



**TOWN COUNCIL MEETING**  
**November 07, 2024 at 7:00 PM**

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950 Senoia Road, Tyrone, GA 30290

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**Eric Dial**, Mayor  
**Gloria Furr**, Mayor Pro Tem, Post 4

**Jessica Whelan**, Post 1  
**Dia Hunter**, Post 2  
**Billy Campbell**, Post 3

**Brandon Perkins**, Town Manager  
**Dee Baker**, Town Clerk  
**Dennis Davenport**, Town Attorney

**I. CALL TO ORDER**

**II. INVOCATION**

**III. PLEDGE OF ALLEGIANCE**

**IV. PUBLIC COMMENTS:** *Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

**V. APPROVAL OF AGENDA**

**VI. CONSENT AGENDA:** *All matters listed under this item are considered to be routine by the Town Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.*

1. Approval of minutes from October 16, 2024, at 9:00 a.m., October 17th, and October 24th at 6:00 p.m. and 6:30 p.m.
2. Approval of an update to the Town's Holiday closure schedule to include December 23rd, 26th, and 27th.
3. Approval of Crossroads Christian School's Fall Family Picnic at Shamrock Park on November 8th from 10:00 a.m. to 2:00 p.m.

**VII. PRESENTATIONS**

**VIII. PUBLIC HEARINGS**

**IX. OLD BUSINESS**

4. Consideration of a revision to section 36-75 of the Golf Cart Ordinance to allow golf carts or low-speed motor vehicles to be operated on Dogwood Trail between Meadowood Lane and Greencastle Road. - **Brandon Perkins, Town Manager**

**X. NEW BUSINESS**

5. Consideration to Award the John Deere 331P Compact Tract Loader to Ag-Pro under State Contract 99999-001-SPD0000177-0011 in the amount of \$94,213.92. **Scott Langford, Town Engineer / Public Works Director**
6. Consideration to Award the John Deere MH60D Mulching Head to Ag-Pro under State Contract 99999-001-SPD0000177-0011 in the amount of \$40,097.30 **Scott Langford, Town Engineer / Public Works Director**
7. Consideration to Award the Bobcat 28" MX Drum Mulcher to Bobcat of Atlanta - PTC in the amount of \$18,269.20. **Scott Langford, Town Engineer / Public Works Director**
8. Consideration to Award the Spike Road Maintainer to Hoelscher in the amount of \$17,000. **Scott Langford, Town Engineer / Public Works Director**
9. Consideration to select Southtree Commercial Construction, LLC for RFP PW-2024-30 (Shamrock Park Timber Frame Pavilion) and approve the associated design-build contract. **Phillip Trocquet, Assistant Town Manager**

- XI. PUBLIC COMMENTS:** *The second public comment period is for any issue. Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

**XII. STAFF COMMENTS**

**XIII. COUNCIL COMMENTS**

**XIV. EXECUTIVE SESSION**

**XV. ADJOURNMENT**

**TYRONE TOWN COUNCIL  
MEETING - MILLAGE PUBLIC  
HEARING**

**MINUTES**

**October 16, 2024 at 9:00 AM**

**Eric Dial, Mayor**

**Gloria Furr, Mayor Pro Tem, Post 4**

**Jessica Whelan, Post 1**  
**Dia Hunter, Post 2**  
**Billy Campbell, Post 3**

**Brandon Perkins, Town Manager**  
**Dee Baker, Town Clerk**  
**Dennis Davenport, Town Attorney**

Also present:  
Sandy Beach, Finance / HR Manager  
Scott Langford, Town Engineer / Public Works Director

Absent: Council Member Jessica Whelan

**I. CALL TO ORDER**

**II. INVOCATION**

**III. PLEDGE OF ALLEGIANCE**

**IV. PUBLIC COMMENTS:** *Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

**V. APPROVAL OF AGENDA**

A motion was made to approve the agenda.

Motion made by Council Member Campbell, Seconded by Council Member Hunter.  
Voting Yea: Council Member Campbell, Council Member Furr, Council Member Hunter.

**VI. CONSENT AGENDA:** *All matters listed under this item are considered to be routine by the Town Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.*

**VII. PRESENTATIONS**

**VIII. PUBLIC HEARINGS**

- 1. Public hearing for the proposed 2024 millage rate to remain at 2.889 - Brandon Perkins, Town Manager

Mr. Perkins informed everyone that today was the first of three public hearings to set a millage rate to calculate the Town’s share of property taxes for 2024. He added that the proposed 2.889 millage rate was estimated to provide revenue for approximately 17% of the budgeted 2024/2025 fiscal year. If the rate stayed the same for a consecutive 17 years, at 2.889 mills, it would result in approximately \$145,761 more than last year for an increase of 7.81%.

Mr. Perkins presented Council with a presentation. He stated that data provided by the Fayette County Tax commissioner indicated that Tyrone’s rollback millage rate for the following year was 2.669 mills. The proposed tax increase for a home with a fair market value of \$475,000 was \$41.36 and the tax increase for a non-homestead property with a fair market value of \$450,000 was approximately \$39.60.

Mr. Perkins shared that recently House Bill 581 passed and would be on the November ballot. The bill would provide a statewide floating homestead exemption which would restrict assessment increases on homesteaded property to 3% annually or at the rate of inflation, beginning January 1, 2025. It would also allow local governments to opt out of the homestead exemption through the adoption of a resolution by March 1, 2025. The bill would cap unimproved property assessment increases, which could mean governments and school districts must raise tax rates to maintain revenue. It would provide a new 1-cent sales tax Flexible Local Option Sales Tax (FLOST) that would assist local governments recover reduced revenue. It could amount to additional revenue each year without increasing property taxes.

No one was in attendance for the public hearing portion.

**IX. OLD BUSINESS**

**X. NEW BUSINESS**

**XI. PUBLIC COMMENTS:** *The second public comment period is for any issue. Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

**XII. STAFF COMMENTS**

Mr. Perkins announced that the second millage public hearing would be held during the regular meeting tomorrow night at 7:00 p.m. The third public hearing would be held on October 24<sup>th</sup> at 6:00 p.m. and the adoption would be at 6:30 p.m.



**XIII. COUNCIL COMMENTS**

**XIV. EXECUTIVE SESSION**

**XV. ADJOURNMENT**

A motion was made to adjourn.

Motion made by Council Member Campbell.

Voting Yea: Council Member Campbell, Council Member Furr, Council Member Hunter.

The meeting adjourned at 9:26 a.m.

By: \_\_\_\_\_  
Eric Dial, Mayor

Attest: \_\_\_\_\_  
Dee Baker, Town Clerk

**TYRONE TOWN COUNCIL  
MEETING**

**MINUTES**

**October 17, 2024 at 7:00 PM**

**Eric Dial**, Mayor

**Gloria Furr**, Mayor Pro Tem, Post 4

**Jessica Whelan**, Post 1  
**Dia Hunter**, Post 2  
**Billy Campbell**, Post 3

**Brandon Perkins**, Town Manager  
**Dee Baker**, Town Clerk  
**Dennis Davenport**, Town Attorney

Also present:

Phillip Trocquet, Assistant Manager  
Randy Mundy, Police Chief  
Sandy Beach, Finance / HR Manager  
April Spradlin, Court Clerk  
Eric DeLoose, Police Lieutenant

- I. CALL TO ORDER**
- II. INVOCATION**
- III. PLEDGE OF ALLEGIANCE**
- IV. PUBLIC COMMENTS:** *Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

Mayor Dial stated that a discussion would take place under Council comments for residents in attendance to discuss the Dogwood Trail golf cart connection.

Sandy Dow who lives on Swanson Road discussed the speed signs on Swanson Rd. Mr. Perkins stated that they were in stealth mode, gathering data. She also discussed the annual Wreaths Across America recognition. Ms. Dow requested that the back restrooms at the Museum be repaired.

Doug Snowden who lives on Creggan Hill Ct. shared his discontent with having restricted golf cart access to Peachtree City via Dogwood Trail.

Cara Cherry who lives on Meadowood Lane also shared her discontent regarding golf cart restrictions to Peachtree City.

Mara Smith who lives on Winfair Drive also shared her discontent regarding golf cart restrictions to Peachtree City.

Amanda Tucker who lives on Tullamore Trail shared her discontent regarding golf cart restrictions into Peachtree City.

Joe G. who lives on River Dance Way spoke regarding golf cart connections on Dogwood Trail.

**V. APPROVAL OF AGENDA**

A motion was made to approve the agenda.

Motion made by Council Member Hunter, Seconded by Council Member Campbell.  
Voting Yea: Council Member Campbell, Council Member Furr, Council Member Whelan, Council Member Hunter.

**VI. CONSENT AGENDA:** *All matters listed under this item are considered to be routine by the Town Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.*

1. Approval of minutes from October 3, 2024.
2. Approval to renew the Justice One/Courtware Records Management Software agreement and transition to their new platform
3. Approval of an update to the Tyrone Municipal Court Bond Schedule
4. Approval to renew the probation contract to Professional Probation Services for Tyrone Municipal Court
5. Approval to appoint Jim Strickland Law Firm as the Indigent Defense Attorney for Tyrone Municipal Court from January 1, 2025 – December 31, 2025
6. Approval of a proposed "Peace Pole" donation from the Rotary Club of Tyrone to be placed at Veteran's Park.

A motion was made to approve the consent agenda.

Motion made by Council Member Furr, Seconded by Council Member Whelan.  
Voting Yea: Council Member Campbell, Council Member Furr, Council Member Whelan, Council Member Hunter.

**VII. PRESENTATIONS**

7. Employee Service Recognition for Town Manager Brandon Perkins for 25 Years of Service to the Town. Eric Dial, Mayor

Mayor Dial thanked Mr. Perkins for his 25 years of service. Mr. Perkins stated that it was a pleasure working for the Town.

**VIII. PUBLIC HEARINGS**

- 8. Public hearing for the proposed 2024 millage rate to remain at 2.889 - Brandon Perkins, Town Manager

Mr. Perkins explained that staff proposed that the millage rate remain the same for the 17th year in a row at 2.889 mills. Mr. Perkins gave a presentation which is attached.

Mayor Dial opened the public hearing for anyone who wished to speak in favor.

No one spoke.

Mayor Dial opened the public hearing for anyone who wished to speak in opposition.

No one spoke.

**IX. OLD BUSINESS**

**X. NEW BUSINESS**

- 9. Consideration of a request from AMWaste to implement a rate increase, based on the Consumer Price Index, from \$63.87 per quarter to \$65.85 per quarter. Brandon Perkins, Town Manager

Mr. Perkins explained the AMWaste contract regarding rate increases according to the Consumer Price Index.

Council Member Campbell inquired about other waste vendors. Mr. Perkins stated that all the rates researched were higher than AMWaste.

A motion was made to approve the AMWaste quarter rate increase according to the Consumer Price Index from \$63.87 to \$65.85.

Motion made by Council Member Furr, Seconded by Council Member Campbell.  
Voting Yea: Council Member Campbell, Council Member Furr, Council Member Whelan, Council Member Hunter.

- 10. Approval of an update to the Town's Social Media policy. - Brandon Perkins, Town Manager

Mr. Perkins explained that the Town's Social Media policy had not been updated since 2010. He removed the definitions and updated the language. He explained that the Town's website was the main source of information.

He added that staff would not engage citizens that act poorly on social media but would properly inform the public.

Mayor Dial encouraged the public to always reach out to Council, Management, and staff with any questions they may have via, phone, email, or in person.

A motion was made to approve the comprehensive update to the Town's Social Media policy as written.

Motion made by Council Member Hunter, Seconded by Council Member Whelan.  
Voting Yea: Council Member Campbell, Council Member Furr, Council Member Whelan, Council Member Hunter.

- 11. Consideration to Award Task Order 11: 2025 Asphalt Resurfacing, Project No: PW-2025-01 of the 2021 Transportation Engineering Services project to POND, Inc. Scott Langford, Town Engineer / Public Works Director

Mr. Langford stated that the Asphalt Resurfacing Project included the resurfacing of several streets and the replacement of four culverts.

Council Member Campbell inquired how the streets were chosen. Mr. Langford stated that he used the 2021 Pavement Condition Index report. Council Member Campbell then inquired about the contingency fee. Mr. Langford stated that a portion of the project may be in the CSX right of way and could require assistance.

A motion was made to award Task Order 11:2025 Asphalt Resurfacing; Project No: PW-2025-01 to POND, Inc. in an amount not to exceed \$99,259.75 plus a contingency for CSX coordination if required at \$16,259.50.

Motion made by Council Member Whelan, Seconded by Council Member Campbell.  
Voting Yea: Council Member Campbell, Council Member Furr, Council Member Whelan, Council Member Hunter.

**XI. PUBLIC COMMENTS:** *The second public comment period is for any issue. Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

Mara Smith returned for solutions on the Dogwood Road cart path connection issue. Mayor Dial reminded residents that it would be discussed under Council comments.

**XII. STAFF COMMENTS**

Ms. Baker reminded everyone of early voting taking place at 945 Senoia Road every day except Sunday, October 27th, through Friday, November 1st.

Ms. Beach announced that the final Millage Rate public hearing would be held on Thursday, October 24<sup>th</sup> at 6:00 p.m. and the adoption would be at 6:30 p.m.

**XIII. COUNCIL COMMENTS**

Mayor Dial informed everyone regarding the facts about Dogwood Trail being a truck route, speed limits and included some history. He stated that Tyrone was not built as a golf cart community. He discussed speed limits, options, and police implementation for safety.

Mr. Davenport recalled that a blanket ordinance was created for golf carts to be allowed on most residential roads with speed limits of 35 mph and below. It also listed roads that were not permitted, including Dogwood Trail.

Council Member Hunter thanked citizens for coming to the meeting with solution suggestions.

Council Member Campbell mentioned many safety concerns and young drivers.

Council Member Whelan also shared her concerns regarding safety.

Chief Mundy discussed the crossing option and signage. He also discussed the history and concern for safety on Dogwood Trial.

**XIV. EXECUTIVE SESSION**

**XV. ADJOURNMENT**

A motion was made to adjourn.

Motion made by Council Member Campbell.

Voting Yea: Council Member Campbell, Council Member Furr, Council Member Whelan, Council Member Hunter

The meeting adjourned at 8:18 p.m.

By: \_\_\_\_\_  
Eric Dial, Mayor

Attest: \_\_\_\_\_  
Dee Baker, Town Clerk

**TYRONE TOWN COUNCIL  
MEETING - MILLAGE PUBLIC  
HEARING**

**MINUTES**

**October 24, 2024 at 6:00 PM**

**Eric Dial**, Mayor

**Gloria Furr**, Mayor Pro Tem, Post 4

**Jessica Whelan**, Post 1  
**Dia Hunter**, Post 2  
**Billy Campbell**, Post 3

**Brandon Perkins**, Town Manager  
**Dee Baker**, Town Clerk  
**Dennis Davenport**, Town Attorney

Also in attendance:

Phillip Trocquet, Assistant Town Manager  
Ciara Willis, Assistant Town Clerk  
Sandy Beach, Finance / HR Manager  
Scott Langford, Engineer / Public Works Director  
Absent: Dee Baker, Town Clerk  
Dennis Davenport, Town Attorney

**I. CALL TO ORDER**

**II. INVOCATION**

**III. PLEDGE OF ALLEGIANCE**

**IV. PUBLIC COMMENTS:** *Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

**V. APPROVAL OF AGENDA**

A motion was made to approve the agenda.

Motion made by Council Member Furr, Seconded by Council Member Hunter.  
Voting Yea: Mayor Dial, Council Member Campbell, Council Member Furr, Council Member Whelan, Council Member Hunter.

**VI. CONSENT AGENDA:** *All matters listed under this item are considered to be routine by the Town Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.*

**VII. PRESENTATIONS**  
**VIII. PUBLIC HEARINGS**

- 1.
2. Public hearing for the proposed 2024 millage rate to remain at 2.889 - Brandon Perkins, Town Manager

Mr. Perkins explained that staff proposed that the millage rate remain the same for the 17th year in a row at 2.889 mills. Mr. Perkins gave a presentation which is attached.

Mayor Dial opened the public hearing for anyone who wished to speak in favor. No one spoke.

Mayor Dial opened the public hearing for anyone who wished to speak in opposition. No one spoke. The public hearing was closed.

**IX. OLD BUSINESS**  
**X. NEW BUSINESS**

**XI. PUBLIC COMMENTS:** *The second public comment period is for any issue. Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

**XII. STAFF COMMENTS**  
**XIII. COUNCIL COMMENTS**

Council Member Furr asked when the contractor for the 2024 Asphalt project would cease watering the grass on Laurelwood. Mr. Langford stated that it would cease soon. Council Member Campbell asked who was paying for the watering. Mr. Langford stated that it was included in the contract.

**XIV. EXECUTIVE SESSION**  
**XV. ADJOURNMENT**

A motion was made to adjourn.

Motion made by Council Member Campbell.

Voting Yea: Mayor Dial, Council Member Campbell, Council Member Furr, Council Member Whelan, Council Member Hunter.

The meeting adjourned at 6:18 p.m.

By: \_\_\_\_\_  
Eric Dial, Mayor

Attest: \_\_\_\_\_  
Dee Baker, Town Clerk





**TYRONE TOWN COUNCIL  
MEETING - MILLAGE ADOPTION-**

**MINUTES**

**October 24, 2024 at 6:30 PM**

**Eric Dial, Mayor**

**Gloria Furr, Mayor Pro Tem, Post 4**

**Jessica Whelan, Post 1**  
**Dia Hunter, Post 2**  
**Billy Campbell, Post 3**

**Brandon Perkins, Town Manager**  
**Dee Baker, Town Clerk**  
**Dennis Davenport, Town Attorney**

Also present:  
Ciara Willis, Assistant Town Clerk  
Phillip Trocquet, Assistant Town Manager  
Sandy Beach, Finance / HR Manager  
Scott Langford, Engineer / Public Works Director

Absent: Dee Baker, Town Clerk  
Dennis Davenport, Town Attorney

**I. CALL TO ORDER**

**II. INVOCATION**

**III. PLEDGE OF ALLEGIANCE**

**IV. PUBLIC COMMENTS:** *Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

**V. APPROVAL OF AGENDA**

A motion was made to approve the agenda.

Motion made by Council Member Campbell, Seconded by Council Member Whelan.  
Voting Yea: Council Member Campbell, Council Member Furr, Council Member Whelan,  
Council Member Hunter.

**VI. CONSENT AGENDA:** *All matters listed under this item are considered to be routine by the Town Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.*

**VII. PRESENTATIONS**

**VIII. PUBLIC HEARINGS**

**IX. OLD BUSINESS**

- 1. Adopting the 2024 millage rate to remain at 2.889 - Brandon Perkins, Town Manager

Mr. Perkins explained that staff proposed that the millage rate remain the same for the 17th year in a row at 2.889 mills. This would be a 7.81% increase over revenue from last year, equating to approximately \$145,000 more in property taxes than realized last year.

A motion was made to maintain the 2.889 millage rate.

Motion made by Council Member Campbell, Seconded by Council Member Furr.  
Voting Yea: Council Member Campbell, Council Member Furr, Council Member Whelan, Council Member Hunter.

**X. NEW BUSINESS**

- 2. Consideration to approve a Grant agreement between the Town and the Castle Lake Maintenance and Repair Funding Group, Inc. for the purpose of having the Town assist the Funding Group to obtain grant funding for upgrading and maintaining the dam in Castle Lake.- Brandon Perkins, Town Manager

Mr. Perkins explained the Castle Lake Repair Funding Group, Inc. notified the Town that the previously applied for grant was no longer an option. They were there tonight requesting that the new FEMA High Hazard Potential Dam (HHPD) grant agreement be approved for the Castle Lake Dam repairs.

Mayor Dial thanked the group for their funding and diligence.

A motion was made to approve the grant agreement between the Town and the Castle Lake Maintenance and Repair Funding Group, Inc. for the purpose of having the Town assist the Funding Group to obtain grant funding for upgrading and maintaining the dam in Castle Lake.

Motion made by Council Member Hunter, Seconded by Council Member Campbell.  
Voting Yea: Council Member Campbell, Council Member Furr, Council Member Whelan, Council Member Hunter.

**XI. PUBLIC COMMENTS:** *The second public comment period is for any issue. Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

Mr. Steve Castlen stated God bless you on behalf of the citizens of Castle Lake.

**XII. STAFF COMMENTS**

**XIII. COUNCIL COMMENTS**

Council Member Whelan reminded everyone to vote.

Council Member Hunter asked Mr. Perkins to explain the difficulties in sustaining the current millage model for future funding. He asked Mr. Perkins to establish a timeline for Council to avoid any shortfalls in the future. Mr. Perkins shared that he would do his best but would first need to know the outcome of House Bill 581 and then many other factors.

**XIV. EXECUTIVE SESSION**

**XV. ADJOURNMENT**

A motion was made to adjourn.

Motion made by Council Member Campbell.

Voting Yea: Council Member Campbell, Council Member Furr, Council Member Whelan, Council Member Hunter.

The meeting adjourned at 6:43 p.m.

By: \_\_\_\_\_  
Eric Dial, Mayor

Attest: \_\_\_\_\_  
Dee Baker, Town Clerk



**COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Type:** Council - Regular

**Meeting Date:** November 7, 2024

**Agenda Item Type:** Consent Agenda

**Staff Contact:** Brandon Perkins, Town Manager

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**STAFF REPORT**

**AGENDA ITEM:**

Approval of an update to the Town's Holiday closure schedule to include December 23rd, 26th, and 27th.

**BACKGROUND:**

The time between Christmas eve and the New Year holiday is an extremely slow time for the Town due to holiday travel, vendor closures, etc. Given that and the fact that Christmas Eve and Christmas fall in the middle of the week this year, I propose an amendment to the Town's holiday schedule to include December 23<sup>rd</sup>, 26<sup>th</sup>, and 27<sup>th</sup> to allow our employees more time with their families this year as a show of appreciation. Given our past experience, I am confident that this action would have minimal impact on our citizens.

**FUNDING:**

N/A

**STAFF RECOMMENDATION:**

Staff recommends approval.

**ATTACHMENTS:**

Click or tap here to enter text.

**PREVIOUS DISCUSSIONS:**



# COUNCIL ITEM AGENDA REQUEST FORM

**Department:** Recreation

**Meeting Date:** 11/7/2024

**Staff Contact:** Lynda Owens

**Agenda Section:** Consent

## Staff Report:

### Item Description: Fall Family Picnic Crossroads Christian School

#### Background/History:

Consideration for approval of Crossroads Christian School’s Annual school picnic for November 8<sup>th</sup>. The event was scheduled for September 27, 2024. But canceled due to the weather. Approximately 125 are attending. The time will be from 10:00 am – 2:00 pm, at Shamrock Park. The request for September was on the consent agenda for August 15, 2024 and approved.

#### Findings/Current Activity:

Pending approval

Is this a budgeted item? n/a If so, include budget line number: \_\_\_\_\_

#### Actions/Options/Recommendations:

Approval



**COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Type:** Council - Regular

**Meeting Date:** November 7, 2024

**Agenda Item Type:** Old Business

**Staff Contact:** Brandon Perkins, Town Manager

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**STAFF REPORT**

**AGENDA ITEM:**

Consideration of a revision to section 36-75 of the Golf Cart Ordinance to allow golf carts or low-speed motor vehicles to be operated on Dogwood Trail between Meadowood Lane and Greencastle Road.

**BACKGROUND:**

The Town’s current golf cart ordinance prohibits the operation of golf carts along Dogwood Trail. This provision has been in the ordinance for many years – likely since the ordinance was first adopted 20+ years ago – but has not been regularly enforced by the Police Department. That changed in October after a young person was illegally operating a golf cart on Dogwood Trail and was involved in an accident.

Thankfully, no one was injured in that accident, but the accident was a catalyst for our PD to place more focus on this provision of the ordinance. Unfortunately, this action also brought to light the fact that many of our golf cart users on the west side of HWY 74 are unable to access Peachtree City via the cut through path at the end of Greencastle Lane. Combined with PTC’s decision to close Crabapple Lane, this provision essentially eliminates all golf cart connectivity between Tyrone and PTC, which is not our intent.

After hearing input from many citizens who have been impacted by this matter, Staff (including Chief Mundy and Lt. DeLoose from the PD) got together to discuss how we might be able to safely allow golf carts to continue connecting to PTC via Greencastle. The consensus is that this can easily be achieved by simply changing the current ordinance to allow golf cart operations on Dogwood Trail between Meadowood Lane and Greencastle. That stretch of roadway is relatively flat with good visibility and the speed limit is 35 mph, which matches state law pertaining to golf cart operations on roadways.

Staff proposes a multi-phase approach to this matter:

1. Approve the aforementioned change to the ordinance tonight to immediately allow golf carts to be operated along that section of Dogwood Trail. It’s important to note that legal counsel was included in our discussions and Mr. Davenport agrees with the recommended ordinance revision.

- 2. Over the next couple of weeks, the Town will install new signage along this section of Dogwood to include golf cart/share the road signs, higher visibility speed signs, and a flashing speed sign.
- 3. Continue with our planned installation of a signalized crossing at Tullamore next Summer as soon as the paving project is completed.
- 4. Consider adding “sharrows” along this section of the roadway in conjunction with the new crossing.

Just a note: Some residents on the East side of Hwy 74 have reached out asking why we cannot take similar steps on their section of Dogwood Trail so that they can operate their golf carts up to Dogwood Church and then into PTC via the old road bed adjacent to Hwy 74. There are several major obstacles on that side:

- The speed limit there is 45mph and state law does not allow golf carts to be operated on roadways with a speed limit higher than 35mph. Can the Town change the speed limit? Yes, but this should only be completed after a proper speed study has been completed and these are costly and risky in that the study may not warrant the change.
- Dogwood Church has not given us approval to allow golf cart traffic to traverse its property, so the Town cannot encourage this to happen by means of an ordinance change.
- It is staff’s understanding that GDOT still owns the ROW that the old road bed rests on and they have not given permission for its use as a golf cart path.

**FUNDING:**

Funding for this proposal includes the purchase of signs, which would be negligible. The Town already has the flashing speed sign.

**STAFF RECOMMENDATION:**

Staff recommends approval.

**ATTACHMENTS:**

Click or tap here to enter text.

**PREVIOUS DISCUSSIONS:**

This was previously discussed during the October 17<sup>th</sup> meeting.





## COUNCIL AGENDA ITEM COVER SHEET

**Meeting Type:** Council - Regular  
**Meeting Date:** November 7, 2024  
**Agenda Item Type:** New Business  
**Staff Contact:** Scott Langford

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### STAFF REPORT

**AGENDA ITEM:**

Consideration to Award the John Deere 331P Compact Tract Loader to Ag-Pro under State Contract 99999-001-SPD0000177-0011 in the amount of \$94,213.92.

**BACKGROUND:**

This purchase is to give the Town the ability to clear and mulch areas in less time and more safely. John Deere products are under State Contract 99999-001-SPD0000177-0011. While this purchase is more than what we anticipated and budgeted back in March 2024, we can make up some of the deficit with savings from previous purchases that were under budget, relocating unused funds from other PW fund accounts, and by not purchasing some of the equipment this fiscal year.

**FUNDING:**

General Funds – General Funds - Public Works Equipment (100-40-54.2201)

**STAFF RECOMMENDATION:**

Staff requests awarding the John Deere 331P Compact Tract Loader to Ag-Pro under State Contract 99999-001-SPD0000177-0011 in the amount of \$94,213.92.

**ATTACHMENTS:**

See attached proposal

**PREVIOUS DISCUSSIONS:**

Budget workshop and budget meetings




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**Quote Summary**

**Prepared For:**  
 TOWN OF TYRONE  
 CITY HALL  
 TYRONE, GA 30290  
 Business: 487-4038

**Prepared By:**  
 Lilly Michael  
 Ag-Pro  
 81 Millard Farmer Ind Blvd  
 Newnan, GA 30263  
 Phone: 770-254-0383  
 mlilly@agproco.com

**Quote Id:** 31831015  
**Created On:** 15 October 2024  
**Last Modified On:** 15 October 2024  
**Expiration Date:** 31 October 2024

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE 331 P COMPACT TRACK LOADER - 1T0331PACRFB03796	\$ 122,212.94	\$ 94,013.93 X	1 =	\$ 94,013.93
<b>Equipment Total</b>				<b>\$ 94,013.93</b>

---

**Quote Summary**

Equipment Total	\$ 94,013.93
Dealer services	\$ 199.99
SubTotal	\$ 94,213.92
Est. Service Agreement Tax	\$ 0.00
Total	\$ 94,213.92
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 94,213.92</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_



# Selling Equipment



Quote Id: 31831015

Customer: TOWN OF TYRONE

## JOHN DEERE 331 P COMPACT TRACK LOADER - 1T0331PACRFB03796

Hours: 1

Suggested List

Stock Number: M0005172

\$ 122,212.94

Code	Description	Qty
00U0T	JOHN DEERE 331 P-TIER TRACK LOADER	1

### Standard Options - Per Unit

183N	JDLINK IRON	1
0202	USA DEST CODE	1
0259	ENGLISH OP MAN & DECALS	1
0351	TRANSLATED TEXT LABELS	1
0515	L2 2SP CAB AC PQT HFL	1
0950	LESS VISION SYSTEM	1
1100	NO OBSTACLE INTELLIGENCE	1
1362	2" SEAT BELT W/SHOULDERSTRAP	1
5604	RUBBER TRACK GRP, 450MM	1
8043	COLD START PACKAGE 110 VOLT	1
8049	PRE CLEANER	1
8934	84" HD CONST BKT W/ EDGE	1

### Dealer Attachments

BYT12124	Rear View Camera Kit	1
BYT12082	Boom-Mounted Hose Guide	1
BYT12112	Severe Duty Door	1
BYT12079	Heavy Duty Grille	1
BYT12300	Debris Mitigation Field Kit	1
BYT12536	Fire Extinguisher Bracket	1
BYT12296	Guard, Front Single and Dual Rear Worklights	1
BYT12135	Reversing Fan Field Kit	1
BYT12852	Guard, Auxiliary Hydraulic Quick Coupler	1
BYT12419	Stackable Counterweight Field Kit	3

### Other Charges

Freight	1
Setup	1

# Statewide Information Sheet

Section X, Item 5.

<b>Statewide Contract Number</b>	99999-001-SPD0000177-0011	<b>NIGP Code</b>	Please reference TGM.
<b>Name of Contract</b>	Tractors, Mowers, and Earthmoving Equipment		
<b>Effective Date</b>	June 1, 2021	<b>Expiration Date</b>	May 31, 2025
<b>Contract Table of Contents</b>			
<b>Suppliers Awarded</b>	35	<b>Contract Information:</b>	MANDATORY
<b>Contract Information for Supplier</b>			<b>Page Number</b>
John Deere Construction Retail Sales			2
<b>Additional Contract Information</b>			
Changes/Extensions/Renewals			3







## COUNCIL AGENDA ITEM COVER SHEET

**Meeting Type:** Council - Regular

**Meeting Date:** November 7, 2024

**Agenda Item Type:** New Business

**Staff Contact:** Scott Langford

### STAFF REPORT

**AGENDA ITEM:**

Consideration to Award the John Deere MH60D Mulching Head to Ag-Pro under State Contract 99999-001-SPD0000177-0011 in the amount of \$40,097.30.

**BACKGROUND:**

This purchase is to give the Town the ability to clear and mulch areas in less time and more safely. John Deere products are under State Contract 99999-001-SPD0000177-0011. While this purchase is more than what we anticipated and budgeted back in March 2024, we can make up some of the deficit with savings from previous purchases that were under budget, relocating unused funds from other PW fund accounts, and by not purchasing some of the equipment this fiscal year.

**FUNDING:**

General Funds – General Funds - Public Works Equipment (100-40-54.2201)

**STAFF RECOMMENDATION:**

Staff requests awarding the John Deere MH60D Mulching Head to Ag-Pro under State Contract 99999-001-SPD0000177-0011 in the amount of \$40,097.30.

**ATTACHMENTS:**

See attached proposal

**PREVIOUS DISCUSSIONS:**

Budget workshop and budget meetings

**Quote Summary**

**Prepared For:**  
 TOWN OF TYRONE  
 CITY HALL  
 TYRONE, GA 30290  
 Business: 487-4038

**Prepared By:**  
 Lilly Michael  
 Ag-Pro  
 81 Millard Farmer Ind Blvd  
 Newnan, GA 30263  
 Phone: 770-254-0383  
 mlilly@agproco.com

**Quote Id:** 31831215  
**Created On:** 15 October 2024  
**Last Modified On:** 15 October 2024  
**Expiration Date:** 31 December 2024

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE MH60D Mulching Head	\$ 49,148.00	\$ 39,897.31 X	1 =	\$ 39,897.31
<b>Equipment Total</b>				<b>\$ 39,897.31</b>

**Quote Summary**

Equipment Total	\$ 39,897.31
Dealer services	\$ 199.99
SubTotal	\$ 40,097.30
Est. Service Agreement Tax	\$ 0.00
<b>Total</b>	<b>\$ 40,097.30</b>
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 40,097.30</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

Quote Id: 31831215

Customer: TOWN OF TYRONE

## JOHN DEERE MH60D Mulching Head

Hours:

Suggested List

Stock Number:

\$ 49,148.00

Code	Description	Qty
07A2T	MH60D Mulching Head	1
<b>Standard Options - Per Unit</b>		
2000	Mulching Head Smooth Rotor	1




# Statewide Information Sheet

Section X, Item 6.

<b>Statewide Contract Number</b>	99999-001-SPD0000177-0011	<b>NIGP Code</b>	Please reference TGM.
<b>Name of Contract</b>	Tractors, Mowers, and Earthmoving Equipment		
<b>Effective Date</b>	June 1, 2021	<b>Expiration Date</b>	May 31, 2025
<b>Contract Table of Contents</b>			
<b>Suppliers Awarded</b>	35	<b>Contract Information:</b>	<b>MANDATORY</b>
<b>Contract Information for Supplier</b>			<b>Page Number</b>
John Deere Construction Retail Sales			2
<b>Additional Contract Information</b>			
Changes/Extensions/Renewals			3



 Ag-Pro

John Deere MH60D - Forestry Mulcher...



**COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Type:** Council - Regular

**Meeting Date:** November 7, 2024

**Agenda Item Type:** New Business

**Staff Contact:** Scott Langford

---

**STAFF REPORT**

**AGENDA ITEM:**

Consideration to Award the Bobcat 28" MX Drum Mulchger to Bobcat of Atlanta - PTC in the amount of \$18,269.20.

**BACKGROUND:**

This purchase is to give the Town the ability to clear and mulch areas in tight spaces using our mini-ex. This purchase is being considered a sole source as per the attached form and associated email. The cost for this drum mulcher along with the needed hose kit totals \$18,269.20.

**FUNDING:**

General Funds – General Funds - Public Works Equipment (100-40-54.2201)

**STAFF RECOMMENDATION:**

Staff requests awarding the Bobcat 28" MX Drum Mulchger to Bobcat of Atlanta - PTC in the amount of \$18,269.20.

**ATTACHMENTS:**

See attached proposal and sole source documents

**PREVIOUS DISCUSSIONS:**

Budget workshop and budget meetings



Quotation Number: MC794849  
Quote Sent Date: Oct 14, 2024  
Expiration Date: Oct 31, 2024  
Prepared By: Manuel Corrales  
Phone: 770-337-4259  
Email: mcorrales@bobcatofatlanta.com

Customer  
**Bobcat of Atlanta - PTC**  
306 Dividend Dr  
Peachtree City, GA, 30269-1908  
Phone: 7706555774

Contact

Dealer  
**Bobcat of Atlanta, Peachtree City, GA**  
306 DIVIDEND DR.  
PEACHTREE CITY, GA, 30269

Item Name	Item Number	Quantity	Price Each	Total
<b>MX Drum Mulcher 28"</b>	7486182	1	16,503.20	16,503.20
<b>76" MX Drum Mulcher Hose Kit</b>	46884603	1	666.00	666.00
Total for MX Drum Mulcher 28"				17,169.20
<b>Case Drain Upgrade Installed</b>	N/A	1	1,100.00	1,100.00
Total for Case Drain Upgrade Installed				1,100.00
Quote Total - USD				18,269.20
Sales total before Taxes				18,269.20
Taxes				0.00
<b>Quote Total - USD</b>				<b>18,269.20</b>

**Customer acceptance:**  
 Quotation Number:: MC794849                      Purchase Order: \_\_\_\_\_

**Authorized Signature:**  
 Print: \_\_\_\_\_ Sign: \_\_\_\_\_

Date: \_\_\_\_\_ Email: \_\_\_\_\_ Tax Exempt: Y  / N





To: Phillip Troquet, Sandy Beach  
Cc: Scott Langford  
From: Mitch Bowman  
Date: October, 24, 2024  
RE: Sole Source Procurement Justification – Bobcat Drum Mulcher

Sandy,

This memo serves as a formal record for the sole source procurement of Hoelscher Spike Road Maintainer, required by the Public Works Department for dirt road maintenance. After research and consideration, it has been determined that a sole source situation exists.

**JUSTIFICATION:**

- **Vendor Name:** Bobcat of Atlanta
- **Unique Qualifications or Capabilities:** This Drum Mulcher is compatible with our Bobcat Mini-X while other brands could require modifications to the mulcher or our machine to operate it properly.
- **Brand Requirement:** It is highly preferred by the vendor to use this attachment for this particular machine to eliminate modifications that could limit future use of other attachments on this machine.
- **Vendor's Sole Source Affirmation:** While other companies do make drum mulchers, Bobcat attachments are preferred to limit unnecessary modifications.

Based on the information and documents provided, Bobcat of Atlanta is identified as the sole source for MX Drum Mulcher. Approval from the Finance Department is requested to proceed with the procurement under the sole source policy.

Best Regards,

Incorporated 1911



---


**Fw: Sole Source Documents**

---

**From** Phillip Trocquet <phillip.trocquet@tyronega.gov>

**Date** Mon 10/28/2024 2:48 PM

**To** Scott Langford <scott.langford@tyronega.gov>; Sandy Beach <sandy.beach@tyronega.gov>

 1 attachments (43 KB)  
20241025102108481.pdf;

Scott,

These look good for verifying the sole source nature of the equipment needed.

I double checked that the vendors also met the sole-source criteria as well:

- **Hoelscher:** New Hoelscher Spike Road Maintainers are exclusively sold directly from Hoelscher, which, according to my research, only operates out of one location in Indiana. This meets section 9 of our Procurement Manual.
- ➔ • **Bobcat:** New Bobcat Drum Mulchers are available solely from Bobcat directly. The limited number of Bobcat resellers found only deal with used products, and/or redirect straight back to Bobcat dealers. Furthermore, upon contacting Bobcat, I was informed that their dealer network adheres to a protected territory model. Therefore, any quote requested from a dealer outside our territory would likely be redirected to our nearest dealer with the requested item in stock. This meets section 9 of our Procurement Manual.

Please include this email in Sandy's file to support the sole-source justifications for both items.

Thank you,

**Phillip Trocquet, AICP, CPM**  
**Asst. Town Manager, Town of Tyrone**  
*Community Development | Public Works*

**Office:** (770) 487-4038 | **Direct:** (770) 881-8322 | **Book a Meeting:** 



---

**From:** Mitch Bowman <mitch.bowman@tyronega.gov>

**Sent:** Friday, October 25, 2024 10:18 AM

**To:** Sandy Beach <sandy.beach@tyronega.gov>; Scott Langford <scott.langford@tyronega.gov>; Phillip Trocquet <phillip.trocquet@tyronega.gov>

**Subject:** Sole Source Documents

Please see the attached documents for the Spike Road Maintainer as well as the Drum Mulcher. The attached documents have the quotes for these items.

---

**From:** copier@tyronega.gov <copier@tyronega.gov>

**Sent:** Friday, October 25, 2024 10:21 AM

**To:** Dee Baker <dee.baker@tyronega.gov>; Mitch Bowman <mitch.bowman@tyronega.gov>; Mitch Bowman <mitch.bowman@tyronega.gov>

**Subject:** Message from "Admin"

Caution: This email originated from an external sender. Verify the source before opening links or attachments.

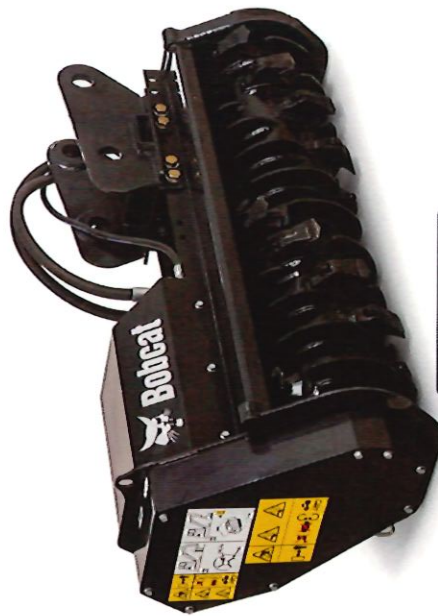
This E-mail was sent from "Admin" (IM C4510).

Scan Date: 10.25.2024 10:21:08 (-0400)

Queries to: copier@tyronega.gov

[Home](#) > [Attachments](#) > [Drum Mulcher – Compact \(Mini\) Excavator](#)

# Drum Mulcher Compact Excavator Attachment



Tap to zoom



Bobcat drum mulchers for compact excavators are the ideal attachment for clearing trees and heavy brush along roadsides, riverbanks and other hard-to-reach areas.

- Mulch heavy brush, overgrowth and trees up to 5 inches thick





## COUNCIL AGENDA ITEM COVER SHEET

**Meeting Type:** Council - Regular

**Meeting Date:** November 7, 2024

**Agenda Item Type:** New Business

**Staff Contact:** Scott Langford

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### STAFF REPORT

**AGENDA ITEM:**

Consideration to Award the Spike Road Maintainer to Hoelscher in the amount of \$17,000.

**BACKGROUND:**

This purchase is to give the Town the ability to mix and smooth the surfaces of unpaved roads. The Hoelscher product contains a magnetic blade that collects nails and other metal items that may be present. This purchase is being considered a sole source as per the attached form and associated email. The cost for this spike road maintainer totals \$17,000.

**FUNDING:**

General Funds – General Funds - Public Works Equipment (100-40-54.2201)

**STAFF RECOMMENDATION:**

Staff requests awarding the Spike Road Maintainer to Hoelscher in the amount of \$17,000.

**ATTACHMENTS:**

See attached proposal and sole source documents

**PREVIOUS DISCUSSIONS:**

Budget workshop and budget meetings







**Removes:**  
*corrugations, ruts and potholes*

**Restores:**  
*proper profile of the road*

**Reduces:**  
*punctures and cuts to tires*

Spike is a road maintainer that efficiently rejuvenates roads with two rows of rigid spikes. The spikes dig deep enough to get to the bottom of corrugations, ruts and potholes, while leaving the material in place.

A floating leveling bar spreads the aggregate across the surface. It can be adjusted to pull material towards the crown, to restore the profile of the road.

A magnet is attached at the rear of the unit, to remove nails and damaging metals from your roads.

Spike can eliminate windrows, which restrict water runoff and create hazards to drivers. Instead, it uses this gravel to create a more weatherproof, longer lasting driving surface.

Spike reduces cost on equipment, gravel, labor, and fuel.

**Specifications:**

- Size** **8' (2,438mm)**
- Width: 96.5" (2,451mm)
- Height: 44.2" (1,123mm)
- Length: 166" (4,216mm)
- Weight: 2,060# (934.4kg)
- Tires: (2) 9.5L-15
- Spikes: 37 carbide tipped
- Hitch: Cat II and III

Specifications subject to change without notice.



Scan to view video



Made in U.S.A.



www.hoelscherinc.com





To: Phillip Troquet, Sandy Beach  
Cc: Scott Langford  
From: Mitch Bowman  
Date: October, 24, 2024  
RE: Sole Source Procurement Justification – Hoelscher Spike Road Maintainer

Sandy,

This memo serves as a formal record for the sole source procurement of Hoelscher Spike Road Maintainer, required by the Public Works Department for dirt road maintenance. After research and consideration, it has been determined that a sole source situation exists.

**JUSTIFICATION:**

- **Vendor Name:** Hoelscher Commercial Products
- **Unique Qualifications or Capabilities:** SPIKE is a road maintainer that efficiently rejuvenates roads with two rows of rigid spikes. The spikes dig deep enough to get to the bottom of corrugations, ruts and potholes, while leaving the material in place.
- A floating leveling bar spreads the aggregate across the surface. It can be adjusted to pull material towards the crown, to restore the profile of the road.
- A powerful magnet is attached at the rear of the unit, to remove nails and damaging metals from your roads.
- **Brand Requirement:** This brand is the only brand we found with this spike design that will allow for more efficient maintenance on all of our dirt roads.

**SUPPORTING DOCUMENTATION (Optional):**

Attached to this memo are the following documents, which confirm the sole source status of Hoelscher Commercial Products for providing the Spike Road Maintainer

- **Vendor's Sole Source Affirmation:** According to research, Hoelscher is the only producer of the road maintainer that includes spikes, floating bar leveler and a magnet to remove metals from the road surface.

Based on the information and documents provided, Hoelscher Commercial Products is identified as the sole source for Spike Road Maintainer. Approval from the Finance Department is requested to proceed with the procurement under the sole source policy.

Best Regards,

Incorporated 1911



Outlook

---


**Fw: Sole Source Documents**

---

From Phillip Trocquet <phillip.trocquet@tyronega.gov>

Date Mon 10/28/2024 2:48 PM

To Scott Langford <scott.langford@tyronega.gov>; Sandy Beach <sandy.beach@tyronega.gov>

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I double checked that the vendors also met the sole-source criteria as well:

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Thank you,

**Phillip Trocquet, AICP, CPM**  
**Asst. Town Manager, Town of Tyrone**  
*Community Development | Public Works*

**Office:** (770) 487-4038 | **Direct:** (770) 881-8322 | **Book a Meeting:** 



---

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**Subject:** Sole Source Documents

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---

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**Subject:** Message from "Admin"

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This E-mail was sent from "Admin" (IM C4510).

Scan Date: 10.25.2024 10:21:08 (-0400)

Queries to: copier@tyronega.gov



# AGENDA REQUEST FORM

**Meeting Date:** 11/07/2024  
Phillip Trocquet

**Staff Contact:**

**Agenda Section:** New Business

## STAFF REPORT

**Item Description:** *Consideration to select Southtree Commercial Construction, LLC for RFP PW-2024-30 (Shamrock Park Timber Frame Pavilion) and approve the associated design-build contract.*

### Background/History:

As part of the 2023 SPLOST, a Shamrock Park Master Plan and design was completed to provide a multi-phased improvement of Shamrock Park. The first of these phases is the construction of an open-air timber-frame pavilion intended to be used as a central gathering space, stage, and focal point for the park. RFP-2024-30 included design-build services for the pavilion as well as the inclusion of a path extension to the structure; it was released and concluded late summer.

### Findings/Current Activity:

Southtree Commercial Construction was selected from the RFP Process. Now that contract formulation and negotiation has concluded, the project can begin.

**Is this a budgeted item?**  **If so, include budget line number:** 2023 SPLOST

### Actions/Options/Recommendations:

Staff recommends final RFP selection approval of the design-build contract with Southtree Commercial Construction, LLC.



# Request for Proposal



## DESIGN-BUILD SHAMROCK PARK TIMBER-FRAME PAVILLION & PATH

RFP Number: PW-2024-30



# Contents

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# Advertisement for Bids

Section X, Item 9.

**Owner:** Town of Tyrone

**Project Name:** Shamrock Park Timber-Frame Pavillion & Path

**RFP Number:** PW-2024-30

**Project Location:** Town of Tyrone

**Description of Project/Services:** Design-build (DB) services to design, engineer, and construct a 1,500 - 1,800 square-foot timber-frame pavilion and adjoining 500' multi-use path at Shamrock Park for the purposes of hosting event performances and every-day park activities.

**PROJECT DOCUMENTS MAY BE OBTAINED FROM:** <https://www.tyronega.gov/bid-items>

- All public notices, addenda, and other documents shall be posted at: <https://www.tyronega.gov/bid-items>
- Licensure: To be considered for selection, persons or firms must be properly licensed in accordance with the requirements of the Official Code of Georgia Annotated, as amended, at the time of proposal submission.
- All communication shall be in writing to the Town's Purchasing Agent listed below. Preferred method of communication is email.

**Town Purchasing Agent:** Phillip Trocquet

**Title:** Assistant Town Manager

**Address:** 950 Senoia Road, Tyrone GA 30290 | **E:** [phillip.trocquet@tyronega.gov](mailto:phillip.trocquet@tyronega.gov) | **Ph:** (770) 487-4038

**Pre-submittal Conference:** NO

**Submittal Due Date:** 08/28/2024 **Time:** 12:00PM

**Location:** Tyrone Town Hall

**Project Number:** PW-2024-30

**Submittal Delivery Address (Mail & Delivery):**

Town of Tyrone  
Attn: Phillip Trocquet  
950 Senoia Road  
STE. A  
Tyrone, GA 30290

**Approved By:** \_\_\_\_\_

(Town Manager)

**Date:** \_\_\_\_\_

# Introduction

**A. PURPOSE OF PROPOSAL:** The Town of Tyrone invites proposals from qualified Design Build (DB) firms for the construction of a timber-frame pavilion at Shamrock Park, and associated trail. This pavilion is envisioned as a central feature of the park, designed to host bands, and provide a sheltered area for visitors. Additionally, the trail will link the new pavilion to the existing circular path around the park's lake.

This project marks the first phase of the Shamrock Park redesign, a master plan finalized in 2024 to enhance the park's infrastructure in response to increased activities and visitorship in the downtown area.

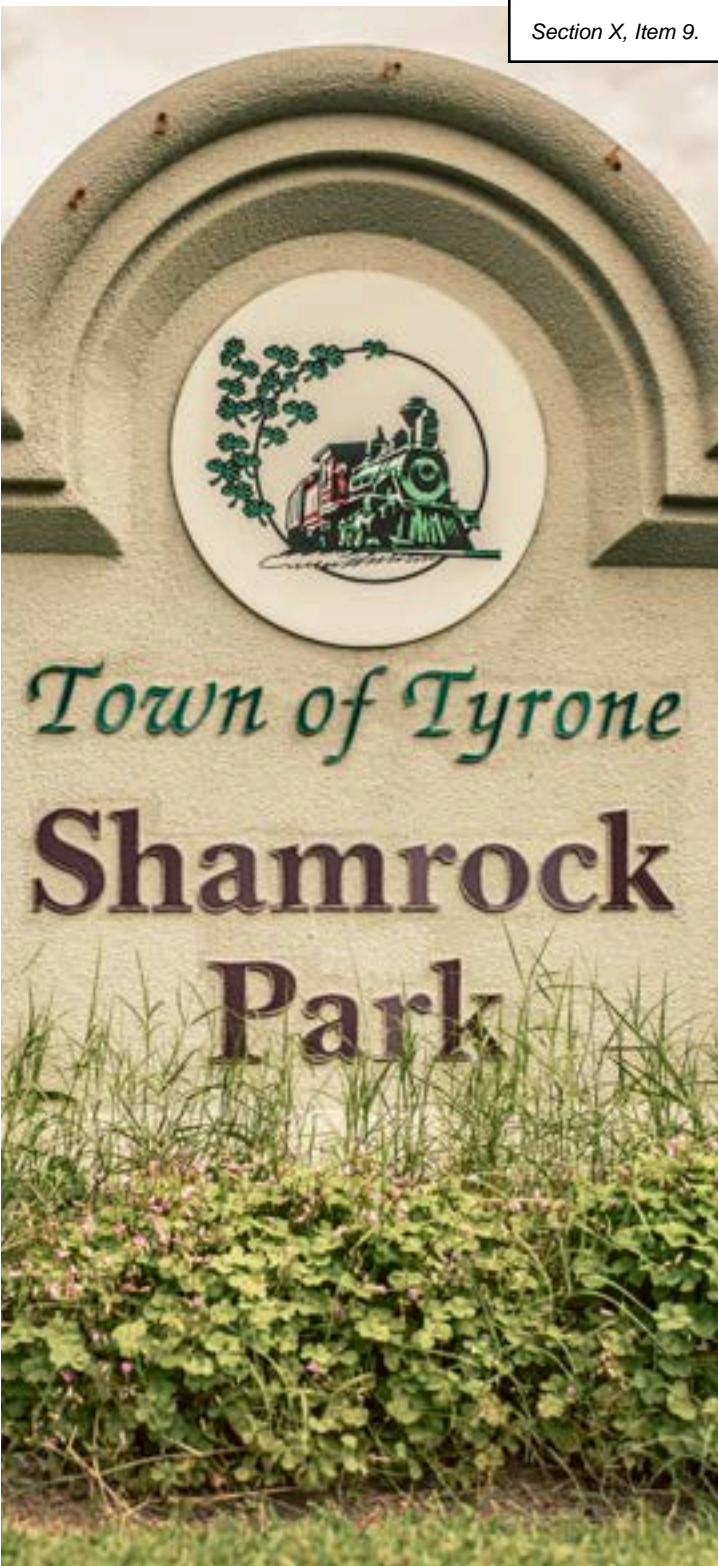
## B. SCHEDULE:

<b>RFP Advertised</b>	<b>07/31/2024</b>
<b>Question Submittal Deadline</b>	<b>08/06/2024</b>
<b>Addenda Deadline</b>	<b>08/22/2024</b>
<b>RFP Submission Deadline</b>	<b>08/28/2024</b>
<b>Notification of Short-list</b>	<b>09/03/2024</b>
<b>Bidder Interviews</b>	<b>09/09/2024</b>
<b>Notification of Intent to Select</b>	<b>09/10/2024</b>
<b>Town Council Approval Meeting</b>	<b>09/19/2024</b>
<b>Execute Contract &amp; Begin Project</b>	<b>TBD</b>

**C. STAFF COMMUNICATION:** From the issue date of this solicitation until a DB Team/contractor is selected and the selection is made public, all communication with Town staff or elected officials is prohibited except through the designated purchasing agent named in this document. Violations of this provision may result in the rejection of the offender's bid or proposal.

**D. QUESTIONS & ANSWERS:** All questions must be submitted via email or in writing to:  
*Phillip Trocquet, Asst. Town Manager/ Purchasing Agent*  
950 Senoia Road  
Tyrone, GA 30290  
Direct: (770) 881-8322  
Email: [phillip.trocquet@tyronega.gov](mailto:phillip.trocquet@tyronega.gov)

Section X, Item 9.



Questions must be received by the date established in the RFP schedule. Answers will be issued by the Town in the form of an addendum and sent to all responding contractors as well as posted to the Town's website: <http://tyrone.org/links/bid-items/> no later than the date established in the RFP schedule. **Bidders must ensure they have all applicable addenda prior to submittal.**



# Scope of Work

**A. TYPE OF GOODS/SERVICES & OBJECTIVES:** The Town of Tyrone is seeking qualified firms to design and build a timber-frame pavilion between 1,500-1,800 square feet in size and associated 500' multi-use access trail that meets the goals, objectives, and rough designs associated with the 2024 Shamrock Park Master Plan. This pavilion is to be situated just north of Shamrock Park Pond at 955 Senoia Road, Tyrone, GA 30290. Precise placement is to be determined by the Project Team consistent with Town goals and planning efforts.

**B. SPECIFICATIONS:** The Town of Tyrone envisions the following minimum specifications for the project:

- Timber Frame Construction (1,500 -1,800 s.f.)
- Stack stone or brick column bases
- 2'-3' above-grade finished floor (for performances)
- 500' x 12' ADA asphalt multi-use trail (vehicular rated)
- Concrete ADA ramp to access trail from pavillion
- Stormwater, drainage, erosion & sediment control plans
- Exterior & Interior Lighting
- Landscaping & hardscaping
- Electrical (with capacity for audio & lighting equipment)
- 20' - 30' Retractable screen (for movies in park)
- Built-in outdoor audio speaker installation
- Outdoor WiFi installation
- 1000 square foot concrete plaza (in front of pavilion)
- Architectural Shingle, Shake Shingle, or metal roofing

## C. DESIGN CONSIDERATIONS:

Visibility through the structure from field to pond is a feature that should be preserved either through a gabled roof or other measures.

Incorporation of electrical/utility control space should be minimalistic and incorporated into design in a creative way.

The required services will include all architectural design services, engineering services, and consultant services necessary to obtain any and all permits for the work as well as the preparation and construction documents and site preparation, clean up, construction, and commissioning of the facility.

It is imperative that the project be designed, and constructed with the Section X, Item 9. cost, schedule and quality control by all participants. There is a clear expectation by the Town Council and citizens of Tyrone that construction costs will come in at or below the budgeted amount. The Town of Tyrone will be the Owner of the project. The design-builder will contract with the Owner with both constituting the Project Team.

**C. EXAMPLES & CONCEPT:** Examples of the structure requested as well as the master-plan concepts can be found in **attachment E**.

**D. SITE OPERATIONS:** It is expected that the park remain open and in-use during the construction period with intermittent closures scheduled and approved on an as-needed basis by the Owner in writing. The active construction area for the project should be confined to the smallest feasible area and secured such that park-goers can still utilize the existing trail and partial access of the field during construction. Staging areas shall be returned to pre-construction conditions once construction is complete. Standards and methods for site operations shall be developed in consultation with the Owner.



# Schedule & Meetings

**A. SCHEDULE:** The work in this RFP shall be completed in accordance with the following schedule:

DB Design Development Documents:

- DB Design development documents shall be submitted no later than **30** calendar days after execution of contract.

60% Draft DB Construction Documents:

- Work on 60% draft DB construction documents shall continue during the DB design development documents review and once DB design development review comments are received, they shall be addressed and incorporated in the 60% draft DB construction documents.
- 60% draft DB construction documents shall be submitted no later than **90** calendar days after the submission of DB design development documents.

100% Complete DB Construction Documents:

- 100% complete, stamped, and signed DB construction documents shall be submitted no later than **30** calendar days after the submission of the 60% draft DB construction documents.

Construction:

- Construction shall be completed no later than **09/01/2025**

**B. Meetings:** the following project meetings shall occur between the Project Team constituting representatives of the Owner and appropriate representatives of the DB Team:

Design Meeting:

After the award of the contract and acceptance of performance and payment bonds, the Town will arrange a design meeting with the DB team. The meeting will review the following:

- Review of Town needs and design
- Environmental and stormwater requirements
- Design schedule
- Modifications during design
- Submittals during design
- Areas available for use by the DB team
- Access requirements
- Construction area
- Payments to DB team
- Needed permits

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Preconstruction Meeting

The following deliverables shall be submitted a minimum of one week prior to the preconstruction meeting:

- Project schedule with construction portion fully developed
- List of subcontractors for the project
- Written statements from subcontractors certifying compliance with applicable labor requirements.
- Proof of liability insurance coverage and workmen's compensation for the contractor and all subcontractors.
- Listing of any needed IBC inspections

After 100% complete DB construction documents are approved, and prior to the start of construction, the Town will arrange an on-site preconstruction meeting with the DB team. The meeting will include the following as a minimum:

- Correspondence procedures
- Jobsite safety
- Roles and responsibilities
- Lines of authority
- Progress payments
- Submittal process
- Resolution to comments
- Construction schedule
- Modifications
- Off-business hours work
- Access and laydown/staging areas
- Contractor Parking
- Weekly progress meetings
- Security (contractor will be responsible)
- Any and all special conditions as a result of inspections.

# Proposal Format

**A. PACKAGING OF PROPOSAL:** Clearly label the outside of the shipping package/envelope as follows:

- Legal Name of Firm/Company submitting the proposal
- Name of primary point of contact for the DB Team
- RFP Number: PW-2024-30
- Due: Date and time established in the RFP schedule or as amended by addendum

**B. SUBMISSION REQUIREMENTS:** The offeror shall deliver one original (marked), five (5) additional copies, and one flash drive containing an electronic PDF copy to the Purchasing Agent no later than the date set in the RFP schedule:

Town of Tyrone  
Attn: Phillip Trocquet, Purchasing Agent  
950 Senoia Road, Suite A  
Tyrone, GA 30290  
phillip.trocquet@tyronega.gov

*In order to limit the cost incurred by responding to this solicitation, proposers are encouraged to be brief. Thick submittals with background and general marketing material are not desired. Instead, emphasis should be placed on responding to the evaluation criteria and understanding the project requirements and the project goals.*

- Proposals should be prepared in a clear and concise manner. They shall be submitted on no more than 25, one-sided, 1" margin 8½" x 11" pages in no smaller than 11-point Times New Roman font, clearly organized.
- The Title page should identify the project; the name of the DB Team; name of the DB Team's primary contact; and address, telephone number, and email address.
- The Table of Contents shall contain the sections and page numbers for the items listed below.
- Sections should be organized in tabbed sections as outlined by the evaluation criteria & clearly identified in a table of contents; said tabs may be consolidated.
- Forms other than the fee proposal shall be in their own appendix section.
- Fee proposals shall be submitted in a separate sealed envelope clearly labeled with the company/DB Team name and RFP number.
- The appendix section shall be no more than 8 pages.
- Tabs, table of contents, cover, appendix, and required forms will not be counted towards the 25-page limit.

**C. RESPONSIBILITY:** The Town is not responsible for the proper or timely delivery of submittals. Failure to meet the deadline for receipt of submittals will result in rejection of the submittal. Submittals received after the deadline will not be considered whether delayed in transit or for any other cause whatsoever. Each DB Team is solely responsible for the accuracy and completeness of its submittal.

**D. COSTS TO PREPARE RESPONSES:** The Town of Tyrone assumes no responsibility or obligation to the respondents and will make no payment for any costs associated with the preparation or submission of proposals.

**E. QUESTIONS ABOUT THE PROJECT:** Questions shall be in writing to the Purchasing Agent, Phillip Trocquet, preferably in email format. Questions must be submitted at least 10 calendar days prior to the submittal date and time. Responses will be via addenda posted on the Town's website at <http://tyrone.org/links/bid-items/>. It is the DB Team's responsibility to visit the website frequently to ensure they have the most up-to-date information.

# Evaluation & Response to Criteria

**EVALUATION SUMMARY & SELECTION CRITERIA:** The selection team will review all proposals submitted. After reviewing the proposals, the team may, at its discretion, invite to interview and demonstrate performance at Tyrone Town Hall (at proposer's expense) short-listed proposers whose proposals appear to best meet the requirements set forth in the RFP. Selection will be based on the qualifications of the consultant team and the quality of the proposal. The Town reserves the right to call references provided in the submittal and to require phone or personal interviews with DB Teams requiring additional evaluation. The following criteria will be used for evaluation:

<b>Qualifications &amp; Experience</b>	<b>25%</b>
<b>Methodology &amp; Approach</b>	<b>30%</b>
<b>Company/Firm Standing</b>	<b>20%</b>
<b>Pricing &amp; Cost Approach</b>	<b>25%</b>

## A. QUALIFICATIONS & EXPERIENCE (25%):

- **General** -Related experience of the DB Team with similar projects comparable in type, size, and complexity.
- **Team Qualifications** - Include a summary of the DB Team's understanding of services and work to be performed and include relevant experience of the DB Team. Identify the project manager and key staff assigned if awarded. Provide resumes summarizing qualifications and relevant experience. Include specific information on the staff's experience with landscape architecture, park construction, and relevant work in small towns.
- **Project Experience & References** - Each proposal shall provide at least three (3) case histories of recent similar projects completed by the DB Team within the last five (5) years. Please include the name, address, telephone number, and an email address for reference checks.

## B. METHODOLOGY & APPROACH (30%)

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- Provide a brief summary of the firm's approach, demonstrating the Design Build team's understanding of the project scope and overall vision for completion of the project.
- **Project Schedule** - Each proposer shall provide a detailed project schedule corresponding to the proposed methodology and highlighting key tasks and milestones. DB Teams should provide an anticipated workload. This schedule should correspond to the dates listed at the beginning of the RFP.

## C. COMPANY/FIRM STANDING & LOCATION (20%):

- **General** - DB Teams should cover their current workload and whether they will be able to dedicate sufficient time to the project. A demonstration of the DB Team's good financial standing, proper insurance coverage, and scheduling ability should also be included.
- **Financial Standing** - The DB Team selected must be able to provide proof that they are in good financial standing. Such information should include an assets to liability ratio. All records submitted by the DB Team may be subject to the Georgia Open Records Act, O.C.G.A. § 50-18-70 et seq. As such, the Contractor should be careful to not provide any proprietary information. In addition, the Town may require contact information with the contractor's financial institution(s), along with the necessary consent for the Town to contact the institution to inquire as to the financial status of the contractor.
- **Location** - DB Team proximity to the Town of Tyrone for A&E as well as the contractor will be considered as part of this evaluation as an indicator of potential responsiveness and familiarity with the Town.

## D. PRICING APPROACH & COST (25%):

- **General** -Cost effective proposals are of significant importance in awarding this contract. Cost proposals should include a detailed line item budget including all labor and direct costs broken down by task and hours per the fee proposal form. If the proposal includes recommended services beyond the scope listed, those should be called out separately.



# Terms & Conditions

**A. ACCEPTANCE OF PROPOSALS:** The Town of Tyrone reserves the following rights and options:

- To reject any and/or all submittals or portions of submittals.
- To short-list up to 5 firms
- To reject a subconsultant
- To re-advertise if deemed necessary
- To interview candidates prior to making a selection
- To issue subsequent requests for qualifications or requests for proposals
- To negotiate a contract for the services
- To approve, disapprove, modify or cancel any of the scope of work to be undertaken.

**B. CONTRACT NEGOTIATIONS & COSTS:** The contract for the work proposed in the RFP may be contracted through the Town of Tyrone. The Town will negotiate the terms of the contract with the DB Team(s) submitting the top-ranked response or another ranked choice should negotiations with the top-ranked DB Team fail. The Town of Tyrone will not reimburse the DB Team any costs incurred prior to a formal notice to proceed. Contracts shall be generally consistent with AIA or EJCDC design-build contracts.

**C. EQUAL OPPORTUNITY:** This will be an equal opportunity project; no person or business entity shall on the grounds of race, color, national origin, sex, age, or handicap/disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the Town of Tyrone.

**D. OWNERSHIP:** The ownership of all data, materials, and documentation prepared for the Town in response to this RFP, including original file types such as AutoCAD .dwg files shall belong exclusively to the Town of Tyrone and will be considered a record prepared and maintained or received in the course of operations of a public office or agency and subject to public inspection in accordance with the Georgia Open Records Act, Official Code of Georgia Annotated, Section 50-18-70, et. seq., unless otherwise provided by law. By providing a submittal, each DB Team agrees that the Town will have the right to use any or all ideas or concepts presented without restriction or compensation.

**E. COMPLIANCE WITH LAWS:** In connection Section X, Item 9. with the furnishing of supplies or performance of work under the contract, the offeror agrees to comply with the Fair Labor Standards Act, Equal Opportunity Employment Act Georgia Security and Immigration Compliance Act, and all other applicable Federal and State laws to the extent that the same may be applicable and further agrees to insert the foregoing provision in all subcontractors awarded hereunder. The DB Team agrees that any employee with a criminal history that the contractor reasonably believes poses a threat to property or persons will not be brought or sent to the Town's property. The DB Team agrees to impose this same criminal background check requirement on all subcontractors, vendors, suppliers, or consultants, used to fulfill its responsibilities under this agreement at their cost. The Town reserves the right to verify compliance by DB Team upon request.

**F. WITHDRAWALS:** A submitted proposal may be withdrawn prior to the submittal due date by a written request to the purchasing agent. No proposals may be withdrawn after the scheduled date and time to receive the proposal listed in the RFP schedule or as amended by addendum.

**G. INDEMNIFICATION:** The DB Team shall save and hold harmless, pay on behalf of, protect, defend, indemnify the Town, assure entire responsibility and liability for losses, expenses, demands and claims in connection with or arising out of any injury, or alleged injury (including death) to any person, or damage, or alleged damage, to property of the Town or others sustained or alleged to have been sustained in connection with or to have arisen out of or resulting from the performance or the intended performance of any work/service, outlined or resulting from this agreement, by the DB Team of their employees, including losses, expenses or damages sustained by the Town or Town Officials, including the Mayor and Council members and employees of the Town from any and all such losses, expenses, damages, demands and claims. The DB Team further agrees to defend any suit or action brought against the Town or Town Officials based on any such alleged injury or damage and to pay all damages, cost and expenses in connection therewith or resulting there from. As an integral part of this agreement, the DB Team agrees to purchase and maintain, during the life of this contract, contractual liability insurance in the amounts required in the general liability section Insurance Requirements. The obligations of the DB Team pursuant to this paragraph shall not be limited in any way by any limitation in the amount or type of proceeds, damages, compensation, or benefits payable under any policy of insurance or self-insurance maintained by or for the use and benefit of the DB Team



# Terms & Conditions Cont.

**H. DB TEAM QUALIFICATIONS:** A proposal will be considered only from those DB Teams who are regularly established in services described in the scope of work and who are financially responsible and have the necessary equipment and facilities required by this proposal to provide said services and to meet the standards as stipulated in these documents. The Town may request information substantiating the above requirements. Failure to provide such information may result in the proposal being considered non-responsive. It is understood that the right is reserved by the Town to thoroughly inspect and investigate the establishment, facilities, equipment, business reputation, and other general qualifications of any DB Team; and to reject any bid irrespective of bid prices, if it shall be administratively determined that any or all of the qualifications cannot be met.

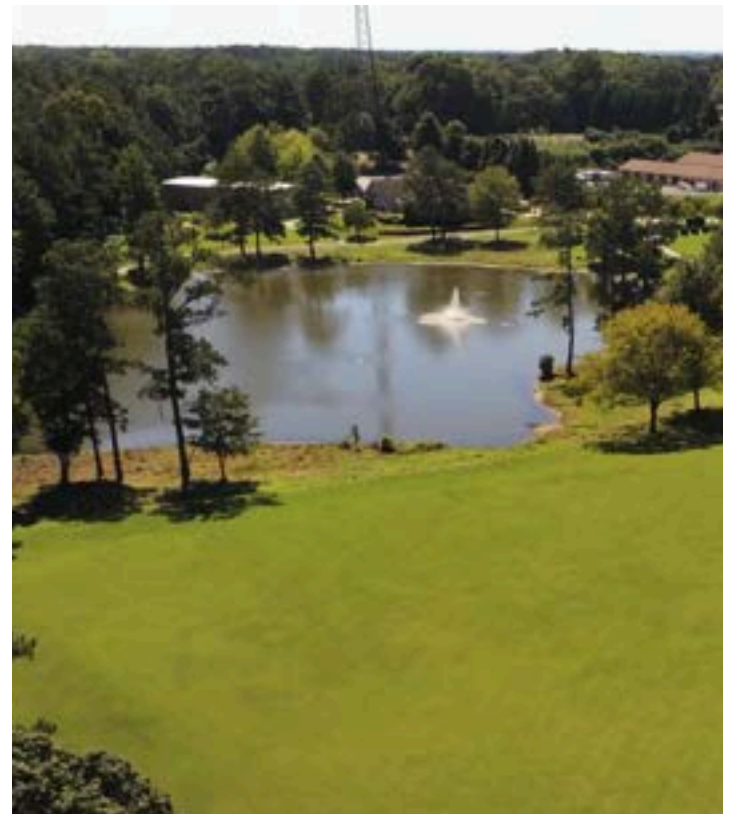
**I. LIQUIDATED DAMAGES:** The DB Team agrees that for compensation to be paid, the owner shall retain as Liquidated Damages, the sum of \$250 per day for each calendar day the actual construction time required to achieve the substantial completion exceeds the specified or adjusted time for substantial completion as provided in the contract documents. This sum is intended by the parties as the predetermined measure of compensation for actual damages, not as a penalty for nonperformance.

**J. TERMINATION OF AWARD FOR CAUSE:** If, through any cause, the successful Proposer should fail to fulfill in a timely and proper manner its obligations or if the successful Proposer knowingly violates any of the covenants, agreements or stipulations of the award, the Town shall thereupon have the right to terminate the award by giving written notice to the successful Proposer of such termination and specifying the effective date of termination. In that event, all finished or unfinished services, reports or other materials prepared by the successful Proposer shall, at the option of the Town, become its property, and the successful Proposer shall be entitled to receive just, equitable compensation for any satisfactory work completed, prepared documents or materials as furnished.

Notwithstanding the above, the successful Proposer shall not be relieved of liability to the Town for the damage sustained by the Town by virtue of breach of the award by the successful Proposer and the Town may withhold any payments to the successful vendor for the purpose of set off until such time as the exact amount of damages due the Town from the successful Proposer is determined.

Section X, Item 9.

**K. TERMINATION OF AWARD FOR CONVENIENCE:** The Town may terminate the award at any time by giving written notice to the successful vendor of such termination and specifying the effective date thereof, at least thirty (30) working days before the effective date of such termination. In that event, all finished or unfinished services, reports, material(s) prepared or furnished by the successful Proposer under the award shall, at the option of the Town, become its property. If the award is terminated by the Town as provided herein, the successful vendor will be paid an amount which bears the same ratio to the total compensation as the services actually performed or material furnished bear to the total services/materials the successful Proposer covered by the award, less payments of compensation previously made. If the award is terminated due to the fault of the successful Proposer, termination of award for cause, relative to termination shall apply.



# Other Information

## A. RFP INFORMATION WEBPAGES:

**Town of Tyrone's main website:** [www.tyronega.gov](http://www.tyronega.gov)

### Supplemental Studies:

<https://www.tyronega.gov/community-development/planning-zoning>

**RFP Postings: Home > Quick Links > Items for Bid or directly at:** <https://www.tyronega.gov/bid-items>

**B. MULTIPLE VENDORS:** While the Town expects to make only one award, multiple vendors may form a team to submit a joint proposal. All firms and individuals involved in each team must be identified in the proposal. A single individual and firm must be designated as having overall responsibility for services. The lead individual and firm will serve as the Town's primary contact and will be responsible for ensuring agreed-upon timelines and work requirements are met.

**C. INSURANCE REQUIREMENTS:** Prior to the award of a contract, the Contractor shall furnish a Certificate of Coverage or other proof that it has the following insurance with the Town named as additional insured that must remain in force for a period of at least one year after completion of the work:

- Commercial General Liability, Contractual Liability, Products/Complete Operations Liability, Owners and Contractors Protective Liability, Errors and Omissions, and Personal Injury Liability Insurance - \$2,000,000 Combined Single Limit Bodily Injury and Property Damage- each occurrence and per project.
- Comprehensive Automobile Liability Insurance - \$1,000,000 Combined Single Limit Injury and Property Damage Liability - each occurrence and for all automobiles and equipment.
- Umbrella - \$1,000,000
- Workers' Compensation Insurance - \$100,000 Bodily Injury by Accident - each accident; \$500,000 Bodily Injury by Disease - policy limit; and \$100,000 Bodily Injury by Disease - each employee.

## D. REQUIRED FORMS:

- **Certification of RFP Submittal and Acknowledgement of Addenda (Attachment B)**
  - The individual signing the RFP shall have the authority to negotiate the full scope of services on behalf of the organization and shall be authorized to bind the contract to the terms and conditions of this RFP.
- **Georgia Illegal Immigration Reform and Enforcement Act (IIREA) Form (Attachment C)**
  - In compliance with Georgia Security & Immigration Compliance Act of 2006 - O.C.G.A. 13-10-91, no public employer shall enter into a contract pursuant to this chapter for the physical performance of services within this state unless the contractor registers and participates in the federal work authorization program to verify information of all newly hired employees or subcontractors. Before a bid for any such service is considered by a public employer, the bid shall include a signed, notarized affidavit from the contractor attesting to the following:
    - The affiant has registered with and is authorized to use the federal work authorization program;
    - The user identification number and date of authorization for the affiant; and
    - The affiant is using and will continue to use the federal work authorization program
- **Fee Proposal Form (Attachment D)**
  - Interested offerors are to submit this form in a separate sealed envelope within the RFP submittal package.



## Certification of RFP Submittal

The undersigned declares that she or he is an authorized agent of the company or firm listed as the primary offeror; has carefully examined all the documents contained in this Request for Proposals (RFP) solicitation for the project; and certifies to the best of her/his knowledge that this Proposal fully complies with the requirements of the RFP and all addenda and clarifications issued in regard to the RFP.

The undersigned also hereby certifies that no person acting for or employed by the Town of Tyrone is directly or indirectly interested in this Proposal or any subsequent proposal, or in any contract which may be made under it, or in expected profits to arise therefrom; that the undersigned Offeror has not influenced or attempted to influence any other person or corporation to file a Proposal or any subsequent proposal or any other person or corporation; and that this submission is made in good faith without collusion or connection with any other person or corporation applying for the same work under a different Proposal.

The undersigned states that she or he has the necessary licenses, certifications, and professional credentials necessary to practice their respective professions within the State of Georgia under O.C.G.A

Acknowledgement of Addenda. By Signing below, the interested Offerors acknowledges receipt of the following addenda to this RFP:

Addenda No. and Date (if any)\_\_\_\_\_

### SIGNED UNDER THE PENALTY OF PERJURY:

Signature: \_\_\_\_\_  
(Signature of Authorized Agent)

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

Title: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Date: \_\_\_\_\_

Project Number: \_\_\_\_\_

Project Name: \_\_\_\_\_

Subscribed and Sworn before me  
this \_\_\_\_\_ day of  
\_\_\_\_\_, 2024.

Notary Public

My Commission Expires: \_\_\_\_\_

# Attachment B

## E-Verify Form

Section X, Item 9.

### CONTRACTOR AFFIDAVIT UNDER O.C.G.A. 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with the Town of Tyrone, Georgia (the "Town") has registered with and is participating in a federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontract who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

-----  
*Federal Work Authorization User Identification Number*

-----  
*Date of Authorization*

-----  
*Name of Contractor*

RFP PW-2024-30 - Shamrock Park Timber-Frame Pavillion & Path  
*Name of Project*

Town of Tyrone, Georgia  
*Name of Public Employer*

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, 2024 in \_\_\_\_\_ (city), \_\_\_\_\_ (State)

-----  
*Signature of Officer or Authorized Agent*

-----  
*Printed Name and Title of Officer or Authorized Agent*

Subscribed and Sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

-----  
Notary Public

-----  
My Commission Expires:

# Attachment C

## Fee Proposal Form

**Instructions: Complete both parts of this bid form. Submit with RFP in a separate sealed envelope labeled with the RFP number and Company Name**

**PART I: BID SUMMARY**

- Lump sum total cost for basic services: \$ \_\_\_\_\_
- Lump sum total cost for total cost of additional services: \$ \_\_\_\_\_
- Lump sum total cost of reimburseables not to exceed: \$ \_\_\_\_\_

Category	Bid Amount
Pavillion	\$ _____
Technical (Audio/Visual, Electrical, etc. . .)	\$ _____
Installation	\$ _____
Grading, Drainage, Erosion Control	\$ _____
General Conditions (Bonds, Insurance, etc. . .)	\$ _____

*Please provide a schedule of values detailing the hourly rate of employees and other services included in the bid proposal*

**PART II: CONTRACTOR INFORMATION**

\_\_\_\_\_

PROJECT NAME AND RFP NUMBER

\_\_\_\_\_

PHONE NUMBER

\_\_\_\_\_

CONTRACTOR/FIRM LEGAL NAME

\_\_\_\_\_

EMAIL

\_\_\_\_\_

COMPANY ADDRESS

\_\_\_\_\_

OFFICER/AUTHORIZED AGENT NAME

\_\_\_\_\_

FEDERAL ID

\_\_\_\_\_

SIGNATURE OF OFFICER/AUTHORIZED AGENT

\_\_\_\_\_

DATE SUBMITTED

\_\_\_\_\_

COMPANY SEAL



## Examples & Town Plans

### SHAMROCK PARK MASTER PLAN:

[https://www.tyronega.gov/sites/default/files/uploads/down\\_towndown-development/2024.02.28-shamrock-park-final-site-planr.pdf](https://www.tyronega.gov/sites/default/files/uploads/down_towndown-development/2024.02.28-shamrock-park-final-site-planr.pdf)

### ENVISION TYRONE DOWNTOWN PLAN:

[https://www.tyronega.gov/sites/default/files/uploads/tyron\\_etc\\_p\\_finaldraft\\_2021-12-14-compressed.pdf](https://www.tyronega.gov/sites/default/files/uploads/tyron_etc_p_finaldraft_2021-12-14-compressed.pdf)

### SUPPLEMENTAL TIMBER FRAME BUILDING EXAMPLES:

