

At the Regular Council Meeting held on the above date the following members were present:

Mayor: Matt Seale
City Council: Mona Paulk, Patrice Y.W. Manley, Lemora Moses,
Steven Hudson, and Claire Clayton-Stone
City Clerk: Lucile Middlebrooks
City Attorney Warren Mixon
Police Chief: Billy Hancock
Assistant Public Works Director: Recarter Edge
Assistant Public Works Director: Corneilus Hall

- First: Mayor Matt Seale called the meeting to order and determined a quorum, invocation by Police Chief Billy Hancock, and then the Pledge of Allegiance to the Flag of the United States of America was pledged and spoken by everyone.
- Second: Motion by Councilwoman Mona Paulk and 2nd by Councilwoman Claire Clayton-Stone to adopt the Agenda for Tuesday, September 7, 2021.
All in favor say I – Voted 5 yes; Opposes none - Motion passed.
- Third: Motion by Councilman Lemora Moses and 2nd by Councilman Steven Hudson for the approval and adopting of the Minutes from the Regular Meeting of August 3, 2021 and the Called Council Meeting of August 24, 2021
All in favor say I -Voted 5 yes; Opposes none – Motion passed.
- Fourth: Statewide Engineering’s Recommendation on the N. McKinley St. Widening Project
Mayor Matt Seale read Statewide Engineering’s Recommendation to award the N. McKinley St. Widening Project to the low bidder – KW Underground, LLC.



STATEWIDE ENGINEERING, INC.
516 EAST ASHLEY ST. • DOUGLAS, GEORGIA 31533
912-384-7723 PHONE • 912-383-6895 FAX

September 7, 2021

Attn: Mayor Matt Seale
City of Ocilla
P.O. Box 626
Ocilla, Georgia 31774

RE: Bid Award
City of Ocilla, Georgia
2018 Georgia Transportation Infrastructure Bank (GTIB)
Street, Drainage, and Resurfacing Improvements to McKinley Street
SWE Project # 18-3234

Dear Mayor Seale and City Commissioners,

Bids were received and opened on the City of Ocilla's 2018 Georgia Transportation Infrastructure Bank (GTIB) Street, Drainage, and Resurfacing Improvements to McKinley Street on September 3, 2021. The base bids received were as follows:

- | | |
|---|-------------------------------|
| (1) KW Underground, LLC | Total Base Bid – \$140,914.58 |
| (2) Douglas Electric & Plumbing Company, Inc..... | Total Base Bid – \$166,838.32 |
| (3) Burke Paving Company, Inc. | Total Base Bid – \$185,560.15 |
| (4) East Coast Asphalt, LLC..... | Total Base Bid – \$186,989.55 |
| (5) Thrift Brothers, LLC..... | Total Base Bid – \$195,210.50 |
| (6) Reeves Construction Company, Inc..... | Total Base Bid – \$298,936.21 |

Additional bidders were Griffin Grading & Concrete, LLC, Littlefield Construction Company, Reames and Son Construction Company, Inc., and The Scruggs Company. No bids were received from these bidders.

The City of Ocilla was awarded construction loan funds in the amount of \$49,198.79 from the Georgia Transportation Infrastructure Bank (GTIB) in FY 2018. If this project is awarded to the lowest bidder, the City will have a shortfall of construction funds in the amount of \$91,715.79. The reasons for the construction shortfall in funding is due to three reasons:

- 1) Hardships the city and engineer had to obtain the required right-of-way needed to construct the project.
- 2) The project is a FY 2018 project, construction prices have increased.
- 3) The project will address additional drainage issues at the intersection of Frank Road and McKinley Street as requested by the City.

Therefore, based on the review of submitted bid proposals, project budget, and verified references and work experience, Statewide Engineering, Inc. recommends that the Total Base Bid be awarded to the low bidder, **KW Underground, LLC** in the amount of **\$140,914.58**.

However, if the City chooses not to award the project to KW Underground, LLC due to past performance issues on other city projects, the council has the option to award the project to the next lowest bidders, (2) Douglas Electric & Plumbing Company, Inc., or (3) Burke Paving Company, Inc. The only issue with awarding to the next lower bidders will be the increased amounts of city funds required to make up the construction shortfall.

Considering the above information, Statewide Engineering, Inc recommends the City select the most advantageous of the following options:

Option No.1

Total Base Bid be awarded to KW Underground, LLC in the amount of **\$140,914.58**. The City will have a construction shortfall in the amount of **\$91,715.79**.

Option No.2

Total Base Bid be awarded to Douglas Electric & Plumbing Company, Inc. in the amount of **\$166,838.32**. The City will have a construction shortfall in the amount of **\$117,639.53**.

Option No.3

Due to past performances from both named contractors above, Total Base Bid be awarded to Burke Paving Company, Inc. in the amount of **\$185,560.15**. The City will have a construction shortfall in the amount of **\$136,361.36**.

This award can be authorized by an official vote of the City of Ocilla. Please schedule for this authorization at your next scheduled meeting. Please do not hesitate to contact my office for questions or if we can be of further assistance.

Sincerely,

Mark Dill

Statewide Engineering, Inc.

Mayor Matt Seale called for a motion.

Motion by Councilman Lemora Moses and 2nd by Councilwoman Mona Paulk to award the N. McKinley St. Widening Project to the low bidder – KW Underground, LLC. with the bid amount of \$140,914.58

All in favor raise your hand – Voted 5 yes: Opposes none – Motion carries unanimously.

Fifth: Statewide Engineering’s Recommendation on the East 5th Street Project
Mayor Matt Seale read Statewide Engineering’s Recommendation to award the East 5th Street TIA Project to the low bidder – The Scruggs Company. The project amount \$478,624.42



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September 7, 2021

Attn: Mayor Matt Seale
 City of Ocilla
 P.O. Box 626
 Ocilla, Georgia 31774

RE: City of Ocilla TIA (PI # 0016266)
 Street and Drainage Improvements to:
 Fifth Street
 SWE Project No.: 17-3177-C

Dear Mayor Seale and City Commissioners,

Bids were received and opened on the City of Ocilla, Georgia TIA Project (PI# 0016266) Fifth Street on September 3, 2021. The base bids received were as follows: (Listed lowest to highest)

- (1) The Scruggs Company Total Base Bid – \$478,624.42
- (2) Douglas Electric & Plumbing Company, Inc..... Total Base Bid – \$487,910.24
- (3) Hancock & Sons Construction Company, Inc. Total Base Bid – \$497,083.07
- (4) Thrift Brothers, LLC..... Total Base Bid – \$509,861.00
- (5) Reeves Construction Company, Inc..... Total Base Bid – \$612,140.66

Additional bidders were East Coast Asphalt, LLC, Griffin Grading & Concrete, LLC, Littlefield Construction Company, Reames and Son Construction Company, Inc., and KW Underground, LLC. No bids were received from these bidders.

The City of Ocilla was awarded TIA Funds in the total amount of **\$500,000.00** for street and drainage improvements on Fifth Street. Proposed project budget summary is as follows:

No.	Street Name	Construction Costs (Low Bidder)	Engineering and Wetland Permitting	Total Project Cost
1	Fifth Street	\$478,624.42	\$56,965.00	535,589.42

Due to the project being over the approved budget in the amount of \$35,589.42, GDOT has reviewed the engineer's documentation and will allow an inflation rate in the amount of 3.6% over the 3-year Band 1 period which totals to 10.8% or \$54,000.00. With these additional funds the project can be submitted to the council for consideration of award. To add these additional funds, an official request letter with all proposed expenditures with updated project costs must be submitted to GDOT. ***Please see attached request letter to place on city letterhead.*** Once GDOT receives the request letter a supplemental agreement will be prepared so that additional funds can be added to the project.

No City funds are required for any of these services (construction and engineering) as all will be paid from TIA. GDOT has confirmed that these funds can only be used within the original project scope. Remaining funds will not be allowed to extend the existing project limits or even add additional streets. However, during construction, if additional work is needed as to an unforeseen change order, then the funds will be allowed, subject to approval by GDOT.

GDOT's current intent with any remaining funds will be at the end of the 10 years, upon all projects being completed, all remaining TIA Funds at that time, left over in the region will be distributed to all local governments as a one-time payment using the formula for disbursing the 25% monthly discretionary funding the local government currently receives. No additional projects will be programmed with remaining funds.

Therefore, based on the review of the submitted bid proposal, project budget, and verified references and work experience, Statewide Engineering, Inc. recommends that the Total Base Bid be awarded to the low bidder, **The Scruggs Company** in the amount of **\$478,624.42**.

This award can be authorized by an official vote of the City of Ocilla, Georgia. Please schedule for this authorization at your next scheduled meeting. Please do not hesitate to contact my office for questions or if we can be of further assistance.

Sincerely,

Mark Dill

Mark Dill
Statewide Engineering, Inc.

Mayor Matt Seale called for a motion.

Motion by Councilwoman Claire Clayton-Stone and 2nd by Councilwoman Patrice Y.W. Manley to award the East 5th Street TIA Project to the low bidder – The Scruggs Company. The bid amount \$478,624.42

All in favor raise your hand – Voted 5 yes: Oppose none – Motion carries unanimously.

Sixth: Purchase of Truck for Public Works Department

Mayor Matt Seale stated that it is time to follow up on the lease program with the next purchase of a truck for the Public Works Department. He suggested that the Council approve purchasing a Ford150 truck at the cost of \$23,059.00

Councilman Lemora Moses stated that he would like to purchase a bigger truck.

Councilman Steven Hudson stated that he like to receive the information and Agenda before the Council Meeting.

After some discussion, Mayor Matt Seale called for a motion.

No motion was made and the purchase of the truck for the Public Works Department was tabled.

Seventh: Revolving Loan Fund Committee Recommendation
Mayor Matt Seale read the Revolving Loan Fund Committee's recommendation to loan Bill Daniels of Osceola Cuts \$200,000.00 for 10 years at 2.75% and to taking a second lien on property at 165 Cotton Drive Ocilla GA 31774

Mayor Matt Seale called for a motion.
Motion by Councilman Lemora Moses and 2nd by Councilwoman Mona Paulk to accept the recommendation and loan Bill Daniels of Osceola Cuts \$200,000.00 for 10 years at 2.75% and to taking a second lien on property at 165 Cotton Drive Ocilla GA 31774 from the Revolving Loan Fund.

All in favor raise your hand – Voted 4 yes: Opposes (One – Councilwoman Patrice Y.W. Manley): Motion passed.

Eighth: Report from Committees
Cemetery Committee – Chairman Lemora Moses asked Ms. Ruth Burch to give a report.

Recommendation for changes to the Rules and Regulations for the Ocilla City Cemetery

Purchase/Price

City resident: \$500.00 (burial site, open and close of site)

Non City resident: \$650.00 (same as above)

Delete weekend, holidays fees

Planting

No Planting

No decorations (solar lights, fencing, artificial flowers stuck in ground without vase, etc.)

Monuments/Markers

Be required to have marker identifying name of deceased within one year of burial

No more grave sites to be sold in Oak Street -North Cemetery. The excess rain that we've had this year left some graves on the north-west and west sides surround by water.

Recommend funeral directors give copies of Rules and Regulations to all clients.

Recommend purchasing land for a future cemetery.

If these recommendations are approved, please have it announced in newspaper three to four weeks.

In regards to the report Ms. Burch read, Councilman Lemora Moses read a lawn service quote from C & C Lawn Service. The was in the amount of \$5,500.00

C & C LAWN AND PRESSURE WASHING SERVICE, LLC

Services Cost Category #1 – Labor	Price
Northwest Cemetery	\$1,000.00
South Cemetery	\$500.00
North Cemetery	\$500.00
Total Services Category #1 Costs	\$2,000.00
Services Cost Category #2 – Maintenance of grounds	
Mowing the Northwest Cemetery	\$900.00
Mowing the South Cemetery	\$800.00
Mowing the North Cemetery	\$800.00
Picking up trash and pinecones in all cemeteries	\$450.00
Spraying for ants, weed eating grounds and weed eating unattended grave sites* in all cemeteries	\$550.00
Total Services Category #2 Costs	\$3,500.00
TOTAL MONTHLY FEE	\$5,500.00
<p>The cemeteries require year-round maintenance; however, grass is not growing during the winter months from November – February, Therefore, during those months, the fee will change from the monthly fee to a per mowing fee of \$2,750.00</p> <p>March - October will be the monthly charge of \$5,500.00.</p> <p>*Even though my employees and I have insurance coverage, I request that the City of Ocilla takes responsibility for any damages that may occur during maintenance of unattended graves, since that service has been requested by some citizens.</p>	

Councilman Moses and Councilman Steven Hudson will talk to the local funeral home directors and gather information for the next Council meeting.

Ninth: Mayor Matt Seale called for a motion to adjourn.
Motion by Councilwoman Claire Clayton-Stone and 2nd by Councilman Steven Hudson to adjourn the meeting.
All in favor say I – Voted 5 yes; Opposes None – Motion carries.

MEETING ADJOURNED:

MAYOR MATT SEALE

CITY CLERK LUCILE MIDDLEBROOKS