta purview, invasive species mitigation and removal, turf care, tree removal within city parks, water facilities and Watershed ROW's. Current contract dated 6/17/2021 (10 years of service)

CONTACT: McKenna Magill – 404.449.3579

- 2. **Gwinnett County:** Landscape for Various Police Facilities on an Annual Contract.  
Key Staff: Ed Castro, Jim Davis, Aaron Vilchez, Rob Koch.

BRIEF WORK DESCRIPTION: Multiple locations of full landscape maintenance throughout Gwinnett County. County Police sites and maintenance of those sites on a 46-visit a year schedule. 21 current facilities that are maintained on a yearly contract basis to the standards set forth by Gwinnett County including turf care, irrigation maintenance, mowing, pruning weed and invasive species control, floriculture and all necessary landscape detail work. September 2020-present

CONTACT: SGT Craig Tonelli – 770.513.5275

- 3. **City of Atlanta Department of Public Works:** Right of Ways Maintenance on Emergency Contract.  
Key Staff: Ed Castro, Jim Davis, Aaron Vilchez, Joshua Steele.

BRIEF WORK DESCRIPTION: Management and Maintenance services for 196 roadway sites within the City of Atlanta—246 miles of roadway and over 500 miles of Right of Ways. Full Landscaping services including turf care, bulk debris identification, mowing, pruning, weed and invasive species control, installed planter floriculture maintenance and all necessary landscape detail work. June 2021-present

CONTACT: Keith Robinson – 470.279.2668

- 4. **City of Decatur:** City of Decatur Landscape Maintenance Services.  
Key Staff: Ed Castro, Jim Davis, Aaron Vilchez, Rob Koch.

BRIEF WORK DESCRIPTION: Maintenance of City Hall and MARTA Center Station, McDonough bio-swale, Beacon Complex Parks, Cemetery and 219 Tree Wells located throughout Downtown. Included seasonal planting of MARTA Station flower planters and entry beds at City Hall and East Ponce Parking, as well as hardwood mulch and pine straw applications. Legacy Park covers over 28 acres of maintainable landscape and entire scope covers 17 locations of primary landscape maintenance focus. Commenced November 2019. Renewed November 2021.

CONTACT: Felix Floyd – 404.597.3217

- 5. **City of Atlanta Department of Aviation:** Hartsfield Jackson Atlanta International Airport Landscaping/Grounds Maintenance Services.  
Key Staff: Ed Castro, Jim Davis, Aaron Vilchez, Rob Koch.

BRIEF WORK DESCRIPTION: Management and Maintenance of 430 acres and multiple zones within the airport. Full Landscaping services including turf care, bulk debris identification & removal, mowing, pruning, weed and invasive species control, planter floriculture maintenance and enhancements, and all necessary landscape detail work. 2021—Present

CONTACT: Chris Jackman – 404.801.8934

**ECL MEANS AND METHODS – SERVICE DELIVERY**

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Our approach is simple. We constantly ask ourselves how to best serve our clients, residents, business owners, and visitors to Lawrenceville in providing healthy, functioning environments. We engage this RFP with careful evaluation. We understand the scope of work for each site, and this approach responds with appropriate pricing and staffing to maintain the properties.

What follows is our approach to conducting maintenance services to a high degree of quality and value. Given the opportunity, ECL will provide services for all sites. We have all the necessary qualifications and experience to deliver and exceed objectives. ECL’s work is guided by the following policies and methods of conducting maintenance services:

**SAFETY FIRST**

Ed Castro Landscape is committed to providing a safe working environment for our employees, and a safe work site for all those who enjoy the communities and facilities we service. ECL has consistently been awarded a Bronze Safety Star from the National Association of Landscape Professionals (NALP) for our adherence to their recommended safety standards. Safety training starts at the time of hire – all employees have a mandatory safety training session, which includes appropriate use of equipment and safety gear. Additional safety training is provided in weekly staff meetings, and ECL’s annual training retreat keeps our crew knowledgeable and current.

Vehicles are all clearly marked, and all ECL personnel are uniformed so that they can be readily identified. We deploy traffic cones around parked maintenance vehicles to alert traffic, and ECL service and maintenance personnel all wear bright safety vests to increase visibility and deploy traffic warning signs as necessary. Safety is a daily commitment, and we are disciplined practitioners who closely track and monitor unsafe practices and accidents that do arise. Ed Castro Landscape is certified across numerous industry standards including:

- ECL Field Safety Manual
- ECL Equipment Training and Certification
- ECL Software Training
- ECL Safety Review Workshops
- ECL Safety First Program
- OSHA Training
- Georgia Department of Agriculture – Pesticide Contractor License
- Georgia Department of Transportation – Drug Free Workplace
- Georgia Department of Transportation – Certified Flagger
- Georgia Department of Transportation – Form 485 Compliance
- U.S. Citizenship and Immigration Services - I9 Immigration Compliance

**EQUIPMENT**

Our management and service teams take a high level of pride and ownership in consistency and sound workmanship above all else. With this commitment comes the responsibility to adjust to the demands of each season and each site through a collaborative approach as a committed partner. ECL is constantly refining processes, adding new equipment and experienced personnel, implementing wireless technology improving planning, dispatch and reporting. For this maintenance program we will provide all necessary tools, mowers, specialty service equipment, monthly scheduling and routing, well-trained crews and the properly outfitted vehicles as outlined below:

**WORKING AROUND LIMITED ACCESS & EXISTING CONDITIONS**

We understand the challenges of working with limited site access and will take the utmost care to protect sites. Our team has a safety plan in place to make sure we are prepared to work with our equipment in tight spaces. We also have routine planning meetings with our crews to guide them through site restrictions ahead of time so that there are no delays once we arrive at the site. Our team considers all existing conditions before the start of a project. This allows us to communicate any points of concern with the City in a timely manner.

**PLAN THE WORK / WORK THE PLAN**

We curate an in-depth planning and scheduling process clearly identifying, coordinating, and complimenting all the necessary work elements, critical-path sequence and phasing. During the work, we stay focused on fulfilling the established plan providing progress updates and overall project schedule to all parties involved. ECL will work with the City, site managers, and special interest groups to develop details of schedule based on Owner priorities, goals and objectives.

**REPORTING**

ECL uses in-field technology to document and our work. Our digital library of each site compiles photos of site conditions before, during and after services. With Company Cam, our field team quickly generates Service Reports keeping facility managers up-to date with all landscape maintenance activities. Entire chronological libraries are sharable to facilities managers providing access to all photographs taken by ECL for the City of Lawrenceville services. We will submit regular monthly reports and facility manager surveys to ensure site-specific properties are maintained well and expectations are met. Executive reports are compiled seasonally for the City outlining all matters of fulfilling the contract.

**TEAMWORK**

The organization and structure of our team places key personnel in close communications, and in-tune with the parameters of the work and the requirements of the contract. Our experienced team will hold regular meetings, clearly delegate tasks, hold QA/QC reviews for all projects, and conduct post-services reviews with the client to ensure all expectations are met. The team have clear items of work, open lines of communication, and a powerful sense of collaboration with all entities involved. A positive and cooperative environment from the start.

Each project is fully vetted with site managers, operations, and unique conditions such as active facility use or limited work hours. A 24-hour emergency point of contact is maintained throughout the life of the contract. Each project will have contact directory and procedures to notify all necessary parties to aptly respond in cases of extreme events or emergencies. In such cases, the response and action from the team is announced and immediate.

**QA/QC**

Our partnership with Lawrenceville will include a bi-weekly Quality Assurance / Quality Control process led by Aaron Vilchez. His experience and leadership truly test this project and ask the tough questions of feasibility, accountability, and quality in the field. We implement ‘cold-eyes’ review techniques regularly and third-party reviews when the magnitude of the project warrants. A fresh and objective perspective, keenly aware of processes, and real-world conditions supplements confidence and assurance in successful project delivery. The QA/QC plan provides progress updates and overall project schedule to all parties involved.

**BUDGET CONTROL & EFFICIENCIES**

Vice President Jim Davis develops costing models, sources material opportunities, and supports sequencing events to help to clearly define budgets and expenditure plans. Our network of vendors actively competes to provide the best product for the economical price along with our in-house procurement capabilities offer Lawrenceville value-priced solutions. We constantly track the project and materials, thoroughly evaluate value-engineering opportunists, and incorporate savings benefiting the project and the City. This effort is reinforced in our weekly meetings, QA/QC process, and executive level oversight.

**SUSTAINABLE METHODS**

We pride ourselves on our commitment to sustainable landscape practices. As land-care experts, it is our duty to the communities we serve to act as responsible stewards of the environment. ECL implements sustainable methods in every project. For example, all green waste materials we remove from sites are not taken to landfills, rather, they are recycled into re-usable compost at our site in Fulton County. Green waste is mixed with organic leaf debris, steeped over time, and eventually screened into viable, amended soil. ECL also recognizes the methods of sustainable project sequencing. We take the time to plan project logistics and seek the most efficient placement of crews and equipment, and how we physically get there. By coordinating our jobs and routes through thorough mapping, it allows for maximum fuel efficiency by eliminating unnecessary and redundant travel. We also have a central shop support team to ensure any breakdowns will be quickly dealt with to avoid time delays or wasted trips.

Ed Castro Landscape continuously seeks to improve the carbon footprint of our company. We are dedicated to adding fuel efficient vehicles to our fleet. ECL maintains Chevrolet Equinox and Sonic Hybrids, and we are currently sourcing additional electric and hybrid trucks, tools and mowing systems for our field production crews. We are currently testing complete lines of electric landscaping tools from Milwaukee and Husqvarna to add to our inventory of Commercial Greenworks equipment.



**ED CASTRO LANDSCAPE GREEN EQUIPMENT**

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- Greenworks GM210 82V 21" Commercial Mower
- Greenworks GB600 82V Dedicated Blower
- Greenworks GT160 82V 16" Straight Shaft Brushless String Trimmer
- Greenworks GS100 82V 10" Pole Saw
- Greenworks GS180 82V 18" Chainsaw
- Greenworks GPW 3000 Electric Pressure Washing System
- GL 500 Commercial Extended 5.0 Ah Lithium Ion Batteries & Backpack Mounts
- GC400 82V 4 amp Rapid Charger
- Oregon 40V HT275 Hedge Trimmer



**Organic + Alternative Care Programs**

ECL provides the latest environmentally responsibly techniques, products, and services in conjunction with emerging technologies and exploratory solutions. We welcome the opportunity to implement alternative pest management, nutrient management, and microbial management practices. ECL is a partner in both traditional and modern land care management.



**PROPOSED EQUIPMENT**

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Our management and service teams take a high level of pride, ownership, safety and consistency of our equipment and operators and above all else. With this commitment comes the responsibility to adjust to the demands of each season and each site with equipment that is properly fit and capable of getting the job done to the specifications of Lawrenceville.

2 - Isuzu Crew Cab Box Trucks: Outfitted with 1 ExMark 60" Laser, and/or 2 ExMark 36" and/or 1 ExMark 48" deck hydro mowers, 21" Honda push mower, Stihl steel blade edger, 2 Stihl trimmers, Stihl shears, 4 Echo backpack blowers, Solo backpack sprayers (Round-up and selective insecticide only) and all necessary hand equipment, pruners, loppers, ladder, rakes, safety equipment, traffic control cones, and other incidentals for maintenance services. Note: When appropriate, teams will deploy with Greenworks equipment.

1 - Isuzu Flat Bed 700 gal. Spray Truck: The spray truck will be deployed as necessary for watering, herbicide and insecticide applications where necessary and fertilization.

1 - Ford F450 Dump Bed: Heavy duty construction trucks and trailers carry all heavy construction material, wheelbarrows, masonry and cutting tools and long with CAT skid steers, backhoes and Ditch Witches with any necessary assemblies such as forks, buckets, augurs, trenchers, etc.

1 - Ford F650 Dump Bed: Rig will be used for delivery of any materials and when capped, will tow a Scag Giant Leaf Vac for collection of accumulated leaf piles during the heavy leaf drop in November/December.

1 - Isuzu NPR Flat Bed 2 Door Enhancement Trucks: Our flatbed truck and enhancement team will be on site for additional planting, clearing or proposed work. Also, this truck will be used as a support vehicle for delivery of mulch, soil etc. during annual change and installation of flower beds and planters, mulches, etc.

1 - Dodge Ram Pick-up Trucks: Driven by our Account Managers and Customer Relations Managers who will also be on site to manage crew, identify and report problem areas, deliver necessary supplies, and assure quality execution and control of [bi-]weekly service.

1 - Ford Escape Hybrids: Driven by both Account and Customer Relations Managers to conduct complete site inspections and spot checks of overall service delivery, site conduct and execution and meet on site with Owner's representative.

1 - Ford ECL Prime Van: Will be on site for any annual installations and regular floral maintenance and inspections to assure healthy and vibrant seasonal color displays year-round. The ECL Prime team will also conduct and supervise any technical and detail pruning, as well as insect and disease identification and monitoring.

2 – Chevrolet Equinox: Driven by Managers to conduct complete site inspections and spot checks of overall service delivery, site conduct and execution and meet on site with Owner's representative.

## LANDSCAPE MAINTENANCE OPERATIONAL PLAN

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Our experience, leadership and financial strength ensures Ed Castro Landscape will provide superior technical services and cost-effective solutions for maintaining the landscapes of the City of Lawrenceville. Our reputation as a leader in landscape services only serves to strengthen our technical and sound approach to each job.

To accomplish the tasks as outlined in the scope of work, ECL will utilize **2 Truck Crews** using equipment as presented in our Proposed Equipment List. Each team will be supervised by qualified technicians with multiple years of experience at their respective levels.

### 2 Teams:

- 1-2 Supervisors
- 4-5 Crew Members
- Managed by dedicated Production Manager
- Assisted by Director of Maintenance, Field Manager, Account Manager, and Executive Leadership

Each supervised team will ensure that the specifications for the entire scope of work at each location (See attached “Lawrenceville Services Checklist Sample—City Hall). Applications of fertilizers, pre-emergent and pesticides will be managed by certified personnel. Seasonal Color will be handled by our seasoned Installation Division, and additional services and crews will be deployed as needed. Managers will oversee the production and facilitate communication between ECL and Lawrenceville, in order to achieve the best overall results for the landscaping requirements of the City.

## SCHEDULE OF SERVICES

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ECL has carefully reviewed the City of Lawrenceville RFP for Landscape and Maintenance Services. We have the equipment and staffing necessary, as well as the qualifications and certifications required to successfully provide landscaping services for the City, its community of residents and welcomed guests.

We constantly refining processes, adding new equipment and experienced personnel, implementing wireless technology improving planning, dispatch and reporting. For this maintenance program we will provide all necessary daily/weekly scheduling and routing, monthly schedules for chemical applications, and seasonal scheduling of color for landscaped beds. Production schedules will be created by our management team and administered to our crews using our in-house scheduling software.

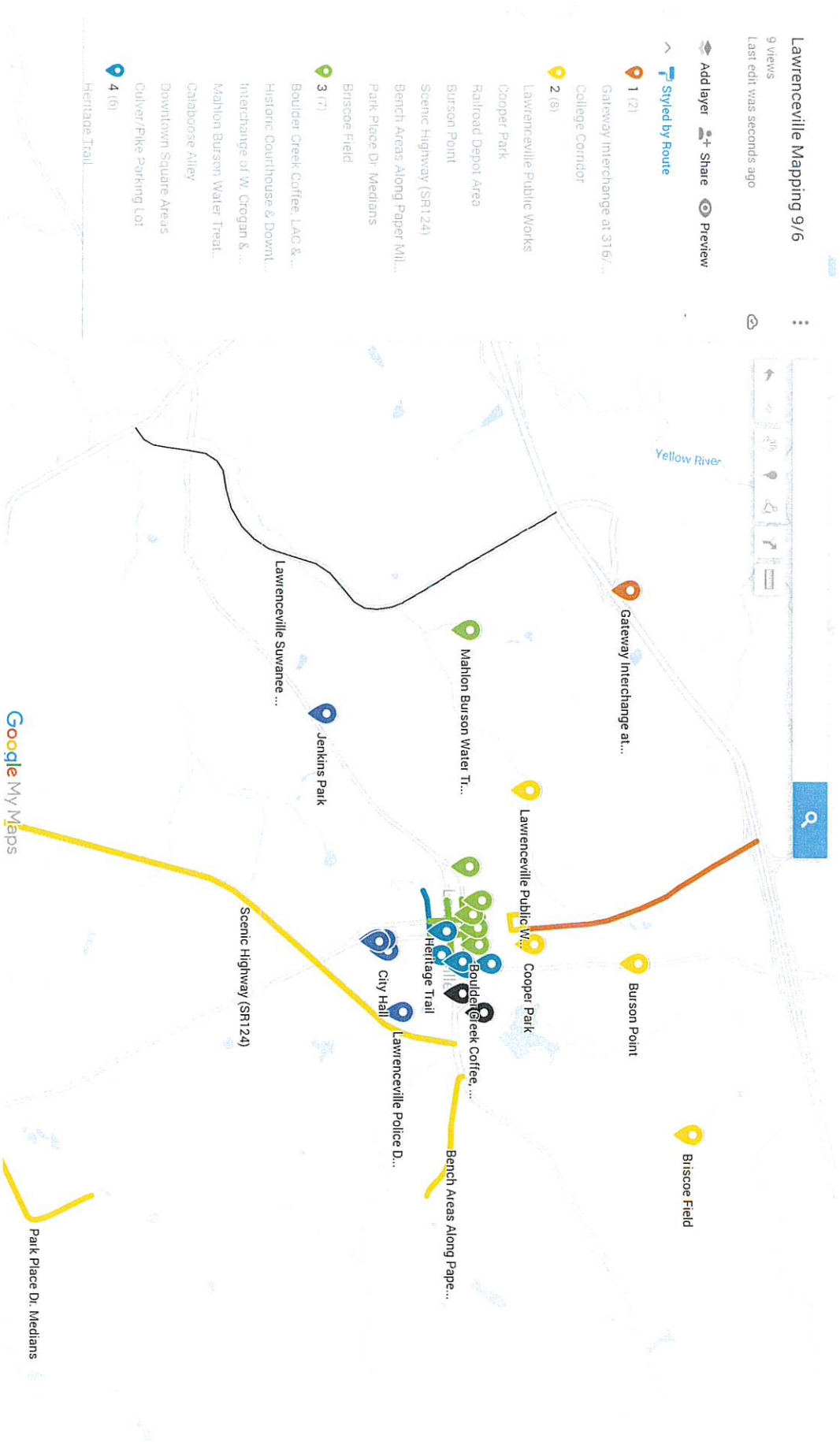
For this project, we have carefully mapped and scheduled all sites to be completed:

- WEEKLY SERVICES (EVERY 7 DAYS IN GROWING SEASON)
- MONDAY-FRIDAY
- 7AM-5PM

## LAWRENCEVILLE ROUTING

The following route schedule has been modified for this presentation (Proprietary).

Route 1	Hours	Route 2	Hours	Route 3	Hours
Gateway Interchange at 316/120	15.7	Lawrenceville Public Works	8.11	Mahlon Burson Water Treatment Facility	2.3
College Corridor	11.26	Railroad Depot Area	3.39	Interchange of W. Crogan & W. Pike	5.4
		Cooper Park	1.2	Downtown Square Areas	4
		Burson Point	1.38	Culver/Pike Parking Lot	1.9
		Briscoe Field	0.83	Calaboose Alley	0.5
		Bench Areas Along Paper Mill Rd	0.86	Historic Courthouse & Downtown Square	1.5
		Park Place Dr. Medians	1.04	Boulder Creek Coffee	1.2
		Scenic Highway (SR124)	7.27		
<b>Total</b>	<b>26.96</b>		<b>24.08</b>		<b>16.78</b>
Per Crew Member	6.74		6.02		4.195
<b>Route 4</b>	<b>Hours</b>	<b>Route 5</b>	<b>Hours</b>		
Gateway #1	3.18	Jenkins Park	0.94		
Median in Jackson St.	0.35	Gateway Park	1.77		
Parking Deck	0.81	SE Corner of Nash/Clayton	1.32		
Heritage Trail	2.57	Parking Lot Across From City Hall	1.14		
Bicentennial Plaza	2.23	City Hall	3.27		
Lawrenceville Lawn	12.68	Lawrenceville Police Department	5.88		
	<b>21.82</b>		<b>14.32</b>		
	5.455		3.58		



**LAWRENCEVILLE SERVICES CHECKLIST SAMPLE**  
**WEEK OF JULY 8-12 (2024)**  
**CITY HALL - 70 South Clayton Street**

**MANAGEMENT**

MANAGERS MEETING <i>Monthly</i>	Completed / Not Completed	Notes: SCHEDULED FOR JULY 16TH
PROJECT MEETINGS <i>As Needed</i>	Completed / Not Completed	Notes: NO ENHANCEMENTS THIS WEEK
QA/QC MEETINGS <i>Bi-Weekly</i>	Completed / Not Completed	Notes: SCHEDULED FOR JULY 16TH
SERVICE REPORTS <i>Monthly</i>	Completed / Not Completed	Notes:
DAMAGE REPORTS <i>As Needed</i>	Completed / Not Completed	Notes:

**GENERAL MAINTENANCE**

MOWING	Completed / Not Completed	Notes:
TRIMMING	Completed / Not Completed	Notes:
EDGING	Completed / Not Completed	Notes:
PRE-EMERGENT Warm Grasses	Completed / Not Completed	Notes: NOT SCHEDULED FOR JULY
PRE-EMERGENT Cool Grasses	Completed / Not Completed	Notes: NOT SCHEDULED FOR JULY
POST-EMERGENT Warm Grasses	Completed / Not Completed	Notes: NOT SCHEDULED FOR JULY
POST-EMERGENT Cool Grasses	Completed / Not Completed	Notes: NOT SCHEDULED FOR JULY
FERTILIZE Warm Grasses	Completed / Not Completed	Notes: NOT SCHEDULED FOR JULY
FERTILIZE Cool Grasses	Completed / Not Completed	Notes: NOT SCHEDULED FOR JULY
AERATE/OVERSEED Cool Grasses	Completed / Not Completed	Notes: NOT SCHEDULED FOR JULY
LITTER REMOVAL	Completed / Not Completed	Notes:
CLIPPING REMOVAL	Completed / Not Completed	Notes:
LEAF REMOVAL	Completed / Not Completed	Notes:
BLOWING	Completed / Not Completed	Notes:

**FLOWER BEDS**

LITTER/DEBRIS REMOVAL <i>Weekly</i>	Completed / Not Completed	Notes:
WEED REMOVAL <i>Weekly</i>	Completed / Not Completed	Notes:
MULCH	Completed / Not Completed	Notes:
SEASONAL COLOR	Completed / Not Completed	Notes: NOT SCHEDULED FOR JULY

**SHRUBS, TREES, & LANDSCAPED BEDS**

LITTER REMOVAL	Completed / Not Completed	Notes:
WEED REMOVAL (ALL BEDS & TREE WELLS)	Completed / Not Completed	Notes:
FERTILIZER	Completed / Not Completed	Notes:
PRUNING SHRUBS	Completed / Not Completed	Notes:
PRUNE/EDGE GROUNDCOVER	Completed / Not Completed	Notes:
PEST/DISEASE INSPECTION	Completed / Not Completed	Notes: PLEASE SEND REPORT FOLLOWING THIS WEEKS SERVICE
MULCH	Completed / Not Completed	Notes:

**PARKING LOTS & WALKWAYS**

LITTER REMOVAL	Completed / Not Completed	Notes:
BLOWING	Completed / Not Completed	Notes:
LEAF REMOVAL	Completed / Not Completed	Notes:

**OPTIONAL SERVICES**

AERATION	Completed / Not Completed	Notes:
LIME APPLICATION	Completed / Not Completed	Notes:
PESTICIDE/FUNGICIDE APPLICATION	Completed / Not Completed	Notes:
FERTILIZER/HERBICIDE APPLICATIONS	Completed / Not Completed	Notes:
ENHANCEMENT SERVICES	Completed / Not Completed	Notes:

SUPERVISOR	NAME:
CREW MEMBERS	NAMES:
DATE OF SERVICE	DATE:
ACCOUNT MANAGER	NAME:

**ENHANCEMENT APPROACH**

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We continually hone our approach to the direct enhancement of landscapes by remaining focused on the basic principles of sound and reliable service. All current and new work is reviewed in three specific areas; right team, right equipment and the most efficient plan of action. By dependably reviewing our man hours, service or quality flaws/complaints and solution steps to improve our delivery, we are uniquely situated and prepared to correct course as necessary and find ways to improve and maintain a considerably reliable consistency to our service. We accomplish this with a dedicated Account Manager who inspects all sites, a Field Manager who supports our ground teams and Supervisors who lead static crews that rarely deviate from our established approach. Our management and service teams take a high level of pride and ownership in consistency and sound workmanship above all else. We are prepared to adjust to the demands of each site through how we have developed our approach, our manpower and our communication as a team and committed partner.

**ENHANCEMENT PROJECT PHASES**

Design is key to the successful start and completion of any project. The proposed design provides several unique considerations to satisfy the requirements of the scope, in addition to providing an engaging space for all users to access and enjoy. Some site considerations are sun-shade issues, soil type, location, utilities, public health and welfare, and accessibility. The design will specify plants that are best suited for the area, spacing, visibility, future growth patterns, shape, texture, city budgetary issues and water availability. The design will also specify the highest quality of materials available within the budget to complete the project. Prior to the start of any design work, we will perform detailed site visits to conduct site analysis and photographic surveys. The identification of irrigation, utilities, property ownership and legal boundaries will be verified. Each project design plan will be communicated and reviewed for approval by the City of Lawrenceville.

All materials will be sourced from reputable suppliers that guarantee quality and quality. We will follow and expand on the specifications outlined starting with sourcing, digging, handling, and installation for plant materials. ECL has developed relationships with our vendors to hold sufficient materials throughout the warranty period to provide replacement material that will match the adjacent material.

Upon approval of the project design, scope, and specifications a detailed cost proposal for this work will be developed. As each proposal is presented to the City of Lawrenceville’s representative for approval, ECL will provide a schedule for start and completion. We will outline communication and implementation milestones with the city. After acceptance of project proposal Ed Castro Landscape will proceed with the installation stage accordingly.

Upon completion/acceptance of the design and cost proposal for the project, ECL will pass the documentation onto an Installation Project Manager dedicated to this project and have a consultation with the Maintenance Project Manager regarding the forthcoming maintenance of the project. The Installation Project Manager will meet with the Account Manager to recommend a crew to install the project. We will assign specific crews for this project. We have found great success in organizing, coaching, training, and scheduling dedicated crews for this type of work. Goals, expectations, benefits and scope are clearly defined. We have crew leaders and landscape laborers that have years of continuous experience to these standard specifications. They take great pride in work and the idea of making our community a better place to live and experience. After this decision is made the Ed Castro Landscape team will take all of the recommended and necessary steps to ensure proper delivery, handling, installation, and safety measures related to the successful completion of the project.

Each enhancement project is **planned, resourced, and scheduled** to meet the focused scope of improvements. Projects are reviewed for the scope of the work and carefully coordinated with the City’s representative to layout the project and work the team identify points of coordination, critical paths, community outreach, and other essential organizational tasks to ensure an informed and well thought-out approach. Approvals from the City and from the community are important with any site improvements. The project is resourced in terms of assembling the team and materials for the work. Drawing from our talented and diverse subcontractors, ECL is positioned to respond to all service and build requests in their entirety.

From demolition to demonstration gardens, and utility repair to building neighborhood green spaces, our team invokes cooperation and a commitment to a rigorous process of project delivery. The team composes the elements of the work, materials for installation, and will approach the project under this contract as a two-phased plan. The first 2 Phases focus on transformation and performing the heavy-lift aspects of a project such as demolition, grading, and heavy pruning. Following these Phases, construction activities requiring the most intensive site works, the surface level Enhancements are built. The site is fine graded, plant material removed, plant material transplanted, and soils are supplemented to provide a rich plant media matrix and drainage goals.

Every project is planned, communicated, and verified under this approach. A Milestone Approach. A step-by-step methodology projects activities and provides a roadmap to measure each project. Once a project is closed out, our team continues the services with post-construction evaluations and maintenance and upkeep forecasts.

**LABOR RESOURCES**

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We support the values of the City of Lawrenceville and foster the concepts of **Conservation, Environmental Health, Knowledge, and Teamwork** while delivering service excellence. Knowledge and Teamwork invigorate creativity and the growth of ideas to nurture current techniques, approaches and solutions. Knowledge and Teamwork displace complacency, and this foundation comes with a high level of integrity and accountability. Our process and delivery are transparent and comprehensive, and we value each person involved in turning an idea into reality because we believe that our employees, subcontractors and field technicians are our most valuable resources.

ECL’s policy is to select employees on the basis of skill, training, ability, attitude, and character without discrimination with regard to age, sex, color, race, creed, national origin, religious persuasion, marital status, political belief, or disability that does not prohibit performance of essential job functions, and to develop competent people who understand and meet our objectives, and who accept with open minds the ideas, suggestions and constructive feedback from fellow employees. We seek, train, and reorient individuals who can accept the ideas, suggestions and constructive feedback from our management leaders.

Our team represents a motivated, skilled and empowered workforce composed of seasoned field veterans and underrepresented communities engaged in teaching, learning and together reaching the goal of a project ‘well-done’. Our team is strategically positioned to be successful because of the leadership’s continued pledge to community and teaching the arts of Invasive Species Removal and Reconstruction/Restoration.

ECL understands the various requirements that must be met to construct and manage the project. Our trained staff are to be stewards of the environment and, with our approach and extensive experience to

caring for large-scale areas, we are able to deploy best management practices to efficiently and effectively deliver a variety of Landscape and Maintenance. Combined, we offer:

- 31 - Full-Time Managers, Accounting and Office Staff
- 16 - Fully-Equipped Maintenance Crews
- 6 - Installation Crews
- 4 - Enhancement Crews
- 2 - Dedicated Chemical Application Crews
- 2 - Horticultural/Floriculture Crews
- 65 - Full Time Field Employees
- 20 - Salaried Supervisors
- 12-acre Facility in Roswell/Fulton County
- 2 - Satellite Locations (Smyrna and Hartsfield Jackson Airport)

**KEY PERSONNEL**

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**Ed Castro, President**

Our Managing Partner is at the top of our organizational structure and is ultimately responsible for the success of the entirety of the contract service delivery. Mr. Castro brings a wealth of experience, both personally and professionally. Through his travel and exposure domestically and internationally, Mr. Castro asserts that today’s environmental concerns and expectations differ greatly from the atmosphere of the 1990’s. Mr. Castro believes, without doubt, that proper experience, proper communication, proper planning and implementation can result in clean, healthy and well-maintained grounds that are safe for all residents, visitors, and the community of Lawrenceville. With a historical resume of world class landscape maintenance, Mr. Castro will oversee processes and solutions and foster teamwork and communications between all project team members. This executive level management provides overall project health, direction, and qualitative control to deliver results that exceed the expectations of the City, the community, and special interest groups. Mr. Castro brings more than 30 years of professional experience.

**EDUCATION**

Bachelor of Landscape Architecture (BLA) – University of Georgia, Athens, Ga  
Landscape Architecture – Royal Melbourne Institute of Technology, Melbourne, Australia

American Society of Landscape Architects • Urban Agriculture Council • National Association of Landscape Professionals

**EXPERIENCE**

Ed Castro is President of one of Atlanta’s largest Landscape Design/Build & Maintenance firms, Ed Castro Landscape. Ed continues to strive to be the recognized leader in commercial garden design, construction, and maintenance. ECL’s growth is in part based on successful partnering with Atlanta metropolitan’s leading companies and Non-Profit community. A sampling of his other projects including Atlanta Beltline; City of Atlanta; City of Roswell; City of Alpharetta, Gwinnett County, Park Pride; dozens of trails, parks, and sports fields; and Chastain Park Design Development Standards. Ed Castro has supported an array of leading community initiatives and over a dozen of the non- profit organizations in Atlanta committed to improving quality of life.



**Jim Davis, Vice President – Operations**

Jim Davis will orchestrate and direct Field Management and delivery of day-to-day operations. These services include assisting the Account and Field Managers in the execution of all Lawrenceville service sites, prioritizing all high-visibility areas within those sites. Jim will ensure quality and timely services and interface with City Representatives to meet their operational goals. Jim will work closely with management teams to assure compliance and thorough completion of coverage areas that ECL will be handling weekly.

**EXPERIENCE**

A long-time leader in the Atlanta green-industry and current ECL expert in floriculture design and horticulture management, Jim will be highly involved in the execution and delivery of all service plans withing the City of Alpharetta. His specialization in invasive species management including plant identification for invasive and non-invasive species offers critical knowledge base to resiliency in forestry management. His twenty-five year tenure at Post Properties as Vice-President lends qualified insight and a keen eye focused on superior landscape management. Highlights over the past 29 years include managing award winning in-house landscape division, negotiating and managing national service contracts, overseeing Landscape and Facilities, budgeting and execution of capital spending programs. Certifications: IREM / ARM Certified, Former Post Hope Foundation Board Member, Former Atlanta Colt Youth Foundation Board Member, Former Dunwoody Nature Center Board Member.

**Aaron Vilchez, Operations Director—Landscape Maintenance**

Complementing Mr. Castro’s experience, Director of Operations, Aaron Vilchez, will work to ensure thorough and comprehensive responsiveness from planning to delivery and quality assurance. Mr. Vilchez will oversee each team designated for both administration and production, from field crew to the accounting department. Aaron will facilitate all day-to-day operations as outlined by the contract.

**EDUCATION**

Bachelor of Art and Psychology Oxford College, Emory University (in-progress)

**EXPERIENCE**

Aaron is in his 5<sup>th</sup> year with ECL. Prior to joining ECL, Aaron invested over a decade in environmental maintenance of Golf Courses for Chateau Elan, service provider for Nature Scapes and as the proprietor of Scape Artists, a small business focusing on high-end landscape care. Since joining ECL in 2017, he has quickly risen in capacity and responsibilities starting off as Maintenance Supervisor then transitioning to Field Supervisor, and his current position as Director of Operations. Aaron oversees all field crews and optimizes route planning and scheduling, safety and operations training, and project accountability. His passion for plants makes his plant identification and trouble shooting skills invaluable to field quality assurance, as does his attention to detail and high standards of landscape performance. Certifications: Level 1A Certified Personnel December 2021 to December 2024 Erosion Certification from GSWCC.

**Rob Koch, Account Manager**

EDUCATION

Associates Degree Computer Science - University of North Carolina  
Charlotte Osbourne High School, Marietta, GA

EXPERIENCE

Rob is in his 3<sup>rd</sup> year with ECL. He is a maintenance expert with great communication skills and over 35 years' experience in Landscaping Maintenance Services, Rob has managed accounts for landscape maintenance on several high-end municipal contracts. Rob has extensive plant knowledge, is certified through the Georgia Green Industry Association (GGIA) and has trained several coworkers to help fulfill numerous contracts in the Atlanta area. Rob has managed multiple crews and assessed critical problem areas for resolution for awarded maintenance projects on time and within budget. Certifications: Georgia Pesticide License – Category 22 & 24, GGIA Certification, and Plant Level III – Post Properties Certification.

**Joshua Steele, Account Manager**

EDUCATION

Tecumseh High School, New Carlisle, OH

EXPERIENCE

Joshua is in his 4<sup>th</sup> year with ECL. He is a professional with over 22 years' experience in Landscaping Maintenance Services, Joshua has managed accounts for Gwinnett County, the City of Decatur, the City of Alpharetta, Fulton County, and the City of Atlanta. Joshua is currently managing multiple crews and a contract portfolio worth more than \$4,000,000 a year.

**SUPERVISORS:**

**Esmerelda Curiel – 8 Years of Experience**

Esmerelda is our first choice for Supervision on this project. She is currently a resident of Gwinnett County. For her entire tenure with ECL, she has been scheduled on the highest profile residential contracts in our portfolio. Esmerelda has recently worked on projects for the Atlanta Temple, Gwinnett County Fire & Police Services, and for CBRE Commercial properties in Lawrenceville.

**Nelson Reyes, Supervisor – 15 Years of Experience**

Nelson is a dedicated employee. He currently oversees crews servicing multiple Water treatment facilities, including RM Clayton, for the City of Atlanta.

**Samuel Williams, Supervisor – 20 Years of Experience**

Samuel supervises crews that maintain a large portfolio of Watershed and Munciple facilities in the Metro-Atlanta region. His dedication and professionalism are exceptional, and Samuel has been a leader for multiple, large contract properties.



# LAWRENCEVILLE

## GEORGIA

Solicitation Name & No. Provision of Landscape and Maintenance Services on an Annual Contract; RP003-24

### Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and

g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

1903284

Federal Work Authorization User Identification Number

MARIANI ENTERPRISES, LLC -  
DBA ED CASTRO LANDSCAPE

Name of Contractor

10/11/2022

Date of Authorization

LAWRENCEVILLE, GA

Name of Public Employer

1125 OLD ELLIS ROAD

Street Address

ROSWELL, GA 30076

City/State/Zip Code

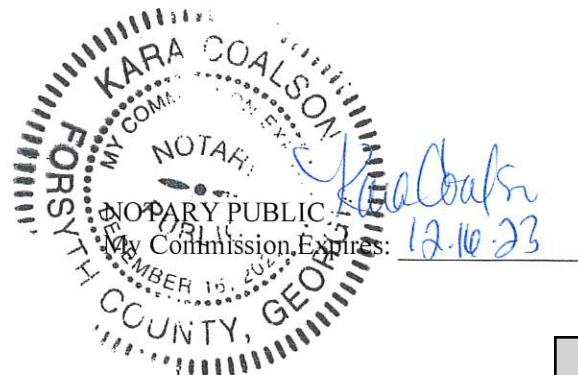
Executed on AUGUST 14, 2023 in ROSWELL (city), GA (state).

Signature of Authorized Officer or Agent

EDWARD CASTRO, PRESIDENT

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE 14 DAY OF August, 2023.





# LAWRENCEVILLE

GEORGIA

August 24, 2023

## ADDENDUM #1 RP003-24

### Provision of Landscape and Maintenance Services on an Annual Contract

Please see clarifications below:

**CHANGE:** Proposals must be returned in a sealed container marked on the outside with the Request for Proposal number and Company Name. Proposals will be received until 3:00 P.M. local time on **Monday, September 4, 2023** at the Lawrenceville City Hall – Finance Office, Main Level, Room M46A - 70 S. Clayton Street, Lawrenceville, Georgia 30046.

**TO:** Proposals must be returned in a sealed container marked on the outside with the Request for Proposal number and Company Name. Proposals will be received until 3:00 P.M. local time on **Thursday, September 7, 2023** at the Lawrenceville City Hall – Finance Office, Main Level, Room M46A - 70 S. Clayton Street, Lawrenceville, Georgia 30046.

Q. Who is the current vendor for these properties?

A. Russell Landscape

Q. What is the annual contract amount for these properties?

A. It varies based on additional services that are required year to year.

Q. Can you provide historical pine straw and quantities for these properties?

A. Unknown

Q. Can you provide seasonal color quantities?

A. It varies. The awarded contractor would need to determine.

Q. Can the City provide addresses for these properties?

A. Specific addresses not assigned.

Q. When is the anticipated award date?

A. October

Q. When is the anticipated contract start date?

A. November

Q. Pine Straw, Mulch. Should this go in Section D or E of cost proposal?

A. Either depending on location (Just make sure it is covered in one or the other).

ACKNOWLEDGED 9/5/2023

EDWARD CASTRO, PRESIDENT



# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
04/24/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Aon Risk Services Central, Inc. Chicago IL Office 200 East Randolph Chicago IL 60601 USA	<b>CONTACT NAME:</b> PHONE (A/C. No. Ext): (866) 283-7122      FAX (A/C. No.): (800) 363-0105		
	<b>E-MAIL ADDRESS:</b>		
<b>INSURED</b> Mariani Enterprises, LLC dba Ed Castro Landscape 1125 Old Ellis Rd Roswell GA 30076 USA	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Zurich American Ins Co		16535
	<b>INSURER B:</b> Travelers Property Cas Co of America		25674
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		

**COVERAGES**      **CERTIFICATE NUMBER:** 570099118602      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	Limits shown are as requested	
							LIMITS	
A	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			GLO202815004	04/01/2023	04/01/2024	EACH OCCURRENCE	\$2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$500,000
							MED EXP (Any one person)	\$10,000
							PERSONAL & ADV INJURY	\$2,000,000
							GENERAL AGGREGATE	\$4,000,000
							PRODUCTS - COMP/OP AGG	\$4,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			BAP2028151-04	04/01/2023	04/01/2024	COMBINED SINGLE LIMIT (Ea accident)	\$5,000,000
							BODILY INJURY ( Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION			CUP2T53473723NF	04/01/2023	04/01/2024	EACH OCCURRENCE	\$1,000,000
							AGGREGATE	\$1,000,000
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N	WC202814903	04/01/2023	04/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$1,000,000
							E.L. DISEASE-EA EMPLOYEE	\$1,000,000
							E.L. DISEASE-POLICY LIMIT	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  <i>Aon Risk Services Central, Inc.</i>

Holder Identifier : ABDFGH

Certificate No : 570099118602



DRUG-FREE

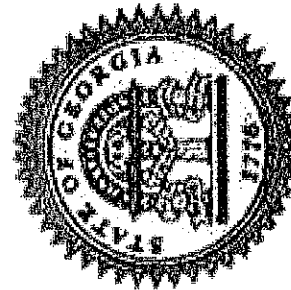
# Certification

Ed Castro Landscape, Inc.

Has Been Certified As A

## DRUG-FREE WORK PLACE

And Is Awarded this Certificate By The State Board of Workers' Compensation



September 26, 2022

September 26, 2023

This Day of \_\_\_\_\_

And Expires \_\_\_\_\_

  
\_\_\_\_\_

CHAIRMAN



City of Roswell  
Business Registration Office  
38 Hill Street  
Suite 210  
Roswell, GA 30075

Office Phone: 770/594-6235

ED CASTRO LANDSCAPE  
MARIANI ENTERPRISES LLC  
300 ROCKLAND RD  
LAKE BLUFF, IL 60044

At the bottom of this form is your City of Roswell Occupation Tax Certificate. It is sized so that it will fit in a standard picture frame made for 5 x 7 pictures, should you wish to frame it. While framing it is purely your option, it must be displayed in some manner in a conspicuous place in your business establishment and is not transferable to any other location, business or owner without proper notification to the City of Roswell.

City of Roswell  
BUSINESS REGISTRATION OFFICE  
38 Hill Street  
Suite 210  
Roswell, GA 30075

↓ PLEASE FOLD ALONG THIS PERFORATION & DETACH CAREFULLY ↓

City of Roswell, GA  
Business Registration Office  
38 Hill Street  
Suite 210  
Roswell, GA 30075

2023  
OCCUPATION TAX CERTIFICATE  
THIS CERTIFICATE EXPIRES 12/31/2023

Mailing/Billing Address:	Business Name: ED CASTRO LANDSCAPE Business Address: 1125 OLD ELLIS RD STE A ALPHARETTA GA 30009 Owner: MARIANI ENTERPRISES LLC Business ID: 23824 Description: LANDSCAPING SERVICES COMMERCIAL BUSINESS NAICS: 561730
ED CASTRO LANDSCAPE MARIANI ENTERPRISES LLC 300 ROCKLAND RD LAKE BLUFF, IL 60044	

By *Marlee Press*  
City Clerk

This certificate shall be displayed in a conspicuous place in your business establishment and is not transferrable to any other location, business or owner without proper notification to the City of Roswell Business Registration Office.

← PLEASE FOLD  
ALONG THIS  
PERFORATION  
AFTER  
DETACHING  
TOP PORTION  
DETACH THIS  
PORTION  
← CAREFULLY



# Georgia Department of Agriculture

Tyler Harper, Commissioner

19 Martin Luther King Jr. Drive, SW • Atlanta, Georgia 30334-4201  
Agricultural Inputs • Pesticide Section • Phone: (404)656-4958 • Fax: (404) 657-8378

Mariani Enterprises, LLC  
300 Rockland Rd.  
Lake Bluff, IL 60044

The enclosed Georgia Contractors License is valid through 12/31/2023.

We have updated our website. Visit [www.kellysolutions.com/GA/Contractors](http://www.kellysolutions.com/GA/Contractors) to take a look at the new layout. There are a number of useful tools to help you manage your license, including being able to update your user information online. You can renew your license by making a secure payment by credit card, and you can find applicator recertification courses. If you have questions, check out the FAQs section. We hope you enjoy these new user-friendly features.

If you have questions or concerns regarding your Contractor License, please contact: Georgia Department of Agriculture - Pesticide Section, (404) 656-4958.

(Fold or cut on line to display)

**Georgia Department of Agriculture**  
Tyler Harper, Commissioner  
Pesticide Division  
19 M.L.K. Jr. Drive, SW, Room 410  
Atlanta, GA 30334  
Tele: (404) 656-4958 Fax: (404) 657-8378  
[agr.georgia.gov/pesticides.aspx](http://agr.georgia.gov/pesticides.aspx)

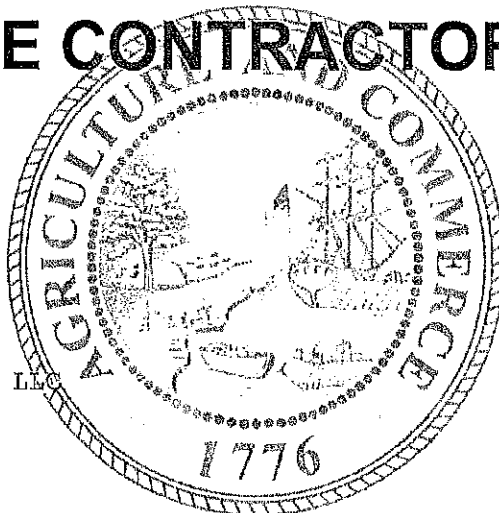
## PESTICIDE CONTRACTOR LICENSE

Expiration Date:  
12/31/2023

License Number:  
101857

Mariani Enterprises, LLC  
300 Rockland Rd.  
Lake Bluff IL 60044

Categories:  
21; 24;



This License Must Be Posted At All Times In A Prominent Location.





# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: WORK SESSION, NOVEMBER 15, 2023

AGENDA CATEGORY: GENERAL DISCUSSION ITEM

**Item:** TI Training Firearms Training Simulator (FATS) Purchase Proposal

**Department:** Police Department

**Date of Meeting:** Wednesday, November 15, 2023

**Fiscal Impact:** \$126,830.00

**Presented By:** Captain Salvador Ortega, Police Department

**Action Requested:** Motion for Approval to Purchase Firearms Training Simulator (FATS) Machine from TI Training in the amount of \$126,830.00 to be Funded by Speed Zone Camera Funds GL: 2853210-541000 Capital.

**Summary:** The TI Training FATS machine is a 3-screen immersive training experience that reinforces scanning and situational awareness skills. The TI Training FATS machine will help us provide continuous and progressive training for our police officers to ensure the safety of our citizens as well as our staff. The FATS machine enhances officer knowledge, skills, and confidence in a safe, challenging training environment that is highly interactive and engaging. This type of training is necessary to provide our police officers with realistic law enforcement situations that are designed to enhance rapid problem-solving and reaction skills. This system will help reinforce proper decision-making and build trust with our community.

**Background:** In determining which use of force simulator best suits the Lawrenceville Police Department needs, I contacted the previously listed three nationwide companies that manufacture law enforcement simulator products and tested their product. Through evaluation of these products, it was determined Ti Training FATS machine system is best suited for our departmental training needs. Purchasing this FATS machine will also assist with our community outreach programs as it is something that our Citizens Police Academy students use during the program and currently, we have been going to other police departments to use their simulator. Overall, this product will help by providing better training for our officers which will ultimately lead to better community relations and community confidence.

**Fiscal Impact:** \$126,830.00 to be funded out of Speed Zone Camera GL: 2853210-541000 Capital.

**Attachments/Exhibits:**

- Proposal Letter
- TI Training Quote
- Sole Source/Sole Brand Justification



# LAWRENCEVILLE POLICE DEPARTMENT

J. Mullin, Chief of Police

M. Walker, Assistant Chief


P.O. BOX 2200  
300 JACKSON ST  
LAWRENCEVILLE, GA 30046

www.lawrencevillepd.com

770-962-4173 Telephone  
770-339-2422 Fax



**TO:** John Mullin, Chief of Police

**FROM:** Salvador Ortega, Captain 

**DATE:** May 2, 2023

**REF:** Firearms Training Simulator (FATS) Purchase Proposal

After extensive research of various FATS machines, I determined that the best product for us based on quality and price is the FATS machine manufactured by Ti Training. Several local departments currently own a Ti Training FATS machine and their experience has been positive and very satisfying. During my research, I tested three different products (Ti Training, InVeris, and VirTra). TI Training was far beyond the best product as far as cost, technology, customer service, and video development. Ti Training holds a Sole Source Letter for their product as their FATS machine is the only one on the market with a patented mobile multiple screen system.

It is the Lawrenceville Police Department's commitment to provide our citizens with a highly trained police force. Purchasing the TI Training FATS machine will help us provide continuous and progressive training for our police officers to ensure the safety of our citizens as well as our staff. The FATS machine enhances officer knowledge, skills, and confidence in a safe, challenging training environment that is highly interactive and engaging. The TI Training FATS machine being considered is a 3-screen immersive training experience that reinforces scanning and situational awareness skills. All of their videos are filmed in high definition with surround sound providing officers with a realistic training experience in a safe and controlled environment. Additionally, Ti Training has a video production team that constantly adds new training videos. Ti Training also trains officers to learn how to produce their own training videos that are unique to the city and department.

This type of training is necessary to provide our police officers with realistic law enforcement situations that are designed to enhance rapid problem-solving and reaction skills. These scenarios provide officers with a multitude of training options that are technology-based and add a sense of realism that traditional training on a firearms range cannot provide. These scenarios challenge and sharpen critically important decision-making abilities. Further, this system will help reinforce proper decision-making and build trust with our community.

The Ti Training FATS machine system will allow department use of force and firearms instructors the ability to give presentations, classes, and conduct interactive testing and assessment. Police officers will participate in realistic, scenario-based exercises with detailed debriefing and after action review. Utilizing these scenarios will help provide officers with training opportunities that will enhance the overall understanding of shoot/don't shoot situations, non-lethal options, de-escalation techniques and the corresponding decision-making process related to law enforcement use of force.

In determining which use of force simulator best suits the Lawrenceville Police Department needs, I contacted the previously listed three nationwide companies that manufacture law enforcement simulator products and tested their product. Though evaluation of these products, it was determined Ti Training FATS machine system is best suited for our departmental training needs. Ti Training is a reputable company that has been



# LAWRENCEVILLE POLICE DEPARTMENT

J. Mullin, Chief of Police

M. Walker, Assistant Chief

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9.

manufacturing simulators for nearly two decades. Their attention to detail, quality control and customer service have been reported to be excellent by other agencies currently using their product.

Lastly, purchasing this FATS machine will assist with our community outreach programs as it is something that our Citizens Police Academy students use during the program and currently we have been going to other police departments to use their simulator. Overall, this product will help by providing better training to our officers which will ultimately lead to better community relations and community confidence.

## Budget Impact:

- \$126,830.00

## Attachments:

Ti Training Quote for their RECON 180 Screen System  
Ti Training Sole Source Letter explaining their patented technology

# Quote

Lawrenceville Police - GA  
 300 Jackson Street  
 Lawrenceville, GA 30046  
 770.670.5003



4680 Table Mountain Drive  
 Suite 150  
 Golden, CO 80403  
 (800) 634-1936  
<http://TiTraining.com/>

## Estimate No. 7583 Issued on Wed Apr 19, 2023

Qty	Name	Description	Rate	Amount	Tax
1	RECON 180 Screen System	(Training Lab EX) Complete 3 screen, 180 Degree System , with all cables, projectors, cameras, and Speakers Built into frame. 2- Glock Blue Guns with lasers. 1- Flashlight. Install included	\$67,900.00	\$67,900.00	NON
2	Additional Recoil Kit for Handgun	Dvorak drop-in air Recoil Kit for Glock 22, Gen 4 with 1-magazine.	\$2,950.00	\$5,900.00	NON
2	TASER X2 Laser Device	X2 inert training simulation device with built-in cartridges.	\$2,690.00	\$5,380.00	NON
1	Additional Flashlight	Additional handheld flashlight. 2 total	\$250.00	\$250.00	NON
1	Shoot Back Cannon	Shoot Back Cannon with Barricade Cannon	\$8,900.00	\$8,900.00	NON
1	Auxiliary Control Box w/Light B	Instructor Control Center for environmental controls. 7 active control plug ins. Includes a LED Light Bar	\$1,500.00	\$1,500.00	NON
1	Master Instructor Training	2 Options: 1) Master Instructor Training at Ti Academy for 2 instructors with travel costs (airfare, hotel, transportation from/to airport/hotel/Ti Academy, 2 meals daily) included; or 2) Master Instructor Training onsite for up to 6 instructors at single customer location for 2 consecutive days. Training is on setup, operation, troubleshooting, maintenance of the simulator, and includes an instructor development block, "Effective Simulation Training".	\$3,800.00	\$3,800.00	NON
1	4 Year Extended Warranty with Upgrade	Suggestion: 4 Year Extended Warranty on RECON Cor180 system with Upgrade replacement of CPU/hit detect cameras/low light cameras/projectors, and Laser devices Refurbish during year 5.	\$24,000.00	\$24,000.00	NON

2 Additional Recoil Kit for Rifle	Dvorak drop-in air Recoil Kit for Rifle with 1 Co2 magazine.	\$3,000.00	\$6,000.00	NON
1 Refill Station for Recoil Kits	CO2 Tank; Refill Nozzle and All necessary items for the Handgun Magazines and Rifle Magazines to be refilled.	\$900.00	\$900.00	NON
1 *Shipping		\$900.00	\$900.00	NON
4 Additional Magazines for Recoil Kits	Additional Magazines for Recoil Kit. 2- Handgun; 2- Rifle- Refill	\$350.00	\$1,400.00	NON

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<b>Tax</b>	<b>\$0.00</b>
<b>Estimated Total</b>	<b>\$126,830.00</b>
<b>Deposit Due</b>	<b>\$0.00</b>

**Signature:**  
**Signature Date:**

---

**Thank you for considering Ti Training LE LLC.**

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If these items meet your approval, automatically approve this estimate now!

**QUESTIONS? CONTACT US**

Kila Otte  
kila@titraining.com  
3034143555

**TERMS & CONDITIONS**

We accept payment by check, cash and credit card. Please send checks to our main address or call with credit card info. We also accept Purchase Orders (POs) from government and municipal agencies.

**NOTE:**

This is not an invoice. Please contact Ti Training/Ti Outdoors if you approve this quote and wish to proceed with an order.



# LAWRENCEVILLE

## GEORGIA

**Requester Name and Title:** Salvador Orega, Police Captain

*Note: Requester must be able to defend this justification.*

**Requester Department:** Police

**Requested Single/Sole Source Supplier:**

**Company Name** Ti Training

**Contact Name** Kila Otte, Vice President of Sales

**Address** 4680 Table Mountain Dr. Suite 150

**City** Golden **State** CO **Zip Code** 80403

**Phone Number** 303-269-1594 **E-mail** kila@titraining.com

**Is the recommended company the manufacturer?**  Yes  No

**Does the manufacturer sell the brand item(s) through distributors?**  Yes  No

**Description of Product or Service:**

*(if additional space is needed, include them in a separate page)*

The Ti Training RECON 180 Firearms Training Simulator (FATS) is a simulator that enables officers to utilize the entire use of force spectrum, including the less-lethal options they carry, without the need for costly training cartridges, sprays, or impact munitions. The RECON™ 180 allows law enforcement officers to train for a wide range of de-escalation scenarios, helping them learn how to defuse tense situations and avoid the use of force. From handling mental health crises and domestic disputes to active shooter situations, officers can hone their decision-making skills for better outcomes in the field with the assistance of the Ti Training Recon 180 FATS machine.

*Describe the full scope of work contemplated including installation if required; items should include brand, model and part number if applicable;*

**Estimated Cost:** \$ 127,000

**Annual**  **One Time**

# Single / Sole Source / Sole Brand Justification

## SINGLE / SOLE SOURCE / BRAND SPECIFIC RATIONALE

Explain why the recommended product/company/brand is the only product/company/brand that can meet the requirement. Address the following: Are there any other products/companies that can do this job? What condition (e.g. technological superiority, or performance risks, etc.) exists so that the recommended product/company has a significant advantage over any other products/company that can do this job?

It is important to sufficiently address the key reason for awarding an order without soliciting competitive bids. The rationale must be clear and convincing, avoiding generalities and unsupported conclusions.

Ti Training manufactures the RECON Simulation Platform with proprietary sole source software.. Our products are protected by trade secrets and patents and are unique in the market. Ti Training is the publisher, holder of all copyrights, and sole source, for the only software that works with the RECON System.

- Patent for Mobile Simulation Screen System: Patent Number: 10379428
- Patented Simulation Taser Laser: US Patents, No. 9,605,927 B2 and No. 9,885,545 B2.

Ti Training is a Sole Source for MOBILE Multi Screen System. Meaning Ti is the ONLY simulation source that can provide a multi screen simulation system that the screens can be reconfigured and moved. This is a patented item, so no other simulation company can provide this type of application with their simulation products. The RECON can operate all screens as 1 whole unit running a single scenario across all the screens or separate out the screens to operate individually. For complete details, please refer to the attached Sole Source Letter.

*(if additional space is needed, include them in a separate page)*

## Complete the following checklist

A specific product/company is the only source of the required product/service because (check all that apply):

Must match existing piece of equipment available only from the same source of original equipment. Provide documentation from supplier supporting that no other supplier can supply this.

**It is not possible to obtain** competitive bids for consideration (i.e., only one source is capable of supplying the goods/service or meeting the requirements). I have attached the pertinent documentation showing what market research was conducted to preclude other brands or vendors from consideration. *In a brief explanation, provide supporting evidence for the conclusion; other sources considered should be listed, along with explanation of why they are unable to meet the requirements.*

After extensive research of various FATS machines, I determined that the best product for us based on quality and price is the FATS machine manufactured by Ti Training. Several local departments currently own a TiTraining FATS machine and their experience has been positive and very satisfying. During my research, I tested three different products (Ti Training, InVeris, and VirTra). TI Training was far beyond the best product as far as cost, technology, customer service, and video development. Ti Training holds a Sole Source Letter for their product as their FATS machine is the only one on the market with a patented mobile multiple screen system that will provide more realistic and better quality training.

*(if additional space is needed, include them in a separate page)*



# Single / Sole Source / Sole Brand Justification

There is a **substantial technical risk** in contracting with any other contractor, (e.g., only one contractor has been successful to date in implementing a difficult manufacturing process). *In a brief explanation, provide supporting evidence of why other contractors are considered to be unable to overcome the substantial technical risk.*

*(if additional space is needed, include them in a separate page)*

For support effort, there is no reasonable expectation that a meaningful cost or other improvement could be realized over the incumbent contractor's performance (e.g., the chances of another firm winning a competition are clearly remote). *Please provide a brief explanation.*

*(if additional space is needed, include them in a separate page)*

## ACKNOWLEDGEMENT

This section must be completed.

I acknowledge the City's requirements for soliciting competitive bids for purchases and the criteria for justification for Single Source/Sole Source/Sole Brand purchases. I have gathered the required technical information, have made a concerted effort to review comparable/equal products/services (e.g., market research), and further affirm that there is no conflict of interest involved in the selection made.

Signature: Salvador Ortega

Date: 09/27/2023

## Sole Source Document for Ti Training Simulation Products

Ti Training manufactures the RECON Simulation Platform with proprietary sole source software. This software and hardware combination is designed to only work with the RECON, Training Lab, Training Room, Firing Line, Ti Target Drills, And VRG software packages. Ti Training LE is the only Manufacturer of these products. Ti Training's cameras, software, and firmware have been developed and configured by Ti Training to work specifically with RECON simulation systems. Only Ti Training's technology and software works with RECON System running the Training Lab software as our technology is proprietary and has been designed to integrate with this product.

Ti Training is the sole source from whom you can purchase Ti Training technology, software and the associated training, scenario content, scenario authoring and laser devices for the Training Lab software. Our products are protected by trade secrets and patents and are unique in the market. Ti Training is the publisher, holder of all copyrights, and sole source, for the only software that works with the RECON System.

- Patent for Mobile Simulation Screen System: **Patent Number: 10379428**
- Patented Simulation Taser Laser: US Patents, No. 9,605,927 B2 and No. 9,885,545 B2.

Ti Training is a Sole Source for MOBILE Multi Screen System. Meaning Ti is the ONLY simulation source that can provide a multi screen simulation system that the screens can be reconfigured and moved. This is a patented item, so no other simulation company can provide this type of application with their simulation products. The RECON can operate all screens as 1 whole unit running a single scenario across all the screens or separate out the screens to operate individually. No other manufacturer can add screens to a current RECON System.

### Smart Screen Projection System Patented

- Smart screen mobile projector and camera mounts can be moved to any wall or screen in simulation room or outside of the simulation room and talk wirelessly to the RECON Core system.
- Hit detect camera is mounted to the projector mount and can be moved without the need to recalibrate. Projection can be built into the screen frame or in a cart system.

### RECON CORE and Smart Screen -

- The RECON can be integrated into a single screen system or added to multiple screens for an immersive simulation environment. The smart screen is completely mobile and can work independently or integrated.
- **TI Training is the ONLY Source for this Mobile smart screen configuration. The screen can be moved to completely integrate with other Ti screens or move away and work in separate locations, still running a continuous scenario. The smart screen can also work independently as a single screen system. . Ti has an application and design patent for this simulation display and operation**

### Report Generation from Trainee Sessions

- Specific Reporting on trainee sessions can be generated and disseminated across all RECON platforms.

### Scenario Editor & Library

- All branching scenarios created for the RECON Platform can only be used with the RECON systems.

**Firing Line Custom Course of Fire Software**

- The Firing Line Marksmanship software is Standard on the RECON and all courses of fire created on the RECON platform can be moved across any RECON System.

**Weapons and Devices**

**All Laser devices for use on the RECON are proprietary and can only be purchased through Ti Training.** Ti Training is the sole source distributor of any laser products that interact with RECON Training Lab Systems. No other source can provide the actual laser device other than TI Training. This would include peripheral items currently used on the Training Lab product line.

- These lasers and devices include: RECOIL Kit Lasers and devices, TASER Laser Devices, OC Lasers, Flashlights with Filters, Charging Stations.
- The RECON platform running the Training Lab Software can read the laser devices, and assign those to individual trainees. Those devices can also be force failed and/or reloaded by the instructor using the Training Lab software.

**Environmental Controls**

Auxiliary Control Box - RECON has the ability to control on/off switches of devices in the room wirelessly from the instructor monitor.

**Operational Training**

- Ti Training is committed to providing the best, most advanced and effective training to our customers. It is critical that our customers not only know how to operate the RECON™ system and its components, but also how to safely and effectively provide training in the simulated environment. All of this not only provides your agency's officers with the best possible training, it also can reduce agency liability due to the depth of the training received by your instructors

**Ti Training is the exclusive servicer of any warranty packages and services under Ti Training Warranties. All warranty items and service needs will be directed to Ti Training Customer Service Personnel. And TI Training Customer Service personnel are the direct contact from the customer for any items related to this warranty package.**



# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: WORK SESSION, NOVEMBER 15, 2023

AGENDA CATEGORY: GENERAL DISCUSSION ITEM

- Item:** Scenic Highway Pole Replacement Project
- Department:** Electric
- Date of Meeting:** Wednesday, November 15, 2023
- Fiscal Impact:** \$214,999.90
- Presented By:** Huston Gillis, Electric Director
- Action Requested:** Award Scenic Highway Pole Replacement Project to low bidder, Over and Under General Contractor, Inc., amount not to exceed \$214,999.90. Authorization for Mayor to execute contracts subject to approval by the City Attorney. Contracts to follow award.

**Summary:** This project consists of the installation and replacement of various-size wood poles supporting 3-phase structures. It will also include the underground installation of 3-phase cable in conduit and the installation of 3-phase padmount transformers.

**Fiscal Impact:** Amount not to exceed \$214,999.90. This project is funded by the Capital Outlay Fund (5114600.541000). Project 06-037.

**Attachments/Exhibits:**  
Bid Tabulation

**SB012-24  
Scenic Highway Pole Replacement Project  
Electric Department**

		Over and Under General Contractor, Inc.	Pike Electric, Inc.	Primoris T&D Services, LLC
ITEM #	DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
1	Location 1	\$5,243.90	\$13,520.52	\$26,670.24
2	Location 2	\$5,243.90	\$13,520.52	\$20,002.68
3	Location 3	\$5,243.90	\$3,916.82	N/B
4	Location 4	\$5,243.90	\$23,882.31	\$11,334.85
5	Location 5	\$5,243.90	\$16,206.56	\$8,667.83
6	Location 6	\$5,243.90	\$8,861.65	\$14,001.88
7	Location 7	\$5,243.90	\$2,027.23	\$3,333.78
8	Location 8	\$5,243.90	\$7,527.93	\$6,000.80
9	Location 9	\$5,243.90	\$25,594.37	\$2,448.37
10	Location 10	\$5,243.90	\$4,881.76	\$6,120.92
11	Location 11	\$5,243.90	\$5,503.67	\$3,333.78
12	Location 12	\$5,243.90	\$10,602.99	N/B
13	Location 13	\$5,243.90	\$13,819.01	\$8,001.07
14	Location 14	\$5,243.90	\$10,998.98	\$6,667.56
15	Location 15	\$5,243.90	\$8,199.03	\$15,584.95
16	Location 16	\$5,243.90	\$5,803.92	\$8,001.07
17	Location 17	\$5,243.90	\$2,929.68	\$2,667.02
18	Location 18	\$5,243.90	\$2,300.87	\$3,667.16
19	Location 19	\$5,243.90	\$2,469.75	\$3,667.16
20	Location 20	\$5,243.90	\$2,469.75	\$3,000.40
21	Location 21	\$5,243.90	\$1,879.04	\$3,333.78
22	Location 22	\$5,243.90	\$2,641.19	\$3,333.78
23	Location 23	\$5,243.90	\$1,681.44	\$2,000.27

24	Location 24	\$5,243.90	\$6,844.32	\$13,335.12
25	Location 25	\$5,243.90	\$16,443.58	\$13,335.12
26	Location 26	\$5,243.90	\$8,987.51	\$2,667.02
27	Location 27	\$5,243.90	\$13,768.00	\$13,335.12
28	Location 28	\$5,243.90	\$10,352.93	\$8,001.07
29	Location 29	\$5,243.90	\$7,527.93	\$6,667.56
30	Location 30	\$5,243.90	\$8,373.36	\$6,667.56
31	Location 30.5	\$5,243.90	\$2,295.40	\$3,333.78
32	Location 31	\$5,243.90	\$7,873.72	\$4,916.85
33	Location 32	\$5,243.90	\$2,295.40	\$6,000.80
34	Location 33	\$5,243.90	\$13,708.10	\$4,000.54
35	Location 34	\$5,243.90	\$2,295.40	\$8,001.07
36	Location 35	\$5,243.90	\$8,044.91	\$2,000.27
37	Location 36	\$5,243.90	\$3,130.39	\$6,000.80
38	Location 36.5	\$5,243.90	\$2,295.40	\$3,333.78
39	Location 37	\$5,243.90	\$5,503.67	\$2,000.27
40	Location 38	\$5,243.90	\$5,503.67	\$4,000.54
41	Location 42	\$5,243.90	\$1,681.44	\$4,000.54
<b>Total</b>		<b>\$214,999.90</b>	<b>\$318,164.12</b>	<b>\$273,437.16</b>

		Service Electric Co.	U-TEC Construction, Inc.
ITEM #	DESCRIPTION	TOTAL PRICE	TOTAL PRICE
1	Location 1	\$8,385.00	\$38,193.61
2	Location 2	\$7,810.00	\$38,193.61
3	Location 3	\$7,810.00	\$24,614.56
4	Location 4	\$7,810.00	\$35,052.18
5	Location 5	\$7,810.00	\$35,052.18
6	Location 6	\$7,810.00	\$32,113.44
7	Location 7	\$7,810.00	\$24,513.22
8	Location 8	\$7,810.00	\$26,641.28
9	Location 9	\$7,810.00	\$14,911.62
10	Location 10	\$7,810.00	\$11,162.18
11	Location 11	\$7,810.00	\$26,641.28
12	Location 12	\$7,810.00	\$35,052.18
13	Location 13	\$7,810.00	\$30,086.71
14	Location 14	\$7,810.00	\$30,086.71
15	Location 15	\$7,810.00	\$30,086.71
16	Location 16	\$7,810.00	\$26,641.28
17	Location 17	\$7,810.00	\$26,033.26
18	Location 18	\$7,810.00	\$24,614.56
19	Location 19	\$7,810.00	\$24,614.56
20	Location 20	\$7,810.00	\$24,614.56
21	Location 21	\$7,810.00	\$24,614.56

22	Location 22	\$7,810.00	\$24,817.23
23	Location 23	\$7,810.00	\$24,411.89
24	Location 24	\$7,810.00	\$26,641.28
25	Location 25	\$7,810.00	\$25,425.25
26	Location 26	\$7,810.00	\$24,310.55
27	Location 27	\$7,810.00	\$30,289.38
28	Location 28	\$7,810.00	\$29,478.69
29	Location 29	\$7,810.00	\$26,641.28
30	Location 30	\$7,810.00	\$30,289.38
31	Location 30.5	\$7,810.00	\$24,513.22
32	Location 31	\$7,810.00	\$26,641.28
33	Location 32	\$7,810.00	\$24,513.22
34	Location 33	\$7,810.00	\$30,289.38
35	Location 34	\$7,810.00	\$24,513.22
36	Location 35	\$7,810.00	\$29,985.38
37	Location 36	\$7,810.00	\$26,641.28
38	Location 36.5	\$7,810.00	\$24,513.22
39	Location 37	\$7,810.00	\$26,641.28
40	Location 38	\$7,810.00	\$26,641.28
41	Location 42	\$7,810.00	\$22,800.64
<b>Total</b>		<b>\$320,785.00</b>	<b>\$1,113,532.58</b>

**Recommended vendor:**  
 Over and Under General Contractor, Inc.  
 129 B Hurricane Shoals Road  
 Lawrenceville, GA 30046  
 P: 770-682-9160  
[overundercontractor@gmail.com](mailto:overundercontractor@gmail.com)





# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: WORK SESSION, NOVEMBER 15, 2023

AGENDA CATEGORY: GENERAL DISCUSSION ITEM

- Item:** South Town Square Underground Electrical Project
- Department:** Electric
- Date of Meeting:** Wednesday, November 15, 2023
- Fiscal Impact:** \$113,078.45
- Presented By:** Huston Gillis, Electric Director
- Action Requested:** Award South Town Square Underground Electrical Project to low bidder, Over and Under General Contractor, Inc., amount not to exceed \$113,078.45. Authorization for Mayor to execute contracts subject to approval by the City Attorney. Contracts to follow award.

**Summary:** This project consists of the installation of 3-phase underground primary, padmount transformers, concrete pads, and Town and Country lights.

**Fiscal Impact:** Amount not to exceed \$113,078.45. This project is funded by the Capital Outlay Fund (5114600.541000). Project 06-040.

**Attachments/Exhibits:**  
Bid Tabulation

**SB010-24**  
**South Town Square Underground Electrical Project**  
**Electric Department**

			High Voltage Specialists, Inc.		Over and Under General Contractor, Inc.		Primoris T&D Services, LLC		U-TEC Construction, Inc.	
ITEM #	DESCRIPTION	APPROX. QTY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Mobilization	1 LS	\$15,000.00	\$15,000.00	\$4,000.00	\$4,000.00	\$26,027.29	\$26,027.29	\$11,000.00	\$11,000.00
2	Traffic Control	1 LS	\$1,000.00	\$1,000.00	\$4,000.00	\$4,000.00	\$73,710.00	\$73,710.00	\$1,100.00	\$1,100.00
3	Warranties & Bonds	1 LS	\$5,000.00	\$5,000.00	\$4,905.87	\$4,905.87	N/B	\$0.00	\$8,067.47	\$8,067.47
4	Installation of Street Light 30' Pole	13 EA	\$1,049.69	\$13,645.97	\$382.95	\$4,978.35	\$1,183.23	\$15,381.99	\$450.00	\$5,850.00
5	Street Light Termination	13 EA	\$250.00	\$3,250.00	\$288.09	\$3,745.17	\$18.22	\$236.86	\$42.00	\$546.00
6	Installation of #6 Duplex	1535 FT	\$9.78	\$15,012.30	\$1.95	\$2,993.25	\$2.51	\$3,852.85	\$1.00	\$1,535.00
7	Installation of 1" Conduit	1535 FT	\$22.97	\$35,258.95	\$1.85	\$2,839.75	\$16.76	\$25,726.60	\$1.20	\$1,842.00
8	Installation of uv2 handholes	13 EA	\$866.46	\$11,263.98	\$1,711.93	\$22,255.09	\$350.24	\$4,553.12	\$67.50	\$877.50
9	Installation of Single Phase Padmounts with Concrete Pad and Ground Assembly	9 EA	\$1,732.89	\$15,596.01	\$1,291.18	\$11,620.62	\$2,366.47	\$21,298.23	\$1,150.00	\$10,350.00
10	Installation of 1/0 Cable	7219 FT	\$17.79	\$128,426.01	\$2.55	\$18,408.45	\$16.76	\$120,990.44	\$30.00	\$216,570.00
11	Primary Elbow Termination	24 EA	\$577.63	\$13,863.12	\$556.46	\$13,355.04	\$170.39	\$4,089.36	\$78.00	\$1,872.00
12	Installation of 3 Phase Termination Cabinets and Installation of Ground Assemblies	2 EA	\$2,000.00	\$4,000.00	\$1,500.00	\$3,000.00	\$3,549.70	\$7,099.40	\$1,200.00	\$2,400.00
13	Installation of 50' C1F Wood Pole	1 EA	\$2,500.00	\$2,500.00	\$6,500.00	\$6,500.00	\$711.43	\$711.43	\$3,200.00	\$3,200.00
14	3 Phase Termination on Wood Pole	1 EA	\$5,000.00	\$5,000.00	\$1,850.00	\$1,850.00	\$2,484.57	\$2,484.57	\$1,800.00	\$1,800.00
15	3 Phase Termination into Existing 3 Phase Pad Mount	1 EA	\$5,000.00	\$5,000.00	\$3,871.92	\$3,871.92	\$3,000.09	\$3,000.09	\$1,200.00	\$1,200.00
16	Bore into Existing 3-Phase Transformer with Installation of 3 1/0 Cables and Termination	1 EA	\$5,000.00	\$5,000.00	\$4,754.94	\$4,754.94	\$5,797.85	\$5,797.85	\$2,800.00	\$2,800.00
<b>Total</b>			\$278,816.34		\$113,078.45		\$314,960.08		\$271,009.97	

Optional Variable Quantity Line Items										
17	Add for Rock Bore	500 LF	\$25.00	\$12,500.00	N/B	\$0.00	\$33.52	\$16,760.00	\$350.00	\$175,000.00
18	Add for Blast/Hammer Rock	120 LF	\$30.00	\$3,600.00	N/B	\$0.00	\$62.86	\$7,543.20	\$200.00	\$24,000.00
<b>Total with Options</b>			\$294,916.34		\$113,078.45		\$339,263.28		\$470,009.97	

**Recommended Vendor:**

Over and Under General Contractor, Inc.  
 129 B Hurricane Shoals Road  
 Lawrenceville, GA 30046  
 P: 770-682-9160  
[overundercontractor@gmail.com](mailto:overundercontractor@gmail.com)



# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: WORK SESSION, NOVEMBER 15, 2023

AGENDA CATEGORY: GENERAL DISCUSSION ITEM

- Item:** Wayside Underground Electric Project
- Department:** Electric
- Date of Meeting:** Wednesday, November 15, 2023
- Fiscal Impact:** \$898,262.04
- Presented By:** Huston Gillis, Electric Director
- Action Requested:** Award Wayside Underground Electric Project to overall low bidder, Southern Fiber Company d/b/a Southern Utility Group, amount not to exceed \$898,262.04. Authorization for Mayor to execute contracts subject to approval by the City Attorney. Contracts to follow award.

**Summary:** This project consists of replacing all the underground primary conductors, pad-mount transformers, and pads. It also includes the installation of secondary voltage hand hole/pedestals and intercepted secondary service wire that feeds residential services, and the replacement of Town and Country light fixtures.

**Fiscal Impact:** Amount not to exceed \$898,262.04. This project is funded by the Capital Outlay Fund ( 5114600.541000). Project 06-038.

**Attachments/Exhibits:**  
Bid Tabulation

**SB011-24**  
**Wayside Underground Electric Project**  
**Electric Department**

			High Voltage Specialists, Inc.		Pike Electric, LLC		Primoris T&D Services, LLC	
ITEM #	DESCRIPTION	APPROX. QTY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Warranties & Bonds	1 LS	\$14,000.00	\$14,000.00	\$11,618.57	\$11,618.57	\$0.00	\$0.00
2	Mobilization	1 LS	\$30,000.00	\$30,000.00	\$12,900.00	\$12,900.00	\$21,318.85	\$21,318.85
3	Traffic Control	1 LS	\$8,000.00	\$8,000.00	\$2,580.00	\$2,580.00	\$0.00	\$0.00
4	Replace 22 t/c light and pole	1 EA	\$2,800.00	\$2,800.00	\$1,290.00	\$1,290.00	\$1,279.13	\$1,279.13
5	Installation of T/C new lights	34 EA	\$764.71	\$26,000.14	\$903.00	\$30,702.00	\$639.57	\$21,745.38
6	UV2 handhole assemblies	56 EA	\$914.14	\$51,191.84	\$322.50	\$18,060.00	\$383.74	\$21,489.44
7	1/0 cable bored into specified locations.	12514 FT	\$29.08	\$363,907.12	\$50.70	\$634,459.80	\$30.20	\$377,922.80
8	Primary elbow terminations	56 EA	\$609.43	\$34,128.08	\$193.50	\$10,836.00	\$184.76	\$10,346.56
9	Installation of single-phase padmount and assemblies.	26 EA	\$914.15	\$23,767.90	\$967.50	\$25,155.00	\$1,644.13	\$42,747.38
10	Installation of concrete pads	26 EA	\$914.15	\$23,767.90	\$258.00	\$6,708.00	\$312.68	\$8,129.68
11	Secondary pedestals UV4	48 EA	\$914.13	\$43,878.24	\$193.50	\$9,288.00	\$454.80	\$21,830.40
12	Installation of secondary triplex	16266 FT	\$24.70	\$401,770.20	\$9.03	\$146,881.98	\$30.20	\$491,233.20
13	Primary termination on wood	2 EA	\$2,285.00	\$4,570.00	\$1,677.00	\$3,354.00	\$2,984.37	\$5,968.74
14	Transformer removal (retire)	40 EA	\$250.00	\$10,000.00	\$580.50	\$23,220.00	\$455.01	\$18,200.40
15	Pad removal	40 EA	\$250.00	\$10,000.00	\$109.65	\$4,386.00	\$213.19	\$8,527.60
16	Transportation of retired transformers to 435 W. Pike, Lawrenceville, GA 30046	40 EA	\$110.00	\$4,400.00	\$64.50	\$2,580.00	\$142.13	\$5,685.20
<b>Total</b>			\$1,052,181.42		\$944,019.35		\$1,056,424.76	

Optional Variable Quantity Line Items								
	Add for Rock Bore	1000 LF	\$32.00	\$32,000.00	\$185.00	\$185,000.00	\$40.27	\$40,270.00
	Add for Blast/Hammer Rock	500 LF	\$35.00	\$17,500.00	\$215.00	\$107,500.00	\$80.54	\$40,270.00
<b>Total with Options</b>			\$1,101,681.42		\$1,236,519.35		\$1,136,964.76	

			Over and Under General Contractor, Inc.		Southern Fiber Company d/b/a Southern Utility Group		U-TEC Construction, Inc.	
ITEM #	DESCRIPTION	APPROX. QTY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Warranties & Bonds	1 LS	\$33,646.71	\$33,646.71	\$0.00	\$0.00	\$28,016.69	\$28,016.69
2	Mobilization	1 LS	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$15,000.00	\$15,000.00
3	Traffic Control	1 LS	\$1,600.00	\$1,600.00	\$7,000.00	\$7,000.00	\$7,500.00	\$7,500.00
4	Replace 22 t/c light and pole	1 EA	\$468.09	\$468.09	\$7,800.00	\$7,800.00	\$595.00	\$595.00
5	Installation of T/C new lights	34 EA	\$288.09	\$9,795.06	\$260.00	\$8,840.00	\$295.57	\$10,049.38
6	UV2 handhole assemblies	56 EA	\$288.09	\$16,133.04	\$62.40	\$3,494.40	\$270.90	\$15,170.40
7	1/0 cable bored into specified locations.	12514 FT	\$42.26	\$528,841.64	\$25.25	\$315,978.50	\$85.00	\$1,063,690.00
8	Primary elbow terminations	56 EA	\$255.83	\$14,326.48	\$88.40	\$4,950.40	\$78.00	\$4,368.00
9	Installation of single-phase padmount and assemblies.	26 EA	\$1,131.18	\$29,410.68	\$572.00	\$14,872.00	\$1,200.00	\$31,200.00
10	Installation of concrete pads	26 EA	\$750.00	\$19,500.00	\$88.40	\$2,298.40	\$250.00	\$6,500.00
11	Secondary pedestals UV4	48 EA	\$468.31	\$22,478.88	\$104.00	\$4,992.00	\$225.75	\$10,836.00
12	Installation of secondary triplex	16266 FT	\$2.55	\$41,478.30	\$23.49	\$382,088.34	\$30.00	\$487,980.00
13	Primary termination on wood	2 EA	\$520.00	\$1,040.00	\$1,040.00	\$2,080.00	\$1,250.00	\$2,500.00
14	Transformer removal (retire)	40 EA	\$515.59	\$20,623.60	\$520.00	\$20,800.00	\$265.00	\$10,600.00
15	Pad removal	40 EA	\$206.51	\$8,260.40	\$83.20	\$3,328.00	\$170.00	\$6,800.00

**BID TABULATION**

16	Transportation of retired transformers to 435 W. Pike, Lawrenceville, GA 30046	40 EA	\$174.40	\$6,976.00	\$156.00	\$6,240.00	\$165.00	\$6,600.00
<b>Total</b>			\$754,578.88		\$787,262.04		\$1,707,405.47	
<b>Optional Variable Quantity Line Items</b>								
	Add for Rock Bore	1000 LF	\$140.00	\$140,000.00	\$96.00	\$96,000.00	\$500.00	\$500,000.00
	Add for Blast/Hammer Rock	500 LF	\$140.00	\$70,000.00	\$30.00	\$15,000.00	\$500.00	\$250,000.00
<b>Total with Options</b>			\$964,578.88		\$898,262.04		\$2,457,405.47	

**Recommended Vendor:**

Southern Fiber Company d/b/a Southern Utility Group  
 1563 Calvary Church Rd.  
 Gainesville, GA 30507  
 P: 912-536-5875  
[andrew.bell@southernutilitygroup.com](mailto:andrew.bell@southernutilitygroup.com)



# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: WORK SESSION, NOVEMBER 15, 2023  
AGENDA CATEGORY: COUNCIL BUSINESS OLD BUSINESS

- Item:** Resolution to Approve Authorized Officials and Voting Delegates to Electric Cities of Georgia, Inc.
- Department:** Electric
- Date of Meeting:** Wednesday, November 15, 2023
- Fiscal Impact:** None
- Presented By:** Huston Gillis, Electric Department Director
- Action Requested:** Approve the resolution to appoint the authorized officials and voting delegates for the City of Lawrenceville to Electric Cities of Georgia, Inc.

**Summary** The City Council of the City of Lawrenceville hereby appoints Huston Gillis to serve as the voting delegate, Chuck Warbington to serve as the Authorized Official and Jim Wright to serve as the alternate Authorized Official and alternate voting delegate.

**Attachments/Exhibits:**  
Resolution  
ECG 2019 Authorized Officials



RESOLUTION \_\_\_\_\_

**RESOLUTION TO APPROVE THE AUTHORIZED OFFICIALS AND VOTING DELEGATES FOR THE CITY OF LAWRENCEVILLE TO ELECTRIC CITIES OF GEORGIA, INC.**

**WHEREAS**, the City of Lawrenceville wishes to appoint the authorized official to communicate the decisions of the City and appoint the voting delegate to represent the City; and

**WHEREAS**, the authorized official is approved with authority to complete service confirmation forms, nomination forms for the Board of Directors of ECG, submit ballots for the election of the Board of Directors of ECG, and enter into any contracts on behalf of the city; and

**WHEREAS**, the voting delegate is approved with the authority to cast all votes to which the City is entitled,

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Lawrenceville hereby appoints Huston Gillis to serve as the voting delegate, Chuck Warbington to serve as the Authorized Official and Jim Wright to serve as the alternate Authorized Official and alternate voting delegate.

**IT IS SO RESOLVED** this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

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

Attest:

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



# LAWRENCEVILLE

## GEORGIA

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

**Item:** Authorization to sign signature cards and approval of resolution for 2023 Bond Series Bank Accounts

**Department:** Finance

**Date of Meeting:** Wednesday, November 15, 2023

**Fiscal Impact:** N/A

**Presented By:** Keith Lee, Chief Financial Officer

**Action Requested:** Consideration of resolution authorizing the creation of the 2023 Bond Series bank accounts and approval for the Mayor and City Manager to sign signature cards.

**Summary:** We are required to segregate our Bond Funds. As such we are asking for approval to setup a new bank account. Our bank requires approval of a resolution and authorization to sign signature cards for the setup of new bank accounts.

**Fiscal Impact:** N/A.

**Attachments/Exhibits:** Renasant Bank File with Resolution

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

**RESOLUTION OF THE CITY COUNCIL  
CITY OF LAWRENCEVILLE, GEORGIA  
2023 BOND SERIES BANK ACCOUNTS RESOLUTION**

**WHEREAS**, City of Lawrenceville, Georgia entered into an intergovernmental agreement for 2023 Bond Series funds with the Lawrenceville Building Authority; and

**WHEREAS**, the City is opening two bank depository accounts with Renasant Bank to separate bond funds from other City Funds; and

**WHEREAS**, Renasant Bank requires a resolution be adopted by the governing board; and

**NOW, THEREFORE**, the City Council of the City of Lawrenceville, Georgia does hereby approve and authorize the Mayor, City Manager, and City Clerk to sign the Renasant Bank signatory cards.

**IT IS SO RESOLVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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

ATTEST:

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



# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: WORK SESSION, NOVEMBER 15, 2023

AGENDA CATEGORY: GENERAL DISCUSSION

- Item:** Ordinance setting the time and place of the regularly scheduled meetings of the Lawrenceville City Council for 2024
- Department:** City Clerk
- Date of Meeting:** Wednesday, November 15, 2023
- Fiscal Impact:** N/A
- Presented By:** Karen Pierce, City Clerk
- Action Requested:** Approve the Ordinance setting the time and place of the regularly scheduled meetings of the Lawrenceville City Council for 2024

**Summary:** The City Council is required to adopt the schedule of their regularly scheduled meeting dates each year. The attached calendar reflects the recommended meeting dates for 2024 with consideration of holidays and training dates.

**Attachments/Exhibits:**

- Ordinance
- Meeting Dates

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

**ORDINANCE SETTING TIME AND PLACE OF  
REGULARLY SCHEDULED MEETINGS  
OF THE LAWRENCEVILLE CITY COUNCIL FOR YEAR 2024**

**WHEREAS**, the Council of the City of Lawrenceville desires to establish the time and place of its regular meetings for the 2024 calendar year in accordance with the requirements of Georgia Law.

**NOW THEREFORE**, the Council of the City of Lawrenceville hereby ordains that its regularly scheduled Council Meetings and Work Sessions will be held every month, as shown on the attached schedule. Meetings will be held in the Lawrenceville City Hall Council Chambers located at 70 S. Clayton Street, Lawrenceville, Georgia; and

**IT IS FURTHER ORDAINED**, that other special call meetings may be duly called as needed and properly noticed. All meetings are open to the public, and the City Council welcomes and encourages attendance at these meetings.

**IT IS SO ORDAINED** this \_\_\_\_\_ day of November, 2023.

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

ATTEST:

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



# LAWRENCEVILLE

GEORGIA

## 2024 CITY COUNCIL MEETING SCHEDULE

The City Council meets on the second Wednesday for Work Session each month at 5:00 PM and on the fourth Monday of each month at 7:00 PM for Regular Council Meetings unless otherwise specified. All meetings are held on the fourth floor of City Hall in the Council Assembly Room

<b>City Council Work Session (2<sup>nd</sup> Wednesday)</b>	<b>City Council Hearing (4<sup>th</sup> Monday)</b>
<b>01/10/2024</b>	<b>01/22/2024</b>
<b>02/07/2024</b>	<b>02/26/2024</b>
<b>03/14/2024 (Thursday)</b>	<b>03/25/2024</b>
<b>04/17/2024</b>	<b>04/29/2024</b>
<b>05/08/2024</b>	<b>05/22/2024 (Wednesday)</b>
<b>06/05/2024</b>	<b>06/26/2024 (Wednesday)</b>
<b>07/10/2024</b>	<b>07/22/2024</b>
<b>08/07/2024</b>	<b>08/19/2024</b>
<b>09/04/2024</b>	<b>09/16/2024</b>
<b>10/09/2024</b>	<b>10/28/2024</b>
<b>11/13/2024 (2:00 PM)</b>	<b>11/13/2024 (Wednesday)</b>
<b>12/11/2024 (2:00 PM)</b>	<b>12/11/2024 (Wednesday)</b>