



CITY OF BRUNSWICK

601 Gloucester Street * Post Office Box 550 * Brunswick * Georgia * 31520-0550 * (912) 267-5500 * Fax (912) 267-5549

Cosby H. Johnson, Mayor
Julie T. Martin, Mayor Pro Tem
John A. Cason III, Commissioner
Felicia M. Harris, Commissioner
Kendra L. Rolle, Commissioner

City Attorney
Brian D. Corry

City Manager
Regina M. McDuffie

AGENDA

**BRUNSWICK CITY COMMISSION
REGULAR SCHEDULED COMMISSION MEETING
WEDNESDAY, NOVEMBER 1, 2023 AT 6:00 P.M.
1229 NEWCASTLE STREET, 2nd FLOOR**

&

STREAMED LIVE AT THE BELOW WEB ADDRESS:

<https://www.facebook.com/citybwkga>

CALL TO ORDER **INVOCATION **PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

1. Adoption of November 1, 2023 Regular Scheduled Meeting Agenda.

PUBLIC COMMENT

RECOGNITION(S), PRESENTATION(S), & AWARD(S)

2. Keep Golden Isles Beautiful and Girl Scouts Manatee Sculpture Presentation. (*L. Badyna*) **(Encl 1)**

ITEM(S) TO CONSIDER FOR APPROVAL

3. Consider Approval of October 18, 2023 Work Session and Regular Scheduled Meeting Minutes. (*subject to any necessary changes.*) (*N. Atkinson*) **(Encl 2)**
4. Consider Approval of September 30, 2023 Financial Reports. (*K. Mills*) **(Encl 3)**
5. Consider Approval to Purchase One Hundred Dollar Gift Cards (\$100.00) for Full Time Employees and Elected Officials, Fifty Dollar Gift Cards (\$50.00) for Part Time and Seasonal Employees. (*R. McDuffie*). **(Encl 4)**
6. Consider Approval of St. Marks Towers Construction Agreement. (*G. Alberson*) **(Encl 5)**
7. Consider Approval for Special Purpose Local Option Sales Tax (SPLOST) Expenditures for Orange Park and Additional Police Cars. (*R. McDuffie*). **(Encl 6)**

EXECUTIVE SESSION



SUBJECT: KGIB/Girl Scouts manatee sculpture restoration presentation

COMMISSION ACTION REQUESTED ON: Oct 18 OR Nov 1: Presentation

PURPOSE: Update the City Commission on a recent Girl Scout Silver Star Award project of rehabbing and restoring the Overlook Park manatee statue.

HISTORY: In 2017, Keep Golden Isles Beautiful (KGIB) worked with the City of Brunswick and Glynn County government to have 5 Litter Prevention Public Art Sculptures and accompanying signage fabricated and installed in local public parks, to make the connection between land litter and marine debris. Since that time, the City's Overlook Park manatee litter prevention statue has withstood several hurricanes and tropical storms. Coastal salt air and intense sunshine plus the storms had left the sculpture in need of restoration. Girl Scout Troop 30276 took on the task of rehabbing the sculpture as their Silver Star Award project. The two high school aged project participants have prepared a 3-minute PowerPoint presentation of their experience that showcases the amazing work they performed and the fantastic end result. Having the two Girl Scouts who worked on the project present to the Brunswick City Commission would be a highlight and honor for them, and would showcase the positive differences that local youth contribute to the City of Brunswick. .

FACTS AND ISSUES: Land litter quickly becomes marine debris via the 250+ storm drain outfalls in the Golden Isles community. Public education is imperative in reducing the amount of litter found in local natural spaces and along roadways. The KGIB Litter Prevention Sculptures are a lasting educational component in the continuing public education effort to this end. Having the Overlook Park manatee sculpture rehabbed is essential in its ability to educate the public.

BUDGET INFORMATION: N/A

OPTIONS: 1. Allow the two high school aged project Girl Scouts participants to present a 3-minute PowerPoint regarding their Silver Award Project of the Overlook park manatee restoration.

DEPARTMENT RECOMMENDATION ACTION: Keep Golden Isles Beautiful recommends allowing the two participating Girl Scouts to present the 3-minute PowerPoint update of their Overlook Park manatee sculpture restoration efforts

DEPARTMENT:

Prepared by: Lea King-Badyna, executive director, Keep Golden Isles Beautiful

ADMINISTRATIVE COMMENTS:

ADMINISTRATIVE RECOMMENDATION:


City Manager

10/2/2023
Date





girl scouts
of historic georgia

2023 Silver Project GS Troop 30276

“Bobby Bobs Again”

By

Elizabeth Paris & Emma Ribron



OFFICIAL MINUTES
BRUNSWICK CITY COMMISSION
WORK SESSION
WEDNESDAY, OCTOBER 18, 2023 AT 5:00 P.M.
1229 NEWCASTLE STREET, 2nd FLOOR
&
STREAMED LIVE AT THE BELOW WEB ADDRESS:
<https://www.facebook.com/citybwkga>

PRESENT: Honorable Mayor Cosby Johnson, Mayor Pro-Tem Julie Martin, Commissioner John Cason III, Commissioner Felicia Harris, and Commissioner Kendra Rolle

CALL TO ORDER: Mayor Johnson (*meeting began at 5:00 p.m.*)

DISCUSSION:

1. Affordable Housing & Neighborhood Revitalization Program. (*J. Hunter*)
City Planning Russ Marane gave a presentation on the above-referenced plan.
Following questions and answers the commission thanked Mr. Marane for the update.

PUBLIC HEARING

2. Pathways to Removing Obstacles to Housing (PRO Housing). (*J. Hunter*)
City Planning Russ Marane gave a presentation to the commission on the above-referenced item and advised the commission of grants available to assist in covering some of the obstacles to housing.

Mayor Johnson opened the floor for anyone wanting to address the commission regarding Pro Housing.

No one came forth to address the commission.

Public hearing closed.

WORK SESSION ADJOURNED – *session adjourned at 5:58 p.m.*

/s/Cosby H. Johnson
Cosby H. Johnson, Mayor

Attest: /s/ Naomi D. Atkinson
Naomi D. Atkinson, City Clerk

**OFFICIAL MINUTES
BRUNSWICK CITY COMMISSION
REGULAR SCHEDULED MEETING
WEDNESDAY, OCTOBER 18, 2023 AT 6:00 P.M.
1229 NEWCASTLE STREET, 2nd FLOOR
&**

STREAMED LIVE AT THE BELOW WEB ADDRESS:

<https://www.facebook.com/citybwkga>

PRESENT: Honorable Mayor Cosby Johnson, Mayor Pro-Tem Julie Martin, Commissioner John Cason III, Commissioner Felicia Harris, and Commissioner Kendra Rolle

CALL TO ORDER: Mayor Johnson - *meeting began at 6:00 p.m.*

INVOCATION: Rabbi Rachel Bregman

PLEDGE OF ALLEGIANCE ~ *Recited by all in attendance.*

APPROVAL OF AGENDA

1. Adoption of October 18, 2023 Regular Scheduled Meeting Agenda.

Commissioner Harris made a motion to adopt October 18, 2023 regular scheduled meeting agenda; seconded by Mayor Pro Tem Martin. Motion passed unanimously.

PUBLIC COMMENT - *No one was present to address the commission.*

RECOGNITION(S), PRESENTATION(S), & AWARD(S)

2. Proclamation Presentation to Jason Marshall, Executive Director of Ability One Program, Goodwill Southeast Georgia, Proclaiming the Month of October as National Disability Employment Awareness Month.

Mr. Marshall excepted proclamation with gratitude.

3. Georgia Exceptional Main Street Redesignation. (*M. Hill*)

Ellen Hill, Georgia Department of Community Affairs recognized the City of Brunswick's impact and contributions to the state of Georgia and presented Downtown Development Director Mathew Hill with certificate redesignating Downtown Brunswick as a Georgia Exceptional Main Street.

ITEM(S) TO CONSIDER FOR APPROVAL

4. Consider Approval of October 4, 2023 Regular Scheduled Meeting Minutes. (*subject to any necessary changes.*) (*N. Atkinson*)

Commissioner Harris made a motion to approve the above-referenced minutes; seconded by Commissioner Cason. Motion passed unanimously.

CITY ATTORNEY'S ITEM(S)

5. Consider Approval of Appointment of Jason Clark and J. Wrix McIlvains as Judge Pro Tempore's for Municipal Court of the City of Brunswick.

Mayor Pro Tem Martin made a motion to appoint Jason Clark and J. Wrix McIlvains as Judge Pro Tempore's for Municipal Court; seconded by Commissioner Rolle. Motion passed unanimously.

EXECUTIVE SESSION

There was not an executive session held during this meeting.

Commissioner Cason made a motion to adjourn; seconded by Commissioner Harris. Motion passed unanimously.

MEETING ADJOURNED – *meeting adjourned at 6:20 p.m.*

/s/Cosby H. Johnson
Cosby H. Johnson, Mayor

Attest: /s/ Naomi D. Atkinson
Naomi D. Atkinson, City Clerk



INTEROFFICE MEMORANDUM

DATE: October 23, 2023

TO: Honorable Mayor and Commissioners
City of Brunswick
Brunswick, GA

FROM: Kathy D. Mills, CPA, Finance Director

SUBJECT: Financial Reports as of September 30, 2023 25.00%

**General Fund
September 30, 2023
Cash Basis**

	Monthly	Year to Date	% of Budget	Amended Budget	% (over)under Budget
Revenues	6,698,440 *	8,813,286	43.47%	20,272,968	-18.47%
Expenditures	1,555,751	4,419,861	21.80%	20,272,968	3.20%
Net Revenues & Expenditures	5,142,689	4,393,425			
Cash Balance as of 09/30/2023	8,685,912	(Prime South \$298,261 GA Fund One \$8,387,651)			

* includes \$5,706,143 property tax billing in September
\$802,242 actually collected

	LOST	LOST YTD	
Sep-23	755,560	2,637,341	August 2023 includes a one-time adjustment of \$124,882 from Dept of Revenue for error on their part covering 09/22 thru 08/23
Sep-22	760,033	2,452,677	
Increase (Decrease)	(4,473)	184,664	
	-0.59%	7.53%	

Capital Projects - SPLOST VI
As of September 30, 2023
(04/01/2017-09/30/2020)

	Total Expended as of 09/30/2023	Reimbursements Received	City Expended as of 09/30/2023	Original Budget Amount	Amended Budget Amount	Remainder (Overage)
Highways and Streets	7,375,976	3,380,766	3,995,210	4,627,750	4,627,750	632,540
Storm Drainage Improvements	4,054,032	242,814	3,811,218	3,243,750	4,551,750	740,532
Highway 17 Infrastructure	479,496	330,762	148,734	215,107	215,107	66,373
Wayfindings & Gateways	155,000	0	155,000	259,500	259,500	104,500
Cemetery Restoration/Renovation	151,420	0	151,420	259,500	259,500	108,080
Sidney Lanier Park Improvements	399,307	0	399,307	519,000	519,000	119,693
Overlook Park Improvements	139,179	0	139,179	103,800	103,800	(35,379)
	12,754,410	3,954,342	8,800,068	9,228,407	10,536,407	1,736,339

a \$636,772 from DOT & \$2,543,994 from JWSC

b \$242,814 from Glynn County

c \$330,762 from GADOT Highway 17

Total Cash on Hand 09/30/2023 \$1,696,460

Capital Projects - SPLOST 22
As of September 30, 2023
(04/01/2023-03/01/2029)

	Tier 1 Budget	City Expended as of 09/30/2023	(Over) Under Budget - Tier 1
Mill and Pave Various Streets	7,660,000	0	7,660,000
Storm Drainage Improvements	10,500,000	0	10,500,000
Sidewalk Installation and/or Replacement	850,000	0	850,000
City Building Improvements	500,000	0	500,000
Trails and Boardwalks	2,500,000	0	2,500,000
Public Works Equipment and Infrastructure Upgrades	300,000	0	300,000
Public Safety Replacement of Vehicles, Equipment, etc.	550,000	0	550,000
Ritz Theater Renovations	350,000	0	350,000
Mary Ross Park Development Project	3,000,000	0	3,000,000
Recreation Facility Improvements	2,200,000	0	2,200,000
Historic Squares Improvements	250,000	0	250,000
Cemetery Restoration	0	0	0
Orange Park Improvements	250,000	0	250,000
Integrated Software	250,000	0	250,000
Technology Upgrades	100,000	0	100,000
	29,260,000	0	29,260,000

Mill and Pave Various Streets
Storm Drainage Improvements
Sidewalk Installation and/or Replacement
City Building Improvements
Trails and Boardwalks
Public Works Equipment and Infrastructure Upgrades
Public Safety Replacement of Vehicles, Equipment, etc.
Ritz Theater Renovations
Mary Ross Park Development Project
Recreation Facility Improvements
Historic Squares Improvements
Cemetery Restoration
Orange Park Improvements
Integrated Software
Technology Upgrades

Total Cash on Hand 09/30/2023 \$2,837,497

includes \$25,973 interest income

Norwich Street Commons Fund

Original Balance (Sale of Property 05/13/13)

Demolition Fees

Interest Income

Revenues**Expenditures**

Demolition Projects

Infrastructure

Police Substation

Expenditures

Net as of 09/30/2023

Cash @ 09/30/2023

	YTD f/y/e 06/30/2024	Total since inception
	0	487,500
	0	8,049
	4,661	35,843
	4,661	531,392
	YTD 06/30/2024	Total since inception
	0	40,012
	0	130,546
	0	6,750
	0	177,308
	4,661	354,084
	\$ 354,084	

Roosevelt Harris - Multipurpose Center**Total Budget:**

Revenue FYTD

Grants

Transfer from General Fund

Program Income

Contributions

Interest Income

Total Inflows

Expenditures FYTD

Net as of 09/30/2023

Cash Balance @ 09/30/2023

	YTD f/y/e 6/30/2024	
	Cash Basis	
	439,347	
	94,195	
	35,000	
	2,397	
	1,641	
	37	Percent of Budget
	\$ 133,270	30.33%
	82,254	18.72%
	\$ 51,016	
	\$ 19,464	

ARPA Fund:

Initial Deposit received 06/07/2021

2nd Deposit received 06/21/2022

Interest Earned from inception

Total funds received as of 09/30/2023

4,606,131

4,606,131

359,017

9,571,279 *

See allocations below

Disbursements:

Infrastructure-Road Improvements

Mary Ross Park Site Improvements

Back to Business Brunswick--DDA

Back to Business Brunswick-non DDA

Covid Housing Relief

Wifi Upgrades

Revenue Recovery

Total funds disbursed as of 09/30/2023

1,450,479

121,416

496,239

117,000

40,000

9,007

1,162,000

3,396,141 **

Cash Balance as of 09/30/2023

\$6,175,138

Allocations (Preliminary)

Revenue Recovery

Storm Drainage Improvements

Housing Programs & Development

Homelessness Prevention

Business Support/Relief

Coastal Community Health Services

Transit Support

Facility Improvements

Road Improvements

Mary Ross Park Infrastructure

Unallocated Funds (includes interest earned \$359,017)

Total Funds received as of 09/30/2023

1,162,000

1,750,000

2,500,000

250,000

803,624

330,000

220,000

600,000

1,300,660

121,416

505,986

9,543,686 *

Allocations Spent

1,162,000

40,000

613,239

1,450,479

121,416

9,007

3,396,141 **

Sanitation Fund:

Year Ending 06/30/2024

	Year to Date
Sanitation Billing	465,078
Franchise Fees	8,914
Bad Debt - recovery	-
Interest Earned (Funds)	6,150
Penalties & Interest Earned	334
DNR Reimbursements	-
Transfer in for T Street Landfill	-
Total Revenue (YTD)	480,476
Operating Exp. YTD:	293,266
Other Landfill Expenses	6,731
Total Expense (YTD)	299,997
Operating Income (Loss)	180,479
Total Available Cash on Hand @ 9/30/2023	235,001
Restricted for Landfill	198,259

	September 2023	YTD
Trash Pickup	126,473	379,263
Illegal Refuse Clean Up	11,129	28,623
Street Sweeping	1,249	2,661
	138,851	410,547

STORMWATER UTILITY FUND:

6/30/2024 (YEAR TO DATE)

Stormwater Utility Fees	50,284
DNR Grant	900
Interest Earned	1,240
Penalties & Interest	135
Total Inflows	52,559
Expenditures:	
Operating	244,416
GMA Lease Payments	13,435
Total Outflows	257,851
Balance	(205,292)
Cash Balance @ 09/30/2023	\$17,733



Roosevelt Lawrence Center

		Sep-23	YTD
Account	Account Description	Transactions	Transactions
Fund 100 - General Fund			
Function 6130 - Neighborhood & Community Service			
51			
51-1100	Salaries & Wages	3,794.28	29,276.73
51-1300	Overtime	.00	1,569.87
51-2100	Group Insurance	864.33	2,592.99
51-2200	FICA	290.00	2,320.96
51-2400	Pension	.00	.00
51 - Totals		\$4,948.61	\$35,760.55
52			
52-1250	Contractual Expense	1,856.00	1,856.00
52-1300	Technical Services	.00	174.04
52-2211	Repair / Maint Equipment	.00	201.50
52-3201	Cable	355.02	537.53
52-3205	Telephone	.00	558.86
52-3600	Dues and Fees	28.48	302.80
52 - Totals		\$2,239.50	\$3,630.73
53			
53-1100	General Supplies/Materials	.00	117.59
53-1210	Water/Sewerage	173.28	346.56
53-1700	Other Supplies	71.70	71.70
53 - Totals		\$244.98	\$535.85
54			
54-2300	Furniture and Fixtures	.00	.00
54 - Totals		\$0.00	\$0.00
Function 6130 - Neighborhood & Community Service Totals		\$7,433.09	\$39,927.13



SUBJECT: Employee Gift Cards

COMMISSION ACTION REQUESTED ON: November 1, 2023

PURPOSE: The administration proposes a distribute gift cards in appreciation of our employees for the upcoming holiday season. \$100 gift cards will be awarded to all full-time employees and officials. \$50.00 cards will be provided to all part-time and seasonal employees.

HISTORY: The city has a long history of providing an award during the holiday season to reward our employees and thank them for their contribution to the well-being of our city and its citizens.

FACTS AND ISSUES: The city currently has 194 full time employees and 10 part-time employees that would be eligible for the benefit.

BUDGET INFORMATION: The estimated cost of the provision of the gift cards is \$19,900.00. The funds will be paid from the general fund.

OPTIONS:

1. Approve the provision of gift cards to the employees.
2. Do not approve the provision of gift cards to the employees.
3. Take no action at this time.

DEPARTMENT RECOMMENDATION ACTION:

DEPARTMENT:

City Manager's Office

Prepared by: Deborah McCauley-Craig

ADMINISTRATIVE COMMENTS: The administration supports all incentives and investments in our employees and encourage approval.

ADMINISTRATIVE RECOMMENDATION:

Approve the provision of gift cards to the employees.



Regina M. McDuffie, City Manager

10/20/2023
Date



SUBJECT: ST. MARKS TOWERS – CONSTRUCTION AGREEMENT

COMMISSION ACTION REQUESTED ON: November 1, 2023

PURPOSE:

Approval of an agreement with Structor Group for replacement of window units and HVAC units in all of the residential spaces of St. Marks Towers senior residential facility

HISTORY:

St. Marks Towers is a non-profit residential facility for low-income senior citizens located east of U.S. Highway 17 at the end of Parkwood Avenue. The facility consists of two, six-story structures with a total of 150 one-bedroom apartments. The north tower was constructed in 1982, and the south tower was constructed in 1992. The residents' rent and utility costs are subsidized by funding from the U. S. Department of Housing and Urban Development.

FACTS AND ISSUES:

The City received a grant from the Georgia Department of Community Affairs (DCA) in the amount of \$6 Million for replacement of window units and the HVAC units in each of the residential spaces of the towers. Each residential apartment contains two window units and one HVAC unit. The windows in the stairways and common areas of the buildings will be replaced as part of the scope of work also.

A request for proposals was issued in October 2022, and proposals were received in November. Two firms submitted proposals which met the minimum requirements. The pricing of the two proposals is as follows:

Structor Group - \$5,975,000
Phillips Construction - \$3,446,999

Two additional proposals were received following the submittal deadline listed in the RFP. Those proposals were not eligible for consideration, but it is worth noting that the pricing on each of those proposals was \$6.37 Million and \$6.60 Million.

The staff of the Department of Engineering and Public Works evaluated both of the eligible proposals and has selected the proposal from Structor Group as the more desirable proposal. Both the windows and the HVAC products in the Structor proposal are higher quality materials and include manufacturers and installation warranties. Additionally, the Structor proposal

included a more favorable timeline for project completion. Their proposal also listed their experience with past projects of similar size, scope and environmental challenges. The Phillips proposal did not provide sufficient information on the products, warranties, or the installation process. For these reasons, the department recommends entering an agreement with Structor Group for the installation of the windows and HVAC units.

The contractor is prepared to order materials as soon as the agreement is approved, and begin installation upon material delivery. The project schedule estimates completion within 12 months.

The preliminary site assessments and environmental reviews have also revealed mold in several of the units primarily due to leaks around the windows and moisture in the walls and floors from failing HVAC units. The site assessment report recommends that some of the mold and associated damages can be remedied as part of the window and HVAC replacement project. The Department of Community Affairs has assured City staff that the additional costs for the mold abatement and repairs will be covered by the grant funding. Any mold or damage found in other locations within the residential units and that would not be cleaned or repaired during the window/HVAC replacement project will remain the responsibility of St. Marks Towers.

BUDGET INFORMATION:

The City will receive \$6,000,000 in grant funding from DCA with no match required from the City. If the project should exceed the \$6,000,000 cost of the grant agreement, any additional funding will be provided by DCA. There will be no cost to the City as part of this project.

OPTIONS:

1. Authorize the Mayor to sign an agreement with Structor Group in the amount of \$5,975,000 for window and HVAC replacement at the St. Marks Towers
2. Do not authorize the Mayor to sign an agreement with Structor Group in the amount of \$5,975,000 for window and HVAC replacement at the St. Marks Towers
3. Take no action at this time.

DEPARTMENT RECOMMENDATION ACTION:

Authorize the Mayor to sign an agreement with Structor Group in the amount of \$5,975,000 for window and HVAC replacement at the St. Marks Towers

DEPARTMENT: **Engineering & Public Works**

Prepared by: Tim Nelson, Capital Projects Manager

ADMINISTRATIVE COMMENTS:

ADMINISTRATIVE RECOMMENDATION:

Regina M. McDuffie

City Manager

_10/24/2023_____
Date



NOVEMBER 8, 2022

WINDOW REPLACEMENT AND HVAC UNIT REPLACEMENT ST. MARK'S TOWERS

REQUEST FOR PROPOSAL
CITY OF BRUNSWICK, GEORGIA



STRUCTOR
 **GROUP**
Build Smarter.

References

We have provided three references below. While we understand the proposed project is not a healthcare project, our renovations in healthcare environments require the most nimble and flexible approach, have the most logistical complexity, and often require coordinating around residents (patients), and are therefore similar to your project.

JASON CASH

Senior Construction Project Manager
Piedmont Healthcare
Jason.Cash@piedmont.org

FRANK KONICKI

Children's Healthcare of Atlanta
Francis.konicki@choa.org
404.785.6948

CARLOS WASHINGTON

Northside Hospital
Carlos.washington@northside.com
404.787.1863





70-11 Corporate Plaza
Pac. City, SE
Suite 200
501 N. GA 33530
STANTIS BUILDING

November 8, 2022

Tim Nelson
City of Brunswick
Capital Projects Manager
525 Lakewood Ave
Brunswick, Georgia 31520
tnelson@cityofbrunswick-ga.gov

RE: St. Mark's Towers Window Replacement & Hvac Unit Replacement

Dear Tim:

Thank you for reviewing our proposal response for this project. We know your community is eager for these improvements and your stakeholders worked diligently to secure the funding grant. We have worked with many non-profit organizations and understand how important it is to be good stewards of your opportunity.

Two aspects of Structor Group stand out when considering your project. The first, is our willingness to be respectful of your funds. That means we will be diligent in our quest for efficiencies and savings, and that we are flexible in how we develop your project execution strategy— seeking to develop the best possible outcome for the City of Brunswick and the residents of St. Marks.

The second is that we have successfully completed HUNDREDS of renovations in occupied facilities. (Structor Group performs construction services, on a DAILY basis, for six major healthcare systems and three college campuses). This project shares many commonalities with our past occupied renovations— elderly, sensitive residents, a large stakeholder group, and 24/7 operations.

Over the past 16 years we have honed a highly collaborative approach to develop creative sequencing and scheduling that meets your operational needs, and have created a management culture that emphasizes coordination and communication with Property Managers and residents. As a result we offer nimble, flexible, and accommodating services and are willing and able to pivot when needed.

Thank you for reviewing our proposal, we look forward to helping you build smarter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike Schilling".

Mike Schilling
Chief Operating Officer | Co-Founder
mikes@structorgroup.com
m 404.839.1844

COST PROPOSAL

Based on our experience of similar past projects, we submit the following bids:

Window Replacement Budget

\$5,175,000

PTAC Unit Replacement Budget
(to be completed concurrently with the window replacement project)

\$800,000

APPROACH

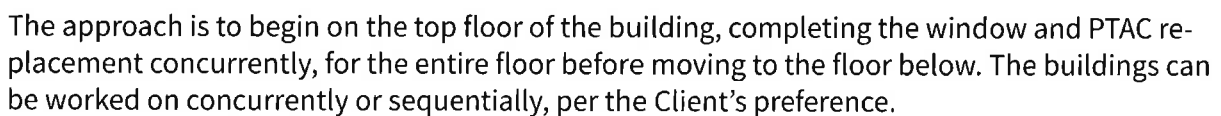
SITE ACCESS AND MULTI-STORY WINDOW AND HVAC REPLACEMENTS

We have included a preliminary logistics plan on the following page. Further discussion is needed to clarify the exact approach. Two methods are commonly utilized for this type of project: utilizing a boom lift, or utilizing a swing scaffold. Structor Group will collaborate with the Owner and Property Manager to determine which method meets the schedule and budget requirements. Structor Group has staff trained in the safe execution of both strategies



locations for :

Construction	Dumpster(s)
Contractor	Parking
MATERIAL	Staging



MINIMIZING DISTURBANCE

We recently renovated the entire Emergency Department of a hospital in downtown Atlanta, which directly correlated with the onset and peak of the Covid epidemic, without disrupting or delaying patient care. We are confident this level of experience will facilitate creating an uneventful construction experience for your residents.

SCHEDULE

This is a complex renovation project which requires a discussion, and subsequent prioritizing, of activities and logistics, with the Owner and Property Manager. Structor Group has worked in many, many environments where the needs of occupants of individual units (typically patient care rooms or offices) were unique and varied within one facility. We are well versed in leading this conversation and creating a mutually amenable project schedule that takes all urgencies into consideration.

The time from order placement, to fabrication and delivery (lead time) on the windows is 26 weeks from approved order.

For the purposes of the cost proposal, we have utilized a duration of 120 working days.

WARRANTIES AND WORKMANSHIP GUARANTEES

Structor Group will manage the testing of all units and window installations per specification and will ensure all benchmarks are achieved. Upon completion of the project, Structor Group provides a written one year warranty, and will address any issues at any time during that period. In reality, Structor Group is an ongoing resource; should you have any issues with the project scope after completion, we will be attentive.

Each product manufacturer offers material warranties. During product selection, you may make the warranty component of the product a factor in your material selection. Once products are selected, material warranties will be supplied.

Product Option 1



HI0300 Series 3 1/4" Frame Depth Hurricane Resistant Horizontal Sliding

HI0300 SERIES DATA SHEET

Type	Frame Depth (inches)	Missile		Design Pressure (psf)		Water (psf)	Test Size* (inches)
		Large	Small	Pos (+)	Neg (-)		
Horizontal Sliding	3 1/4	✓	✓	60	80	11	150 x 60

NOTE: The air infiltration and water resistance performance values provided above were achieved in a controlled lab environment. Performance of our products in the field will vary depending on product configurations, installation methods, and ambient conditions. AAMA 502 "Voluntary Specification for Field Testing of Newly Installed Fenestration Products" should be adhered to for testing installed products. * Contact Graham for available glazing and test configurations

STANDARD FEATURES

- Horizontal sliding windows for hurricane-impact resistance
- Provides large/small missile impact protection
- Offers passive protection from wind-borne debris without shutters
- Operating sash are easily removed from frame for maintenance & cleaning
- Auto meeting rail lock
- Stainless steel ball bearing rollers adjust to two positions
- Full-length integral pull rails
- Thermally broken frame and dual sash for superior energy savings
- Mulls to fixed and operable products of the same frame depth

OPTIONAL FEATURES

- True muntins
- Applied-profile muntin grids
- Anti-takeout blocks to restrict sash removal
- Equal sightline flanking fixed lite available
- Extruded latch at jamb
- White bronze sweep lock at meeting rail
- Custom nail fins for commercial new construction
- Blast-Resistant (B0300) version available



Window Series: HI0300 Horizontal Sliding General Details

- Tested To:
ASTM E1886, ASTM E1996, and/or TAS 201, TAS 202, TAS 203
- Max. Test Size:
12'5" x 5'
- Materials:
All frame sections shall be thermally broken extruded aluminum shapes produced from commercial quality 6063-T6 alloy

- Finish Options:
AAMA 2603, 2604, & 2605, as well as powder coat and anodize finishes, are all available in a wide range of colors
- Accessories:
Wide range of panning & trim options available
- Installation Methods:
Trim & Clip
- Exceptions: Call Graham sales rep or see website for more information

Our products are tested to the standards of and certified by the American Architectural Manufacturers Association and the National Fenestration Rating Council.



Check website for most current information including detail drawings and hardware options:
www.grahamwindows.com - 1551 Mt. Rose Avenue, York, Pennsylvania 17403-2909 - (800) 755-6274 (717) 849-8100

Updated
8-18

Product Option 2

WINDOWS • CURTAIN WALLS • ENTRANCES • STOREFRONTS



Series 6551 Thermal 3 7/8" Impact/Blast Grade Horizontal Sliding Window



CONFIGURATIONS

OX • XO • OXO • XOX • Fixed

Series 6551 is designed for use in a wide range of applications such as educational, office, and healthcare facilities as well as multi-family residences and condominiums. It has a Florida product approval (Report #12908.1) and has undergone High Velocity Hurricane Zone (HVHZ) testing. It is a fully strutted product, which allows for interior and exterior 2 color option while providing superior thermal qualities and product longevity.

Features

Thermally isolated system uses EFCO E-Strut™

Continuous interlock at the sash meeting rail

Accommodates glazing of 5/8", 1" and 1 1/4"

Sash glides on tandem steel ball bearing roller over a raised sill track

Anodized or painted finishes available

Benefits

Dual finish capability

Improved thermal performance

Completely eliminates dry shrinkage

Offers superior weathering and structural performance

Provides flexibility with level of protection required

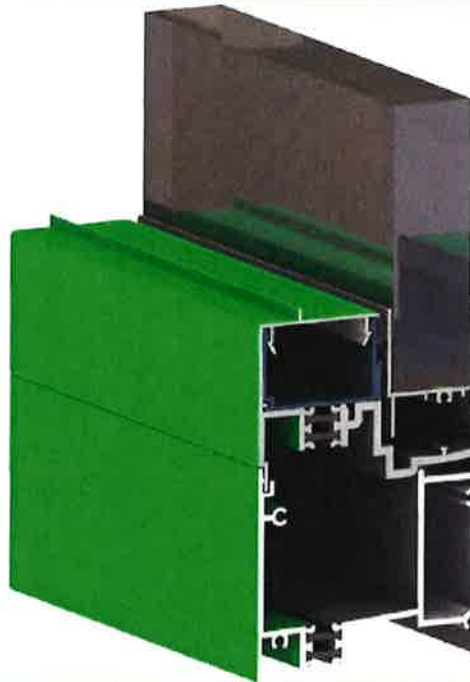
The raised sill track minimizes the effect of dirt and debris build-up on the sill

Multiple options to answer economic and aesthetic concerns

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1000 COUNTY RD • MONETT, MO 65708 • 800.221.4169 • efcocorp.com

Series 6551 Thermal 3 7/8" Impact/Blast Grade Horizontal Sliding Window



PERFORMANCE DATA

S-6551 HORIZONTAL SLIDING WINDOW ARCHITECTURAL GRADE
 AAMA RATING (NAFS-02) HS-AWS5
 AIR INFILTRATION <18 CFM/SF @ 6.24 PSF
 WATER NO LEAKAGE @ 12.0 PSF
 STRUCTURAL ±85.5
 CRF-FRAME (1503-98) 59
 CRF-GLASS (1503-98) 74

Note: All performance data is subject to change based on testing recertification and/or revised AAMA testing protocol. Please contact EFCO for latest performance values.

6551 THERMAL U-FACTORS*		
CENTER OF GLASS U-FACTOR	CONFIGURATION AND SIZE	
	XO SIZE** 59" X 47"	XO SIZE 98" X 78"
0.47	0.64	0.67
0.34	0.55	0.47
0.29	0.52	0.43
0.25	0.49	0.40
0.20	0.46	0.36

* Based on NFRC 100
 **NFRC Gateway size

S-6551 HARDWARE CHART	CONCEALED PLUNGER LOCK	SWEEP LOCK	AUTO JAMB LOCK	POLE RING SWEEP LOCK	POLE SOCKET	ACCESS CONTROLLED SWEEP HANDLE	ZINC PLATED STEEL BALL BEARING ROLLERS	STAINLESS PLATED STEEL BALL BEARING ROLLERS
HORIZONTAL SLIDING	S	O		O	O	O	S	O

Some size restrictions may apply depending on hardware selected.

O - Optional
 S - Standard
 Blank - N/A

HORIZONTAL SLIDING S-6551 GLAZING CHART		POLYCARBONATE			GLASS OR PANEL															
MONOLITHIC & INSULATED GLASS		1/8"	3/16"	1/4"	1/8"	156"	3/16"	200"	1/4"	1/4"	1/2"	5/8"	3/4"	7/8"	1"	1-1/8"	1-1/4"	1-1/2"	1-3/4"	2"
					A	A	A	A		A		A	A	A	A	A				
DUAL GLAZING	EXTERIOR LITE						I	I	I											
	INTERIOR LITE						A	A	A											

* Obscure glass thickness
 ** Laminated glass thickness

A - Available glazing option
 I - Internal blinds can be used with this type of dual glazing
 Blank - N/A

DCP & DHP
Distinctions Brand PTAC

distinctions



distinctions

- Dual Fan Motors - Allows precise independent fan speed operation.
- Power Cord Included - No need to match power cord type to unit size.
- 3-Speed Fan - Provide precise comfort control to your guests.
- Automatic Emergency Heat - Keep guests happy when outdoor temperatures drop below heat pump operational ranges.





Distinctions Heat Pump (DHP) Models		DHP093	DHP123	DHP153	DHP094	DHP124
Voltage	V	208/230	208/230	208/230	265	265
COOLING						
Capacity	Btu/h	9,000/8,800	12,000/11,800	14,700/14,500	9,000	12,000
Amps	A	3.48/3.75	5.0/5.4	6.03/6.58	3.01	4.31
Watts	W	796/778	1,142/1,124	1,390/1,370	796	1,142
EER	BTU/W	11.4	10.5	10.6	11.3	10.5
Air Flow, Weights, & Dimensions						
CFM High Speed		431	387	374	388	380
CFM Low Speed		333	309	312	322	314
Vent Door CFM		61.1	62	62	61.1	62
Dehumidification	Pints/Hr	1.06	2.81	4.29	1.06	2.81
Net Weight	lbs	102.51	115.96	116.84	101.19	113.1
Ship Weight	lbs	112.88	125.44	126.54	111.99	126.76
Dimensions	WxHxD in.	42 x 16 x 21	42 x 16 x 21	42 x 16 x 21	42 x 16 x 21	42 x 16 x 21
REVERSE CYCLE						
Voltage	V	208/230	208/230	208/230	265	265
Capacity	Btu/h	8,100/7,900	10,800/10,500	13,500/13,200	8,100	10,800
Amps	A	3.04/3.28	4.3/4.6	5.38/5.82	3.1	4.3
Watts	W	700/680	990/963	1,237/1,209	719	989
COP	W/W	3.4	3.2	3.2	3.3	3.2

Distinctions Electric Heat (DCP) Models		DCP073	DCP093	DCP123	DCP153
Voltage	V	208/230	208/230	208/230	208/230
COOLING					
Capacity	Btu/h	7,200/7,000	9,200/9,000	12,000/11,800	14,700/14,500
Amps	A	2.45/2.60	3.54/3.83	4.9/5.3	6.03/6.58
Watts	W	550/535	814/796	1,121/1,102	1,390/1,370
EER	BTU/W	13.1	11.3	10.7	10.6
Air Flow, Weights, & Dimensions					
CFM (DRY) High Speed		334	438	384	376
CFM (DRY) Low Speed		237	341	311	315
Vent Door CFM		61.1	61.1	62	62
Dehumidification	Pints/Hr	0.63	1.18	2.75	4.55
Net Weight	lbs	101.63	98.1	108.69	113.1
Ship Weight	lbs	112.43	108.69	119.49	122.8
UPC Code					
Dimensions	WxHxD in.	42 x 16 x 21	42 x 16 x 21	42 x 16 x 21	42 x 16 x 21
REVERSE CYCLE					
Voltage	V	/	/	/	/
Capacity	Btu/h	/	/	/	/
Amps	A	/	/	/	/
Watts	W	/	/	/	/
COP	W/W	/	/	/	/

**SIMILAR
PROJECTS**



Childrens Healthcare of Atlanta
Scottish Rite Hospital
**Window Replacement
and Waterproofing**
Atlanta, GA

Replacement of all windows in a five story, fully occupied healthcare facility. Patient rooms were located along the exterior walls. Privacy laws required close coordination with the facility staff to shift patient occupancy locations in accordance with the project execution plan. Project required removing exterior masonry around windows, installing, waterproofing and water-tight testing of installation, and reinstalling masonry.

SNAPSHOT

CM-AT-RISK	\$3,500,000 2020
------------	---------------------

CLIENT REFERENCE

Children's Healthcare of Atlanta
Russ Ardillo (ret.)
404.695.7001

ARCHITECT REFERENCE

NA



RELEVANCE

Window replacement in occupied (healthcare) facility



The Emory Clinic

Building A Infrastructure and Floors 1-4

Atlanta, GA



SNAPSHOT

128,000 SF	\$15,700,000
CM-AT-RISK	2013- 2016

Phased renovation, occupied and operational continually. HVAC and electrical system upgraded throughout. Existing interior masonry block walls replaced with steel studs. Previous additions had enclosed asbestos. Remediation was added to the project schedule. Renovations of FL 1-4, (24,000 SF ea), were constructed a half floor at a time while the other half remained fully operational. The phased approach required working in the available space while prepping MEP system continuation in the next space. Project required double ten-hour shifts four days a week, one ten-hour day and a ten-hour day on Saturday. Access on the third floor was limited and required removing an exterior window and using a skip pan and crane to remove demolition debris (6PM-1AM) and transport building material.

CLIENT REFERENCE

Mike Mason
The Emory Clinic (retired)
m 404.291.0304

ARCHITECT REFERENCE

Kent Hetherwick, AIA, LEED BD+C
Principal, Architect
Smith Group
San Francisco, CA
p. 415.509.1523
kent.hetherwick@smithgroupjjr.com



RELEVANCE

Phased renovation in occupied building included HVAC system.



DRUG FREE WORK PLACE CERTIFICATION

In order to have a drug- free workplace, a business shall:

Publish a statement notifying employees that the unlawful, manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace and specifying the actions that shall be taken against employees for violation of such prohibition.

Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

As a condition of working on the commodities or contractual services then under Proposal, the employee shall notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any State, for a violation occurring in the workplace no later than five (5) days after such conviction.

Impose a sanction on, or require satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.

Structor Group, Inc.

Company Name



Authorized Signature

Chief Operating Officer

Title

11/8/22

Date

VENDOR AFFIDAVIT AND AGREEMENT

(Failure to submit will render Proposal non-responsive you must use this form, you must be enrolled in this program, and you must include your user ID #)

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 City of Brunswick has registered with and is participating in a federal work authorization program [Employment Eligibility Verification (EEV) / Basic Pilot Program, operated by the U.S. Citizenship and Immigration Services Bureau of the U. S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA)] in accordance with O.C.G.A. § 13-10-91. Further, the undersigned contractor states affirmatively that the individual, firm, or corporation contracting with The City of Brunswick will continue to utilize and participate in the EEV federal work authorization program throughout the term of this contract.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with The City of Brunswick, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form provided by The City of Brunswick. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to The City of Brunswick at the time the subcontractor(s) is retained to perform such service.

402282

EEV Number

Structor Group Inc.

1/4/22

Authorized Officer or Agent (Contractor Name)

Date

Chief Operating Officer

Title of Authorized Officer or Agent

Michael Schilling

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE DAY OF 4th of November

Notary Public

My Commission Expires: 7/8/22

Note: As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security in conjunction with the Social Security Administration (SS)



REPRESENTATION AFFIDAVIT

(TO BE SUBMITTED)

This proposal is submitted to The City of Brunswick, Georgia Board of Commissioners (City) by the undersigned who is an authorized officer of the company and said company is licensed to do business in Georgia and The City of Brunswick. Further, the undersigned is authorized to make these representations and certifies these representations are valid. The Proposer recognizes that all representations herein are binding on the Company and failure to adhere to any of these commitments, at the City's option, may result in a revocation of the granted contract.

Consent is hereby given to the City to contact any person or organization in order to make inquiries into legal, character, technical, financial, and other qualifications of the Proposer.

The Proposer understands that, at such time as the City decides to review this proposal, additional information may be requested. Failure to supply any requested for information within a reasonable time may result in the rejection of the Proposer's proposal with no re-submittal rights.

The successful Proposer understands that the City, after considering the legal, financial, technical, and character qualifications of the Proposer, as well as what in the City's judgment may best serve the public interest of its citizens and employees, may grant a contract.

The successful Proposer understands that this proposal is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a proposal for the same, and is in all respects fair and without collusion or fraud. I understand that collusive Proposing is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards.

Company Name: Structor Group Inc.

Authorized Person: Michael Schilling Signature 

(Print/Type)

Title: Chief Operating Officer Date: 11/4/22

Address: 2251 Corporate Plaza Parkway, SE, Suite 200, Smyrna, GA 30080

Telephone: 404.839.1844 Fax: none

Name and telephone number of person to whom inquiries should be directed:

Name: SAME

Address: _____

Title: _____ Telephone _____ Fax: _____
E-mail: _____

LEGAL AND CHARACTER QUALIFICATIONS

Convictions: Has the Proposer (including parent corporation, if applicable) or any principal ever been convicted in a criminal proceeding (felonies or misdemeanors) in which any of the following offenses were charged?

		Y	N
a	Fraud		N
b	Embezzlement		N
c	Tax Evasion		N
d	Bribery		N
e	Extortion		N
f	Jury Tampering		N
g	Anti-Trust Violations		N
h	Obstruction of justice (or any other misconduct affecting public or judicial officers' performance of their official duties)		N
i	False/misleading advertising		N
j	Perjury		N
k	Conspiracy to commit any of the foregoing offenses		N

Civil Proceedings: Has the Proposer or any principal ever been a party, or is now a party, to civil proceeding in which it was held liable for any of the following?

		Y	N
a	Unfair/anti-competitive business practices		N
b	Consumer fraud/misrepresentation		N
c	Violations of securities laws (state and federal)		N
d	False/misleading advertising		N
e	Violation of local government ordinance		N

License Revocation:

	Y	N
Has the Proposer or any principal ever had a business license revoked, suspended, or the renewal thereof denied, or is a party to such a proceeding that may result in same?		N

Responses: If "yes" is the response to any of the foregoing, provide Information such as date, court, sentence, fine, location, and all other specifics for each "yes" response.

LEGAL AND CHARACTER QUALIFICATIONS

Convictions: Has the Proposer (including parent corporation, if applicable) or any principal ever been convicted in a criminal proceeding (felonies or misdemeanors) in which any of the following offenses were charged?

		Y	N
a	Fraud		N
b	Embezzlement		N
c	Tax Evasion		N
d	Bribery		N
e	Extortion		N
f	Jury Tampering		N
g	Anti-Trust Violations		N
h	Obstruction of justice (or any other misconduct affecting public or judicial officers' performance of their official duties)		N
i	False/misleading advertising		N
j	Perjury		N
k	Conspiracy to commit any of the foregoing offenses		N

Civil Proceedings: Has the Proposer or any principal ever been a party, or is now a party, to civil proceeding in which it was held liable for any of the following?

		Y	N
a	Unfair/anti-competitive business practices		N
b	Consumer fraud/misrepresentation		N
c	Violations of securities laws (state and federal)		N
d	False/misleading advertising		N
e	Violation of local government ordinance		N

License Revocation:

	Y	N
Has the Proposer or any principal ever had a business license revoked, suspended, or the renewal thereof denied, or is a party to such a proceeding that may result in same?		N

Responses: If "yes" is the response to any of the foregoing, provide Information such as date, court, sentence, fine, location, and all other specifics for each "yes" response.

STATEMENT OF INSURANCE COVERAGE

This is to certify that _____
(Insurance Company)

of

(City/State)

(Insurance Co. Address)

has issued policies of insurance, as identified by a policy number to the insured name below, and that such policies are in full force and effect at this time. Furthermore, this is to certify that these policies meet the requirements described in the General Conditions of this project; and it is agreed that the insurer will endeavor, if allowed by the policy, to provide the Owner thirty (30) calendar days' notice of nonrenewal, cancellation, or termination of the coverage. Such notice shall be delivered to:

The City of Brunswick Georgia Board of Commissioners, Purchasing Agent, 601 Gloucester Street, City Hall, Brunswick, Georgia 31520.

It is further agreed that The City of Brunswick Board of Commissioners shall be named as an additional insured on the Contractors policy

1. Insured:

2. Project Name: **St. Marks Towers Window and HVAC Replacement**

3. Project Number:

4. Policy Numbers(s):

DATE:

(INSURANCE COMPANY)

ISSUED AT:

(AUTHORIZED REPRESENTATIVE)

ADDRESS:

NOTE: Please attach Certificate of Insurance form to this page

(Attach any endorsements)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/7/2022

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).

PRODUCER Yates, LLC 2800 Century Parkway NE Suite 300 Atlanta GA 30345	CONTACT NAME: PHONE (A/C, No, Ext): 404-633-4321 E-MAIL ADDRESS: certs@yatesins.com FAX (A/C, No): 404-633-1312
INSURED Structor Group, Inc. 2251 Corporate Plaza Parkway, SE Suite 200 Smyrna GA 30080	INSURER(S) AFFORDING COVERAGE INSURER A: Amerisure Partners Insurance Company INSURER B: Amerisure Insurance Company INSURER C: Amerisure Mutual Insurance Company INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 926067967

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, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	Y	CPP 21203280005	3/30/2022	3/30/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	CA 21203270001	3/30/2022	3/30/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ -0-	Y	Y	CU 21203290002	3/30/2022	3/30/2023	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	Y	WC 21203300005	3/30/2022	3/30/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Builders Risk/Installation	Y	Y	CPP 21203280005	3/30/2022	3/30/2023	\$1,000 Ded \$900K/ per project

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Subject to policy terms, conditions, forms, and exclusions, the insurance coverages afforded by the policies above include the following when required by written contract for the certificate holder and/or entities listed below: Blanket Additional Insured in regards to General Liability for ongoing and completed operations, Automobile Liability and Umbrella on a Primary and Non-Contributory basis; Blanket Waiver of Subrogation in regards to General Liability, Automobile Liability, Workers Compensation, and Umbrella Liability; Blanket Thirty (30) day notice of cancellation (10 days for nonpayment of premium) in regards to General Liability, Automobile Liability, Workers Compensation, and Umbrella Liability.

FORMS:
See Attached...

CERTIFICATE HOLDER**CANCELLATION**

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

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ACORD 25 (2016/03)

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SUBJECT: Funding Schedule for SPLOST 2022 Projects

COMMISSION ACTION REQUESTED ON: November 1st, 2023

PURPOSE: To review the schedule of funding and expenses for the 2022 SPLOST. Funds are projected at approximately \$6.5 million per year over the six (6) year period. Projects were given Tier 1 and Tier 2 funding. The project listing is attached along with the funding schedule for Infrastructure projects that are handled by Public Works and other projects that are handled by the various departments. The funding schedule is presented for informational purposes.

HISTORY: SPLOST 2022 was approved with an original budget of \$37.4 million for fifteen (15) projects. The current collections have been significantly higher than projected but may taper over time. The project schedule is presented based on the original projection but will be adjusted annually to show actual collections. In addition to the tax collection the fund will include reimbursements and interest income, if applicable. The projects will be reviewed monthly, and all expenditures are approved in the financial report. Project updates will be given quarterly, and information will be available on the city's website.

FACTS AND ISSUES: The fund has generated \$3,380,645 as of October. Infrastructure projects including storm drainage and road improvements are ongoing. Major project expenditures for specific project contracts and purchases will be presented to the commission as applicable. Funds for Orange Park improvements and cars for the Brunswick Police Department are summarized on the attached spreadsheet.

BUDGET INFORMATION: SPLOST funds were approved in 2022.

OPTIONS:

1. Approve the expenditures for Orange Park and additional police cars.
2. Do not approve the expenditures for Orange Park and additional police cars.

3. Take no action at this time.

DEPARTMENT RECOMMENDATION ACTION:

Approve expenditures as presented.

DEPARTMENT: Finance Department

Prepared by: Regina M. McDuffie, City Manager and Garrow Alberson, City Engineer

ADMINISTRATIVE COMMENTS:

Approval is requested for major project contracts and purchases.

ADMINISTRATIVE RECOMMENDATION:

Approve recommended to support ongoing improvements to the parks and city operations.

Regina M. McDuffie

City Manager

10/24/2023

Date

	Total Estimated Funding			2023 (Apr - Dec)	2024 (Jan - Dec)	2025 (Jan - Dec)	2026 (Jan - Dec)	2027 (Jan - Dec)	2028 - Dec)	(Jan
Total estimated funding (including Tier I & II)	\$ 37,400,000			\$ 5,000,000	\$ 6,480,000	\$ 6,480,000	\$ 6,480,000	\$ 6,480,000	\$ 6,480,000	

Allocations

Storm Drainage	\$ 11,500,000	30.7%	\$ 1,537,433	\$ 1,992,513	\$ 1,992,513	\$ 1,992,513	\$ 1,992,513	\$ 1,992,513	\$ 1,992,513
Roadways	\$ 8,000,000	21.4%	\$ 1,069,519	\$ 1,386,096	\$ 1,386,096	\$ 1,386,096	\$ 1,386,096	\$ 1,386,096	\$ 1,386,096
Sidewalks	\$ 1,100,000	2.9%	\$ 147,059	\$ 190,588	\$ 190,588	\$ 190,588	\$ 190,588	\$ 190,588	\$ 190,588
Building Improvements	\$ 900,000	2.4%	\$ 120,321	\$ 155,936	\$ 155,936	\$ 155,936	\$ 155,936	\$ 155,936	\$ 155,936
Trails & Boardwalks	\$ 3,500,000	9.4%	\$ 467,914	\$ 606,417	\$ 606,417	\$ 606,417	\$ 606,417	\$ 606,417	\$ 606,417
PW Equipment	\$ 900,000	2.4%	\$ 120,321	\$ 155,936	\$ 155,936	\$ 155,936	\$ 155,936	\$ 155,936	\$ 155,936
Public Safety	\$ 1,650,000	4.4%	\$ 220,588	\$ 285,882	\$ 285,882	\$ 285,882	\$ 285,882	\$ 285,882	\$ 285,882
Ritz Theater	\$ 950,000	2.5%	\$ 127,005	\$ 164,599	\$ 164,599	\$ 164,599	\$ 164,599	\$ 164,599	\$ 164,599
Mary Ross Park	\$ 4,500,000	12.0%	\$ 601,604	\$ 779,679	\$ 779,679	\$ 779,679	\$ 779,679	\$ 779,679	\$ 779,679
Recreation Facilities	\$ 2,700,000	7.2%	\$ 360,963	\$ 467,807	\$ 467,807	\$ 467,807	\$ 467,807	\$ 467,807	\$ 467,807
Historic Squares	\$ 500,000	1.3%	\$ 66,845	\$ 86,631	\$ 86,631	\$ 86,631	\$ 86,631	\$ 86,631	\$ 86,631
Cemeteries	\$ 150,000	0.4%	\$ 20,053	\$ 25,989	\$ 25,989	\$ 25,989	\$ 25,989	\$ 25,989	\$ 25,989
Other Parks	\$ 500,000	1.3%	\$ 66,845	\$ 86,631	\$ 86,631	\$ 86,631	\$ 86,631	\$ 86,631	\$ 86,631
Software	\$ 400,000	1.1%	\$ 53,476	\$ 69,305	\$ 69,305	\$ 69,305	\$ 69,305	\$ 69,305	\$ 69,305
Technology	\$ 150,000	0.4%	\$ 20,053	\$ 25,989	\$ 25,989	\$ 25,989	\$ 25,989	\$ 25,989	\$ 25,989

100.0%

Public Works projects	\$ 31,550,000	\$ 4,217,914	\$ 5,466,417	\$ 5,466,417	\$ 5,466,417	\$ 5,466,417	\$ 5,466,417	\$ 5,466,417
Other Projects	\$ 5,850,000	\$ 782,086	\$ 1,013,583	\$ 1,013,583	\$ 1,013,583	\$ 1,013,583	\$ 1,013,583	\$ 1,013,583

SPLOST 2022 Project Schedule - Infrastructure

Fiscal Year	2023	2024	2025	2026	2027	2028	
Revenue							
Annual	\$ 4,217,914	\$ 5,466,417	\$ 5,466,417	\$ 5,466,417	\$ 5,466,417	\$ 5,466,417	
Carryover		\$ 1,442,914	\$ 9,332	\$ 1,125,749	\$ 42,166	\$ 8,583	
Total Available	\$ 4,217,914	\$ 6,909,332	\$ 5,475,749	\$ 6,592,166	\$ 5,508,583	\$ 5,475,000	
Expenses							
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
Storm Drainage	\$2,300,000	\$2,500,000	\$2,000,000		\$1,700,000	\$3,000,000	
	M-T Drainage	Albany St	Riverside (est.)		tide control?	Wildwood (est.)	
Roadways	\$100,000	\$3,500,000	\$100,000	\$2,500,000		\$1,800,000	
	Altama design	Altama Const.	Pkwd Design	Parkwood Const.		Norwich	
Sidewalks	\$75,000	\$100,000	\$300,000	\$200,000	\$300,000	\$125,000	
Building Improvements	\$100,000	\$100,000	\$300,000	\$150,000	\$250,000		
Trails & Boardwalks	\$100,000	\$600,000	\$300,000	\$2,000,000	\$500,000		
	MLK-Altama design	Bdwalk design MLK-Altama	MLK-Altama const	Bdwlk Const.			
PW Equipment	\$100,000	\$100,000	\$250,000	\$200,000	\$200,000	\$50,000	
Mary Ross Park			\$1,000,000	\$1,500,000	\$1,500,000	\$500,000	
Historic Squares					\$500,000		
Cemeteries					\$150,000		
Other Parks			\$100,000		\$400,000		
Totals							
Total Expenses	\$2,775,000	\$6,900,000	\$4,350,000	\$6,550,000	\$5,500,000	\$5,475,000	\$ 31,550,000
Over/Under Budget	\$ 1,442,914	\$ 9,332	\$ 1,125,749	\$ 42,166	\$ 8,583	\$ -	

SPLOST 2022 Project Schedule - Other

Fiscal Year	2023	2024	2025	2026	2027	2028
Revenue						
Annual	\$ 782,086	\$ 1,013,583	\$ 1,013,583	\$ 1,013,583	\$ 1,013,583	\$ 1,013,583
Carryover		\$ 382,086	\$ 395,668	\$ 309,251	\$ 222,834	\$ 36,417
Total Available	\$ 782,086	\$ 1,395,668	\$ 1,409,251	\$ 1,322,834	\$ 1,236,417	\$ 1,050,000

Expenses	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Police Veh / Equipment	\$250,000	\$150,000	\$50,000	\$250,000	\$200,000	
Fire Veh / Equipment		\$250,000	\$500,000			
Ritz Theater		\$200,000	\$150,000	\$350,000	\$250,000	
HCP / RL Ctr Facilities		\$150,000	\$250,000	\$500,000	\$750,000	\$1,050,000
Integrated Software	\$150,000	\$250,000				
Technology Upgrade			\$150,000			

Totals

Total Expenses	\$400,000	\$1,000,000	\$1,100,000	\$1,100,000	\$1,200,000	\$1,050,000	\$ 5,850,000
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Over/Under Budget	\$ 382,086	\$ 395,668	\$ 309,251	\$ 222,834	\$ 36,417	\$ -
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