

CITY COUNCIL
GIL MCDOUGAL, MAYOR
DANNY CARTER, MAYOR PRO-TEM
SHIRLEY MARCHMAN
LESLIE MCPHERSON
MATTHEW MOMTAHAN
MICHAEL YOUNG

City of Villa Rica



CITY MANAGER: TOM BARBER
CITY CLERK: ALISA DOYAL
CITY ATTORNEY: C. DAVID MECKLIN

571 W BANKHEAD HWY
VILLA RICA, GA. 30180
770.459.7000 | VILLARICA.ORG

MAYOR & COUNCIL MEETING AGENDA

Holt-Bishop Justice Center, Municipal Courtroom, 101 Main Street
May 26, 2020 | 6:00 PM

Due to the current Social Distancing orders in effect in the State of Georgia at the time of this notice, the public will not be permitted to attend the Work Session or Regular Meeting in person. All interested persons are invited and encouraged to observe the live stream of the meeting which may be found at www.villarica.org.

Meeting Call to Order (Mayor Gil McDougal)

Invocation (Rev. Steve Swafford, Fullerville Baptist Church)

Pledge of Allegiance (Kyndal Coleman, Villa Rica High School Senior)

Adoption of the Agenda (Mayor Gil McDougal)

Public Comment (Those wishing to give a public comment should email City Clerk, Alisa Doyal at adoyal@villarica.org, with their requests and include their name, address and phone number. The City Clerk will make the calls at the appropriate time in the meeting in the order received.)

Council Updates (Subjects of General Interest and Concern)

A. Consent Agenda (Mayor Gil McDougal)

B. Governing Body (Mayor Gil McDougal)

1. Approval of Minutes:
 1. Meeting Minutes of May 12, 2020.
2. Mayor Appointment of Dee Johnson - New Member of Cemetery Commission
3. Election of GMA District 4 Officers for 2020-2021

C. Public Works (Bobby Elliott, Director)

1. Recreation Senior Center HVAC Replacement (Nic Griffin, Maintenance Manager)
2. Two Dehumidification Systems for Library (Nic Griffin, Maintenance Manager)

3. Three Carrier HVAC Systems for Police Department (Nic Griffin, Maintenance Manager)
4. Purchase SLG R2632 Scissor Lift (Nic Griffin, Maintenance Manager)

D. Utilities (Pete Zorbanos, Director)

1. Replacement of High Service Pump Drive 3
2. Keck & Wood Booster Pump Station Proposal

E. Police (Michael Mansour, Chief)

1. Items for Auction from Police Evidence Room (Captain Keith Shaddix)

F. Finance (Sarah Andrews, CFO)

1. Financial Update: April 2020
2. Cutoffs for NonPayment

G. City Manager (Tom Barber)

1. Amendment to Professional Service Agreement with Brennan Jones
2. Carroll County Road Construction Proposal - Daniel Road
3. Fall Recreational Programming

City Manager's Report (Tom Barber)

Adjournment

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CITY COUNCIL MEETING MINUTES

Villa Rica Public Library, 869 Dallas Highway
Tuesday, May 12, 2020 | 6:00 pm

Meeting Call to Order (Mayor Gil McDougal)

Mayor Gil McDougal called the meeting to order at 6:00 pm.

Present: Mayor Gil McDougal, Mayor Pro Tem Danny Carter, Councilwoman Shirley Marchman, Councilwoman Leslie McPherson, and Councilman Michael Young. Councilman Matthew Momtahan was absent.

Invocation (Councilwoman Leslie McPherson)

Councilwoman Leslie McPherson gave the invocation.

Pledge of Allegiance (Mayor Gil McDougal)

Mayor Gil McDougal led the Pledge of Allegiance.

Adoption of Agenda (Mayor Gil McDougal)

Councilman Danny Carter made the motion to adopt the agenda.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Shirley Marchman, Councilwoman
AYES:	Carter, Marchman, McPherson, Young

Public Comment: None

Council Updates (Subjects of General Interest and Concern)

- Mayor Gil McDougal stated that the city is in the process of making some decisions with regard to opening facilities in the city, and will put more information out there tomorrow in the newsletter and social media. City Hall, the Police Department, and the Customer Service building will open to the public next Monday (May 18, 2020). Additional updates in light of the Governor's news conference this afternoon will come out from the city tomorrow in the newsletter and on social media. Mayor McDougal also stated that the format that the public is looking at is Graddick Communications handling the audio and video tonight. We think that this may be the process that we begin to use in the future when we go back to the council chambers/courtroom and hopes this is an improvement.
- Councilman Michael Young wished Councilman Matthew Momtahan a "Happy Birthday" who is not in attendance with us and that we are thinking about him.
- Councilwoman Leslie McPherson expressed that she has a concern and not the only one. This could be in any of the wards but is something she has taken special note of. She stated that she has more of the

older section of Villa Rica in her ward, and it is with dilapidated houses, vacant houses, and it's not just about appearances. There is the concern of safety in areas that children might play in. Going forward she hopes that we develop the policies, and address this because it is a problem and affecting people who live around these places.

- Mayor Gil McDougal reported that he had a legal meeting this afternoon with the city attorney and is working on new code enforcement revisions. The council will be receiving the revisions soon to look at. He and Councilwoman Leslie McPherson met with constituents about this issue. The city is raising the alert on code enforcement.

A. Consent Agenda (Mayor Gil McDougal)

Mayor Gil McDougal presented the Consent Agenda items for approval:

1. Liberty Pointe Phase III Final Plat Approval – Approve the final plat for Liberty Pointe Phase III.
2. 2020 Budget Amendment – Adopt the ordinance to approve an amendment to the budget for the fiscal year 2020 for the City pursuant to Section 2-71 of the City Charter.

Councilwoman Shirley Marchman made the motion to approve the Consent Agenda.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Shirley Marchman, Councilwoman
SECONDER:	Danny Carter, Councilman
AYES:	Marchman, Carter, McPherson, Young

B. Governing Body (Mayor Gil McDougal)

1. Approval of Minutes:
 1. Meeting Minutes of April 28, 2020.

Councilman Michael Young made the motion to approve the meeting minutes of April 28, 2020.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Michael Young, Councilman
SECONDER:	Leslie McPherson, Councilwoman
AYES:	Young, McPherson, Marchman, Carter

C. Adjournment

Councilman Danny Carter made the motion to adjourn, seconded by Councilwoman Shirley Marchman. The vote was unanimous. The meeting was adjourned by Mayor Gil McDougal.



Name and address of the business entity you own, located within the city limits of Villa Rica (if applicable)

- a) Which Board(s) or Commission(s) do you wish to be appointed to? Cemetery Commission
- b) How long have you been a resident of the City of Villa Rica? 48 Years 11 Months
- c) Are you current with all of your financial obligations to the City? ☐ Yes ☐ No N/A
- d) Are you willing and available to attend training sessions on-site and/or off-site if provided by the City? ☒ Yes ☐ No
- e) Available Boards and Commissions and their terms and meeting schedules are listed at the end of this application. Are you able to meet the attendance requirements of the position for which you are applying? ☒ Yes ☐ No
- f) Do you know of any circumstances that would result in you having to abstain from voting on any action before the Board or Commission? ☐ Yes ☒ No If yes, please explain:

- g) Do you or your employer, or your spouse, child, relative or their employers, do business with the City of Villa Rica ☒ Yes ☐ No If yes, please explain:

The Camp Cap Co. is owned by a family member. (2nd Cousin by marriage - I think)

- h) Do you have any employment or contractual relationship with the City of Villa Rica that would create a continuing or frequently recurring conflict with regard to your participation on a Board or Commission? ☐ Yes ☒ No If yes, please explain:

Though I do volunteer at the Pine Mountain Gold Museum most weekends &

yearly Museum created events.

i) What talents, strengths, experience, or interests do you feel you would bring to the Board or Commission if selected?

Interest in the local history, lore, legends, & ghost stories of my home town.

j) Are you willing to be considered for appointment to any of the other Boards or Commissions of the City if a position is not available on the Board or Commission of your first choice? ☐ Yes ☒ No If yes, please list the Boards or Commissions for which you would like to be considered (in order of interest):

APPLICANT STATEMENT

I understand that I am applying for appointment to a Board or Commission and that the appointing authority may require an interview prior to consideration for appointment; that I will be required to take an oath of office to uphold the City's charter and ordinances; that I may be removed from office for any reason permitted by law or City charter; and that my application will remain on file for consideration for a period of six months, after which time, I will need to file a new application. I agree to comply at all times with all requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in this application are true to the best of my knowledge.

Karen "Dee" Johnson
Signature

Karen "Dee" Johnson
Printed Name

3/10/20
Date

Please return signed application to: Alisa Doyal, City Clerk
City of Villa Rica
571 W. Bankhead Hwy
Villa Rica, GA 30180

Fax: 770-459-7003
Email: adoyal@villarica.org

Questions? Contact the City Clerk at 678-840-1212

BOARD AND COMMISSION INFORMATION

Board of Appeals (BOA): The BOA is a quasi-judicial body that provides the public with a final administrative review process for appeals relating to a wide range of City determinations. The Board strives to provide an efficient, fair and expeditious public hearing and decision-making process before an impartial panel as a last step in the City's permit issuance process. The Board hears and decides appeals involving the granting, denial, suspension, or revocation of permits, licenses, and other use entitlements by various City commissions and departments. The granting or denial of variances and other determinations by the P&Z Commission. Term: 3 years | Members: 5

Downtown Development Authority (DDA): The DDA's mission is to oversee the revitalization and redevelopment of the central business district and to develop and promote for the public good and general welfare, trade, commerce, industry and employment opportunities. Members must either own a business or have an economic interest in the downtown. A member of the City Council is permitted to serve on the DDA. Term: 4 years | Members: 7

Historic Preservation Commission (HPC): This six-member commission is appointed by the City Council and administers the historic regulations in the City of Villa Rica. Commissioners review requests for retaining wall grants, revolving loan applications, building permit applications and demolition permit requests. Term: 3 years | Members: 6

Housing Authority Board (HAB): The housing authority has all powers necessary and convenient to carry out its purposes, including the power to make contracts, acquire, prepare, lease, and operate housing projects, provide for housing construction, repair, and furnishings, borrow money or accept grants and loans, and issue revenue bonds. Bonds and other obligations incurred by the authority are not debts of the city. Term: 5 years | Members: 5

Library Advisory Board (LAB): Acts in an advisory capacity to the branch manager of the Villa Rica Public Library. Members work with the Branch Manager to establish operational policies for the library for approval by the City Council and West Georgia Regional Library System, assist the Branch Manager with the annual budget request to the City Council, adopts bylaws and regulations for internal operations, makes recommendations through the City Manager to the Mayor and City Council concerning the library, solicits donations of money and/or property for the benefit of the library, and represents the library to the community. The City Manager, Branch Manager and WGRL Director serve as nonvoting members. Term: 3 years | Members: 7

Main Street Advisory Board (MSAB): This seven-member Board commission is appointed by the City Council and works to promote and create a thriving central business district in Downtown Villa Rica and along primary entrance corridors into the central downtown business district. Term: 4 years | Members: 7

Planning & Zoning Commission (P&Z): The P&Z advises the City Council in decisions pertaining to amendments to the Comprehensive Plan, the Zoning Ordinance and applications for development. The Commission is charged with developing and maintaining the Comprehensive Plan and submitting the plan and its elements to the City Council. The Commission also reviews and makes recommendations regarding changes to the Comprehensive Plan land use map. The Commission hears, reviews and makes recommendations regarding all applications for subdivision site plans, specific plans and phased and conditional use permit applications. Term: 1 year | Members: 5

Recreation Advisory Commission (RAC): The purpose of the RAC is to make recommendations to the City Council regarding parks and recreation plans, policies, programs and projects. Term: 3 years | Members: 7

Villa Rica Cemetery Committee: Functions include making recommendations to the City Manager on all aspects of the management and operations of the city's cemeteries. Term: 3 years | Members: 6

Villa Rica Development Authority (VRDA): The VRDA exists to provide bond financing for community and economic development projects with a goal of increasing job opportunities within the community, supporting education and health care, and providing housing for underserved communities, all of which benefit the residents of the city of Villa Rica and the state of Georgia. This is a Mayoral appointment; otherwise Council appoints. Term: 4 years | Members: 7

City of Villa Rica

PROCEDURES FOR BOARD OR COMMISSION APPOINTMENT

- 1) Approximately four weeks before the end of a Board or Commission term, the City Clerk will notify the Mayor and City Council and the members of the Board or Committee affected of the positions and citizens whose terms will be expiring.
- 2) The City Clerk will cause this information to be posted via the City's website, electronic newsletter or other means to inform the residents in the city. This notice will also include qualifications (if any) to serve. The Mayor and City Council will set the timeframe for the acceptance of applicants.
- 3) Applications may be sent to the City Clerk. The Mayor and City Council may interview candidates at its discretion. The Mayor and City Council retains all responsibilities and rights to select candidates, nominate and confirm appointments as required by the City Charter and Code of Ordinances.
- 4) After any appointment, the new Board or Commission member, as well as the other members of that Board or Commission will receive a letter notifying them of their appointment and be scheduled to be administered an Oath of Office.

Please return signed application to: Alisa Doyal, City Clerk
City of Villa Rica
571 W. Bankhead Hwy
Villa Rica, GA 30180

Fax: 770-459-7003
Email: adoyal@villarica.org

Questions? Contact the City Clerk at 678-840-1212



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Election of GMA's District 4 Officers

AGENDA DATE: May 21, 2020

DATE PREPARED: May 26, 2020

PREPARED BY: Tom Barber

AMOUNT: n/a

GL ACCOUNT #: n/a

FUNDING SOURCE: n/a

BUDGETED ITEM? n/a

PURPOSE: To approve a slate of candidates as GMA's District 4 Officers for 2020-2021.

BACKGROUND: GMA has submitted the ballot for their 2020-2021 District 4 officers. The City may vote to approve or oppose the proposed slate of city officials. The deadline for submitting nominations was May 18.

STAFF RECOMMENDATION:

IMPACT:

MOTION: I move that we approve the slate of four city officials nominated as District 4 Officers by GMA for the 2020-2021 year.

ELECTION OF GMA'S DISTRICT 4 OFFICERS FOR 2020-2021

BALLOT

The following city officials have been nominated as GMA's District 4 Officers for 2020-2021:

- President Clarence Bolden, Councilmember, Turin
- First Vice President J.D. Stallings, Mayor, Thomaston
- Second Vice President Steve Ledbetter, Mayor, Woodbury
- Third Vice President Betty Cason, Mayor, Carrollton

**No additional nominations were received by the May 18, 2020 deadline.*

If your city is in favor of the proposed slate of officers, please check here: _____

If your city is opposed to the proposed slate of officers, please check here: _____

Please provide the following information:

City: _____

Name of person submitting ballot: _____

Signature: _____

Please mail or email ballot by June 17 to:

Terrell Jacobs, Georgia Municipal Association, P.O. Box 105377, Atlanta, GA 30348; email at tjacobs@gacities.com.



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Recreation Senior Center HVAC replacement
AGENDA DATE: May 14, 2020

DATE PREPARED: May 14, 2020
PREPARED BY: Nic Griffin

AMOUNT: \$39,158.00
GL ACCOUNT #: 321-5500-541300
FUNDING SOURCE: CPLOST
BUDGETED ITEM? Yes

PURPOSE: To replace the 25-ton HVAC system that supplies the Senior Center. The current unit is a Carrier AHU model#40RR-028-000. We would replace it with a Carrier 25-ton unit, model #38APS02554 and #40RUAA28T2A5.

BACKGROUND: The current system is 28 years old and runs with R-22 type refrigerant. This unit has had an increasing demand for repair and maintenance over the years. The motor in the air handler is starting to pull more power than the circuit is rated for, thus tripping the breaker frequently. It will not be very long before there is a catastrophic failure in this system, leaving the Senior Center without air conditioning. Staff has reached out to a total of five vendors with requests for quotes. Only two of those vendors were interested. All vendors were asked to bid on the exact same equipment. KBS Heating and Cooling came in as the low bidder. They are \$10,489.00 less expensive than Action Electrical. The City budgeted \$49,302.00 for this project. We will be under budget by \$10,144.00.

Company	Quote
KBS Heating and Cooling, Inc	\$39,158.00
Action Electrical & Mechanical Contractors	\$49,647.00

STAFF RECOMMENDATION: We currently use Action Electrical and Mechanical contractors for most of our HVAC service needs. While we are extremely satisfied with the service they have always provided, staff is recommending that the city hires KBS Heating and Cooling for this install. KBS is a local company, with their office being located at 146 Edge Road. They have been in business for 20 years, starting in Douglasville and moving to Villa Rica in 2014. They currently provide service to places such as The City of Douglasville, Dawn Foods, Finishing Dynamics and more. They have provided a list of references that are attached. It is my opinion that

a relationship with this local company would provide the City of Villa Rica a great service for our HVAC needs.

IMPACT: The Senior Center will have a reliable HVAC system that provides excellent heating and cooling for many years.

MOTION: I move that we authorize city staff to engage KBS Heating and Cooling, Inc for the purchase and installation of a complete Carrier HVAC system, in the amount of \$39,158.00.



146 Edge Road
Villa Rica, Georgia 30180
678-715-9299 or 770-439-6677
customer.care@kbshvac.net

April 28, 2020

Dear, Nic Griffen

Thank you for the opportunity to quote your HVAC project located at 646 Industrial Blvd. Gold Dust Recreation Department. We are excited and honored to be able to build a relationship with the City Of Villa Rica. We have committed our company to providing the highest quality in our installation Department, as well as having a high quality service department and staff. We also have great relationships with our vendor that stand behind the products we are purchasing and installing for our customer. We offer 24/7 after hours and emergency services to all our customer and clients. Our quotes include quality materials and workmanship to meet or exceed all state and local codes, permits and warranties. The proposal includes all equipment, materials and labor to complete replacement of 1- 25- ton DX split-cooling system as stated in the requested memo.

- 1- Carrier 25 ton Complete indoor and out-door unit replacement
- 1- M#38APS02554-10030 Deluxe air-cooled condensing unit
- 1- M#40RUAA28T2A5 Deluxe indoor Air-Handler with 2" filters
- 1- 2 Speed VFD Display Kit form indoor
- 1- CAHWCOIL003A0 2- Row Hot Water Coil
- 1- P502-8759S Liquid Line Filter Dryer
- 1- HM1-1TT9 Site Glass for liquid Line, 1- LLSV pump down solenoid valve
 - Reconnect to existing supply duct-work and Return Duct-work
 - Reconnect to existing water-supply with Braded water connectors
 - Reconnect all refrigerant lines, power supply, controls and drains
 - Mastic Seal duct-work at all connection at new indoor unit
 - Install new Honeywell Programable thermostat based on equipment specs
 - Pressure test refrigerant lines and evacuate system to 500 Microns
 - Insulate all refrigerant lines both indoor and out-door
 - Remove all old equipment and clean work area

All Listed Equipment, material and labor..... Installed-\$39,158.00

Warranty for all equipment:

5- year parts/compressor, 1- year labor from start-up date

Thanks for allow us to look at your project
Jason Perritt 678-756-1377

Thanks again for your interest in KBS Heating and Cooling Inc. If you have any questions please



146 Edge Road
Villa Rica, Georgia 30180
678-715-9299 or 770-439-6677
customer.care@kbs HVAC.net

call me directly.

Sincerely,
Jason Perritt
KBS Heating and Cooling, Inc.



May 13, 2020

City of Villa Rica
Gold Dust park
Villa Rica, GA 30180
dgriffin@villarica.org

Est. # SV20-624

We are pleased to offer or proposal for the following scope of work to replace the 30- year old 25 Ton HVAC system for the dinning hall area at Gold dust park.

Old equipment: Carrier AHU mod # 40RR-028-000
Carrier AC mod # 38AKS028-600

Scope of Work: Replacement of 25- ton system

- Lock out and tag out power to air handler and condenser.
- Reclaim all refrigerant from system according to EPA guidelines.
- Disconnect all refrigerant piping and hot water piping from unit.
- Disconnect all power and controls.
- Remove all old equipment from the building and haul off job site.
- Set new air handler in place and set new condenser on existing pad.
- Install new duct transitions to new air handler and seal up.
- Reconnect all refrigerant lines, power, controls, and drain.
- Install new hot water control valve and re pipe to new HW coil
- Pressure test refrigerant lines evacuate system to 500 microns.
- Insulate all HW and refrigerant lines.
- Install new Honeywell Thermostat.
- Start system and charge with correct amount of 410A check for correct operation in cooling.
- Purge air from hot water lines and check operation of heat.
- Clean up work area and haul off all trash.

Items included:

- Carrier 25-ton air handler with hot water heating coil option and VFD two speed drive fan assy. Model #40RUAA28T2A5-0A0A0
- Carrier 25-ton AC condensing unit dual compressors two stage Model # 40RUAA28T2A5-0A0A0
- Carrier 2 row hot water coil Model # CAHWCOIL003A00
- All duct work to complete job
- All electrical supply's needed
- All hot water piping with new control valve and insulation

Quote is subject to and conditioned upon use of terms which are acceptable to Action Electric Co., Inc.
Pricing is good for 30 days unless otherwise noted.

- All refrigerant piping with new driers, solenoid valves and insulation
- All new control thermostat and fan controls
- All labor to complete job
- Start units and check for correct operation

Investment to complete scope of work \$49,647.00

Clarifications and Exceptions:

- Warranty 1- year parts and labor 5- year compressor
- All work done during normal hours 7 am to 3.30 pm M-F
- No drawings or permits included
- No load calculations included

Thank you for the opportunity,

Dwayne Camp
HVAC/R Project Manager
Direct 678-278-4210
24HR 404-799-3551
dcamp@actioncontractors.com

Quote is subject to and conditioned upon use of terms which are acceptable to Action Electric Co., Inc.
Pricing is good for 30 days unless otherwise noted.



146 Edge Road
Villa Rica, Georgia 30180
678-715-9299 or 770-439-6677
customer.care@kbshvac.net

May 14, 2020

City of Villa Rica
571 W Bankhead Hwy
Villa Rica, GA 30180

KBS Heating and Cooling, Inc. is a full service heating, ventilation, and air conditioning company for both residential and commercial properties. The founder, Kenneth Borts, opened its doors in Douglasville, Georgia in November of 1998, and became incorporated in February of 1999. We moved and became a part of the City of Villa Rica community in 2014. With an annual gross income around \$1,500,000.00, the company has been servicing the metro Atlanta community for over twenty years. With projections higher this year, we are confident we can handle any size job.

Please refer to attached documentation to further explain our Maintenance Memberships and a few of our Indoor Air Quality products. Our Maintenance Memberships are designed to meet our customer's specific needs while saving them money in energy conservation and prolonging equipment life.

We measure our success by the values of our service and our long-term relationships with our customers. Please see attached list of our long standing clients and trade references.

We provide superior service and exceptional quality at a fair price. With a staff of fifteen people at this time we feel we can support your needs. We look forward to exceeding your expectations and developing a long-term relationship with the City of Villa Rica. Please feel free to contact us at any time at 678-715-9299.

Regards,

Kenneth Borts
Owner – KBS Heating and Cooling, Inc.



Trade References:

1. Keyra Carroll
Personal Banker
SunTrust Bank
435 West Bankhead Hwy.
Villa Rica, Ga 30180
(770) 462-6025
keyra.carroll@suntrust.com
2. John Morisseau
Territory Manager
Apex Supply PC549
2250 Sweetwater Ind. Blvd.
Lithia Springs, GA 30122
(404) 354-2528
john.morisseau@apexsupply.com
3. Taylor Leggett
President/Owner
Douglasville Winair Company
8960 GA-5
Bldg C
(770) 846-6508
ctleggett@winsupplyinc.com
4. Dustin Ketchum
Account Manager
Georgia Trane
4000 Dekalb Technology Parkway
Building 100
Atlanta, Georgia, USA 30340
(678) 216-2667
dustin.Ketchem@TraneTechnologies.com



Trade References:

1. Keyra Carroll
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(770) 462-6025
keyra.carroll@suntrust.com
2. John Morisseau
Territory Manager
Apex Supply PC549
2250 Sweetwater Ind. Blvd.
Lithia Springs, GA 30122
(404) 354-2528
john.morisseau@apexsupply.com
3. Taylor Leggett
President/Owner
Douglasville Winair Company
8960 GA-5
Bldg C
(770) 846-6508
ctleggett@winsupplyinc.com
4. Dustin Ketchum
Account Manager
Georgia Trane
4000 Dekalb Technology Parkway
Building 100
Atlanta, Georgia, USA 30340
(678) 216-2667
dustin.Ketchem@TraneTechnologies.com



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: City of Villa Rica Library
AGENDA DATE: May 14, 2020

DATE PREPARED: May 14, 2020
PREPARED BY: Nic Griffin

AMOUNT: \$32,686.00
GL ACCOUNT #: 320-6510-541300
FUNDING SOURCE: 08SPLOST
BUDGETED ITEM? Yes

PURPOSE: To replace one 15-ton unit serial #KGA180S4BS2Y and one 7.5-ton unit serial #KGA090S4BH4Y located on the library roof. We will be installing two Lennox Humiditrol systems. They will have equivalent tonnage. These new systems have a dehumidifier option which allows the cooling to run with secondary reheat so that it dries out the air without over cooling the facility. The new systems to be installed are Model #KGB180S4 15-ton and Model #KGB092S4 7.5-ton. These units will supply the main library area and the children's area.

BACKGROUND: The Library has had a history of humidity issues since it was built. On August 13, 2019 the City Council approved an application to apply for an MRR grant from the State Library that if approved would cover 50 percent of the units' replacement cost. There are a couple factors that cause this issue, the main one being with the window seals. There are many windows in the facility. From what we have discovered, some of the windows have shifted downwards a bit in their frame. It is my opinion that the window seals are not functioning as designed, allowing moisture to seep in. We have experienced multiple occurrences of water intrusion through the window seals in the past. We have set up portable dehumidifiers in the library for a temporary solution. Staff has reached out to a total of five HVAC contractors with a request for quote. Only two of those vendors were interested. All vendors were asked to bid on the exact same equipment. KBS Heating and Cooling came in as the low bidder. They are \$4,571 less expensive than Action Electrical. The city budgeted \$37,257.00. The City will be under budget by \$4,571.00.

Company	Quote
KBS Heating and Cooling, Inc	\$32,686.00
Action Electrical & Mechanical Contractors	\$37,257.00

STAFF RECOMMENDATION: We currently use Action Electrical and Mechanical contractors for most of our HVAC service needs. While we are extremely satisfied with the service they have

always provided, staff is recommending that the city hires KBS Heating and Cooling for this install. KBS is a local company, with their office being located at 146 Edge Road. They have been in business for 20 years, starting in Douglasville and moving to Villa Rica in 2014. They currently provide service to places such as The City of Douglasville, Dawn Foods, Finishing Dynamics and more. They have provided a list of references that are attached. It is my opinion that a relationship with this local company would provide the City of Villa Rica a great service for our HVAC needs.

IMPACT: Replacing these units will provide the Library with a greater control of moisture management. These units will have the ability to remove much more moisture out of the air at a greater rate than the current set-up consisting of portable dehumidifiers. The units being removed, can be repurposed and installed on another facility that is in need of a 410a hvac system.

MOTION: I move that we authorize city staff to engage KBS Heating and Cooling for the purchase and installation of two Lennox Humiditrol dehumidification systems, in the amount of \$32,686.00.



146 Edge Road
Villa Rica, Georgia 30180
678-715-9299 or 770-439-6677
customer.care@kbshvac.net

April 28, 2020

Dear, Nic Griffen

Thank you for the opportunity to quote your HVAC project located at 869 Dallas Hwy. Villa Rica Library. We are excited and honored to be able to build a relationship with the City Of Villa Rica. We have committed our company to providing the highest quality in our installation Department, as well as having a high quality service department and staff. We also have great relationships with our vendor that stand behind the products we are purchasing and installing for our customer. We offer 24/7 after hours and emergency services to all our customer and clients. Our quotes include quality materials and workmanship to meet or exceed all state and local codes, permits and warranties. The proposal includes all equipment, materials and labor to complete replacement of 1- 15-ton Gas Package unit, 1- 7.5- ton Gas package unit as stated in the requested memo.

- 1- Carrier M# 48TCDE08A2A5-6F With HUMIDIMIZER 7.5 Ton
- 1- Electromechanical Controls with W7220 Economizer
- 1- 2 speed fan control VFD
- 1- 33CS2PPRH-03 EDGE Pro Programable Control with Humidity Control
- 1- 7.5 Ton Curb Adapter to Fit existing Roof-Curb
- 2- Carrier M#48TCDE16A2A5-6F0G0 With HUMIDIMIZER 15-TON
- 1- Electromechanical Controls with W7220 Economizer
- 1- 2 Speed VFD Display Kit
- 1- 33CS2PPRH-03 EDGE Pro Programable Control with Humidity Control
- 1- 15 Ton Curb Adapter to Fit existing Roof-Curb
- Install curb adapters and seal with New Gasket Material
- Install New Low Voltage Wire to Controller for Humidity Control
- Reconnect All Electrical, Gas-piping and Drains with Clean-outs
- Start-up Equipment and preform proper commissions, Settings
- Fill out all Factory Specs sheets and submit to Carrier
- Provide Crane Service to perform list replacements
- Remove all old equipment and clean work area

All Listed Equipment, material and labor..... Installed-\$32,400.00

Note:

Lennox Replace units with same specs Installed-\$32,686.00

Warranty for all equipment:

5- year parts/compressor, 1- year labor from start-up date

Thanks for allow us to look at your project
Jason Perritt 678-756-1377



146 Edge Road
Villa Rica, Georgia 30180
678-715-9299 or 770-439-6677
customer.care@kbshvac.net

Thanks again for your interest in KBS Heating and Cooling Inc. If you have any questions please call me directly.

Sincerely,
Jason Perritt
KBS Heating and Cooling, Inc.



May 12, 2020

City of Villa Rica Library
Villa Rica, GA 30180
dgriffin@villarica.org

Est. # SV19-857

RE: Two RTU replacement with Lennox Humiditrol Dehumidification option

Due to high humidity problem in building we recommend changing two of the RTU units to Lennox units that is set up with their HUMIDITROL option a dehumidifier system that has components that allows cooling to run with secondary reheat to dry the air out and not over cool the building. We would change out the 15-ton unit that feeds the main library area and the 7.5- ton unit that serves the kids library. Both areas will have a humidistat installed in the space and wired to the RTU.

SCOPE OF WORK:

- Lock out and tag power to units.
- Disconnect power, controls, gas supply and drains.
- Have crane service remove both units.
- Set both new units on original curb.
- Reconnect power, controls, gas supply and drains.
- Run control wiring to new dehumidistat mounted in space.
- Start units and check for correct operation.
- Fill out all factory start up paperwork.
- Crane service provided.
- Deliver removed equipment to storage in Villa Rica. (unloaded by VR)
- New unit's mod# KGB180S4 15 Ton ,KGB092S4 7.5 Ton

Investment to complete scope of work \$37,257.00

Clarifications and Exceptions:

- Warranty: 1yr parts and labor,5yr compressor
- No Drawings or permit included
- Model # of units being removed KGA180S4BS2Y ser# 5615M04426 15 Ton
- KGA090S4BH4Y ser# kids' library 7.5 Ton

Thank you for the opportunity,
Dwayne Camp
HVAC/R Project Manager
Direct 678-278-4210
24HR 404-799-3551
dcamp@actioncontractors.com

This quote is subject to and conditioned upon use of terms which are acceptable to Action Electric Co., Inc. Pricing is good for 30 days unless otherwise noted.



146 Edge Road
Villa Rica, Georgia 30180
678-715-9299 or 770-439-6677
customer.care@kbshvac.net

May 14, 2020

City of Villa Rica
571 W Bankhead Hwy
Villa Rica, GA 30180

KBS Heating and Cooling, Inc. is a full service heating, ventilation, and air conditioning company for both residential and commercial properties. The founder, Kenneth Borts, opened its doors in Douglasville, Georgia in November of 1998, and became incorporated in February of 1999. We moved and became a part of the City of Villa Rica community in 2014. With an annual gross income around \$1,500,000.00, the company has been servicing the metro Atlanta community for over twenty years. With projections higher this year, we are confident we can handle any size job.

Please refer to attached documentation to further explain our Maintenance Memberships and a few of our Indoor Air Quality products. Our Maintenance Memberships are designed to meet our customer's specific needs while saving them money in energy conservation and prolonging equipment life.

We measure our success by the values of our service and our long-term relationships with our customers. Please see attached list of our long standing clients and trade references.

We provide superior service and exceptional quality at a fair price. With a staff of fifteen people at this time we feel we can support your needs. We look forward to exceeding your expectations and developing a long-term relationship with the City of Villa Rica. Please feel free to contact us at any time at 678-715-9299.

Regards,

Kenneth Borts
Owner – KBS Heating and Cooling, Inc.



Professional References:

1. Happy Howard
Facilities Manager
City of Douglasville
6695 Church St.
Douglasville, GA 30134
(678) 414-0640
howardh@douglasvillega.gov
2. David Fiquette
Plant Manager
Dawn Food Products, Inc.
4400 Dawn Foods Pkwy
Douglasville, GA 30134
(678) 778-6362
david.fiquette@dawnfoods.com
3. Jeremy Manchester
Finishing Dynamics, Inc.
28 Andrews Pkwy.
Villa Rica, GA 30180
(678) 758-6886
4. Garfield Williams
HopeWorks
751 Rice St. NW
Atlanta, GA 30318
(404) 769-4674
gwilliams@hopeworks4us.org
5. Will Colley
Owner
Red Door Revivals
407 Atlanta St.
Marietta, GA 30060
(404) 319-8088
will.colley@polaracapital.com
6. Rick Lee
Mortensen Woodwork, Inc.
4920 Baker St.
Union City, GA 30291
(404) 569-8066
7. Patrick Davey
Owner
Davey Construction LLC
407 Atlanta St.
Marietta, GA 30060
(404) 822-4351
patrickdavey@me.com
8. Mike Farrar
Owner
Artisan Homes
7421 Douglas Blvd.
Douglasville, GA 30135
(678) 478-9447
kmchomes42@gmail.com



Trade References:

1. Keyra Carroll
Personal Banker
SunTrust Bank
435 West Bankhead Hwy.
Villa Rica, Ga 30180
(770) 462-6025
keyra.carroll@suntrust.com
2. John Morisseau
Territory Manager
Apex Supply PC549
2250 Sweetwater Ind. Blvd.
Lithia Springs, GA 30122
(404) 354-2528
john.morisseau@apexsupply.com
3. Taylor Leggett
President/Owner
Douglasville Winair Company
8960 GA-5
Bldg C
(770) 846-6508
ctleggett@winsupplyinc.com
4. Dustin Ketchum
Account Manager
Georgia Trane
4000 Dekalb Technology Parkway
Building 100
Atlanta, Georgia, USA 30340
(678) 216-2667
dustin.Ketchem@TraneTechnologies.com



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: City of Villa Rica Police Department

AGENDA DATE: May 14, 2020

DATE PREPARED: May 14, 2020

PREPARED BY: Nic Griffin

AMOUNT: \$19,337.00

GL ACCOUNT #: 321-3210-541300

FUNDING SOURCE: CSPLOST

BUDGETED ITEM? Yes

PURPOSE: To replace 3 existing gas furnaces and AC units with new Carrier 4-ton/70,000BTU complete systems.

BACKGROUND: There are five units that supply the Police Department with air conditioning. Three of them are older than 15 years and are still running with R-22 type refrigerant. If these units fail, the cost of repair is substantially more expensive than a 410a system. R-22 is no longer being imported and the cost per pound is rising steadily. One of the furnace systems is not connected to gas and is inoperable because the vent piping is not adequate. This installation will include the correction of this vent pipe and will bring the system up to code. Staff has reached out to a total of five vendors with requests for quotes. Only two of those vendors were interested. All vendors were asked to bid on the exact same equipment. KBS Heating and Cooling came in as the low bidder. They are \$10,346.00 less expensive than Action Electrical. The city budgeted \$30,000. The City will be under budget by \$10,663.00.

Company	Quote
KBS Heating and Cooling, Inc	\$19,337.00
Action Electrical & Mechanical Contractors	\$29,683.00

STAFF RECOMMENDATION: We currently use Action Electrical and Mechanical contractors for most of our HVAC service needs. While we are extremely satisfied with the service they have always provided, staff is recommending that the city hires KBS Heating and Cooling for this install. KBS is a local company, with their office being located at 146 Edge Road, Villa Rica, Ga 30180. They have been in business for 20 years, starting in Douglasville and moving to Villa Rica in 2014. They have an annual gross income of 1.5 million. They currently provide service to places such as The City of Douglasville, Dawn Foods, Finishing Dynamics and more. They have

provided a list of references that are attached. It is my opinion that a relationship with this local company would provide the City of Villa Rica a great service for our HVAC needs.

IMPACT: This will provide the Police Department with Complete HVAC systems that are running 410a. This will bring the furnace vent piping up to code. Replacing the older units will be cost effective due to the more energy efficient systems and lower cost to repair.

MOTION: I move to allow city staff to hire KBS Heating and Cooling for the purchase and installation of three Carrier HVAC systems, in the amount of \$19,337.00.



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Scissor Lift
AGENDA DATE: May 14, 2020

DATE PREPARED: May 14, 2020
PREPARED BY: Nic Griffin

AMOUNT: \$14,805.00
GL ACCOUNT #: 321-4900-542500
FUNDING SOURCE: CSPLOST
BUDGETED ITEM? Yes

PURPOSE: To provide the City of Villa Rica with a scissor lift that will be available to all departments.

BACKGROUND: Historically, city staff has always rented scissor lifts whenever a job required. Within one year, the city has spent \$4,531 on scissor lift rentals for multiple departments. There is a frequent demand for this type of lift at many facilities. Staff has obtained quotes from three different companies. These quotes are all for scissor lift with very similar specifications. Herc Rentals had the least expensive lift. It has a 26' raised platform height and 32" width. This is the most functional lift for our demands. It will fit through most of our doors at different facilities and reach almost all of the ceiling heights. We have budgeted \$40,000 for a scissor lift and trailer. We would like to purchase the trailer separate.

Company	Quote
Herc Rentals	\$14,805.00
Grainger	\$23,904.55
Industrialproducts.com	\$23,923.56

STAFF RECOMMENDATION: Staff recommends purchasing a JLG R2632 Scissor lift from Herc Rentals.

IMPACT: Considering the scissor lift rental trends of city staff, purchasing this lift will be a cost effective solution. This lift will also allow the staff to perform repairs, maintenance, and services to many city facilities.

MOTION: I move to authorize city staff to purchase a 26ft scissor lift from Herc Rentals in the amount of \$14,805.

SALES QUOTE

Herc Rentals Inc.



Office: 678-838-0481

Branch #: 9344

Fax:

Cell: 770-549-2950

Email: mark.gilland@hercrentals.com

Sales Rep: Mark Gilland

Date: 2/10/2020

Customer Information

Name: **City of Villa Rica**
Contact:
Address:
City, State:
Zip:
Phone:
Fax:

Job Site Information

Name:
Contact:
Address:
City, State:
Zip:
Phone:
Fax:

Qty	Description	Part Number	Unit Price	Unit of Measure	Extended Price
1	26' Scissor Lift	JLG R2632	14,805.00		14,805.00
			Sub Total		14,805.00
			Transportation Charges		
			Estimated Taxes		0.00
			Estimated Total		\$14,805.00

Sales Quote is valid through: 30 DAYS

Comments :

This price quote is for information purposes only and does not constitute an offer to rent or sell goods or equipment. All rentals or sales shall be subject to the terms and conditions of Herc Rentals Contract or Sales Invoice.

THANK YOU FOR CHOOSING HERC RENTALS

Product Categories / Material Handling / Ladders, Platforms and Scaffolding / Personnel Lifts, Scaffolding and Accessories / Personnel Lifts / Electric Scissor Lift, Yes Drive, DC Power Sour...

[Print](#)[Email](#)

GENIE

Electric Scissor Lift, Yes Drive, DC Power Source, 26 ft. Max. Work Height, 800 lb. Load Capacity

Item # 38R230 Mfr. Model # GS-2032 Catalog Page # 1032 UNSPSC # 24101617

**Your Price** ⓘ**\$23,904.55 / each**

This item requires special shipping, additional charges may apply.

☒ One Time Delivery☐ Auto Reorder

1

[Add to Cart](#)[+ Add to List](#)☒ Shipping☐ Pickup

⚠ Ships from supplier. Expected arrive on or before **Fri. Jun 26.**

Ship To **30180** ([Change](#))

☐ Add Extended Protection Plan for \$5,625.00 each. [Plan Details & Exclusions](#)



How can we [improve our Product Images?](#)

☐ Compare

Jump to: [Replacement Parts](#)

Shipping Weight 3574.0 lbs.

Country of Origin USA | *Country of Origin is subject to change.*

Note: Product availability is real-time updated and adjusted continuously. The product will be reserved for you when you complete your order. [More](#)

Product Details

[View More](#) ▾

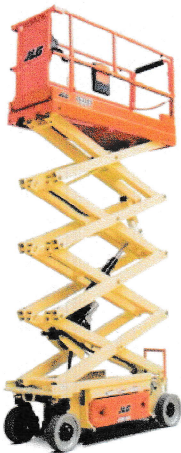
Technical Specs

[Chat with an Agent](#)

Item	Electric Scissor Lift	Platform Width	32"
Drive	Yes	Max. Platform Height	20 ft.
Power Source	DC	Handrail Height	43"
Load Capacity	800 lb.	Stowed Height	80"
Closed Height	6 ft. 8"	Casters	No
Max. Work Height	26 ft.	Drive Wheel	Yes
Platform Extension	36"	Max. Drive Height	20 ft.
Overall Length	96" 8'	Max. Speed Elevated	1/2 mph
Overall Width	32"	Max. Speed Lowered	2.2 mph

Shop categories

[Home](#) [Ladders / Lifts / Scaffolding](#) [Personnel Lifts](#) [Scissor Lifts](#) [JLG 2632ES 25' 6"H Quick Charge Electric Scissor Lift](#)



JLG 2632ES 25' 6"H QUICK CHARGE
ELECTRIC SCISSOR LIFT

Product Code: 2632ES-JLG

[Be the first to review this product](#)

Estimated to Ship: 06/11/20 - 06/18/20

[Calculate Shipping Rate](#)

Qty: 1

~~\$30,260.00~~
\$23,923.56

[Compare](#) [Add to List](#) [Add to Cart](#)

DESCRIPTION

Experience the benefits of reduced charging time and longer runtime with the ES Series JLG personnel lift. Available in five models with up to 1,000 lb capacity and full proportional controls that come standard for ease of operation. Enhance your productivity with less recharging and more uptime with JLG® electric scissor lifts. These machines are designed so you have fewer scheduled services, a quieter work area, less dependency on hydraulic oils and zero emissions. Also, the innovative operator controls and compact dimensions make this series extremely mobile.

SPECIFICATIONS

DOCUMENTS

TIERED PRICING

FAQ

Features:

- Quieter, cleaner operation for a variety of environments
- Electric drive and integrated components with only two hydraulic hoses and four hydraulic fittings on the entire machine will keep you on the job longer and reduce your operating costs by reducing chances for leaks and service calls
- Narrow width fits through most standard doorways and tight aisles
- Delivers 200% more battery life* (*Compared to a competitive model under similar test conditions. Actual results may vary.)

Specs:

- Batteries: 4 x 6V, 220 amp-hour
- Charger: 20 amp automatic
- Brakes: Electric, Friction
- Capacity - Hydraulic Reservoir: 1 gal. / 4.73 L
- Hydraulic Pump: Fixed Displacement Gear
- Machine Weight: 4635 lb / 2102.40 kg
- Drive Speed - Platform Elevated: 0.50 mph / 0.80 km/h
- Drive Speed - Platform Lowered: 2.75 mph / 4.43 km/h
- Drive System: 24V Electric
- Gradeability: 0.25
- Lift Time: 33 sec.
- Lower Time: 37 sec.
- Maximum Drive Height: 25 ft 6 in. / 7.77 m
- Platform Capacity - Extension: 250 lb / 113.40 kg
- Platform Capacity - Restricted: 800 lb / 362.87 kg
- Platform Capacity - Unrestricted: 500 lb / 226.80 kg
- Turning Radius - Inside: 0 in. / 0 mm
- Turning Radius - Outside: 6 ft 9 in. / 2.06 m
- Ground Clearance: 4 in. / 0.09 m
- Machine Height: 7 ft 8 in. / 2.33 m
- Machine Height - Rails Folded: 6 ft 5 in. / 1.94 m
- Machine Length: 7 ft 7 in. / 2.3 m
- Machine Width: 2 ft 8 in. / 0.81 m
- Platform Dimension A: 2 ft 6 in. / 0.76 m
- Platform Dimension B: 7 ft 7 in. / 2.3 m
- Platform Extension Length: 3 ft / 0.9 m
- Platform Height: 25 ft 6 in. / 7.77 m
- Platform Height - Lowered: 4 ft 1 in. / 1.23 m

R SERIES

R1932i/R1932/R2632/R3246/R4045 ELECTRIC SCISSOR LIFTS



Performance

Platform Height—Elevated (Indoor / Outdoor)

R1932i	19 ft / NA	5.8 m / NA
R1932	19 ft / 19 ft	5.8 m / 5.8 m
R2632	25 ft 6 in. / 19 ft	7.8 m / 5.8 m
R3246	32 ft / 32 ft	9.8 m / 9.8 m
R4045	39 ft 3 in. / 29 ft	12 m / 8.8 m

Platform Capacity (Indoor / Outdoor)

R1932i	507 lb / NA	230 kg / NA
R1932	507 lb / 507 lb	230 kg / 230 kg
R2632	507 lb / 275 lb	230 kg / 125 kg
R3246	705 lb / 507 lb	320 kg / 230 kg
R4045	770 lb / 550 lb	350 kg / 250 kg

Capacity on Platform Extension

R1932i / R1932 / R2632 / R3246	265 lb	120 kg
R4045	250 lb	113 kg

Number of Occupants (Indoor / Outdoor)

R1932i	1 / 0
R1932 / R2632 / R3246	2 / 1
R4045	3 / 1

Lift/Lower Time

R1932i / R1932	22/24 seconds
R2632	32/24 seconds
R3246	46/33 seconds
R4045	70/35 seconds

Maximum Drive Height (Indoor)

Maximum Drive Height (Outdoor)

R1932i	N/A	
R1932	Fully Elevated	
R2632	19 ft	5.8 m
R3246	Fully Elevated	
R4045	29 ft	8.8 m

Weight*

R1932i	2,675 lb	1,213 kg
R1932	3,353 lb	1,521 kg
R2632	4,310 lb	1,955 kg
R3246	5,410 lb	2,454 kg
R4045	7,000 lb	3,175 kg

Ground Bearing Pressure

R1932i	103 psi	7.2 kg/cm ²
R1932	114 psi	8.0 kg/cm ²
R2632	92 psi	6.2 kg/cm ²
R3246	131 psi	9.2 kg/cm ²
R4045	135 psi	9.5 kg/cm ²

Drive Speed—Elevated

Drive Speed—Lowered

R1932i/R1932	2.1 mph	3.4 km/h
R2632	2.2 mph	3.5 km/h
R3246	2.5 mph	4.0 km/h
R4045	2.1 mph	3.4 km/h

Gradeability

	25%
Tilt Rating - Side To Side (Indoor / Outdoor)	
R1932i	2.75 degrees / NA
R1932	1.75 degrees / 1.50 degrees
R2632	1.50 degrees / 1.50 degrees
R3246	2.50 degrees / 1.50 degrees
R4045	1.50 degrees / 1.50 degrees

Tilt Rating - Fore and Aft

R1932i	2.75 degrees
R1932	3.75 degrees
R2632 / R3246 / R4045	3.50 degrees

Turning Radius (Inside)

Turning Radius (Outside)

R1932i/R1932	66 in.	1.7 m
R2632	88 in.	2.2 m
R3246	93 in.	2.4 m
R4045	100 in.	2.5 m

* Certain options or country standards will increase weight.



Standard Specifications

Power Source

Batteries	
R1932i/R1932/R2632/R3246	4 x 6V 220 amp-hr
R4045	4 x 12V 150 amp-hr
Charger	27 amp
Drive	
R1932i/R1932	25V DC
R2632/R3246/R4045	Hydraulic Front-Wheel

Hydraulic Reservoir

Capacity (at Full mark)		
R1932i/R1932	4.5 gal.	17 L
R2632	4.8 gal.	18 L
R3246	4 gal.	15 L
R4045	79 gal.	30 L
Pump	Fixed Displacement Gear	

Tires

Tire Size/Type (Non-Marking)		
R1932i/R1932	12.7 x 1.4 in.	323 x 35 mm
R2632/R3246/R4045	16 x 5 in.	406 x 127 mm

Brakes

- Multi-Disc Friction

Standard Features

- Proportional Controls - Battery Condition Indicator - AC Receptacle in Platform - All Motion Alarm 27 amp Multi-Function Universal Charger - Horn - Hourmeter - Tilt Alarm and Light - Lanyard Attach Points - Movable, Removable Platform Control	- Nickel Plated Pins - Lubrication Free Scissor Arm Bushings - Scissor Maintenance Prop - Active Pothole Protection System - Lifting and Tie Down Points - Fork Lift Pockets - Foot-Actuated Deck Extension - Variable Tilt Visual Zone Indicator	- Manual Descent Cable - Diamond Tread Steel Deck - Greaseless Kingpin Joints - Analyzer Port for Diagnostics - Dynamic Braking - Removable Ladder - Steel Swing-Out Doors - Load Sensing System - Self Closing Gate - Batteries (6V, 220AH)¹ - Batteries (12V, 150AH)²
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Accessories & Options

- Coiled Platform Control Box Cable - Drive Motor Covers - Flashing Amber Beacon - MDI (Ground)	- Anti-Vandalism PKG - Eagle Performance Charger 900W Inverter - Ambient Noise Alarm	- Batteries (6V, 250AH)¹ - Batteries (12V, 185AH)² - Can-Enabled Delta Q Charger - JLG® Mobile Control
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1. R1932(i)/R2632/R3246 2. R4045

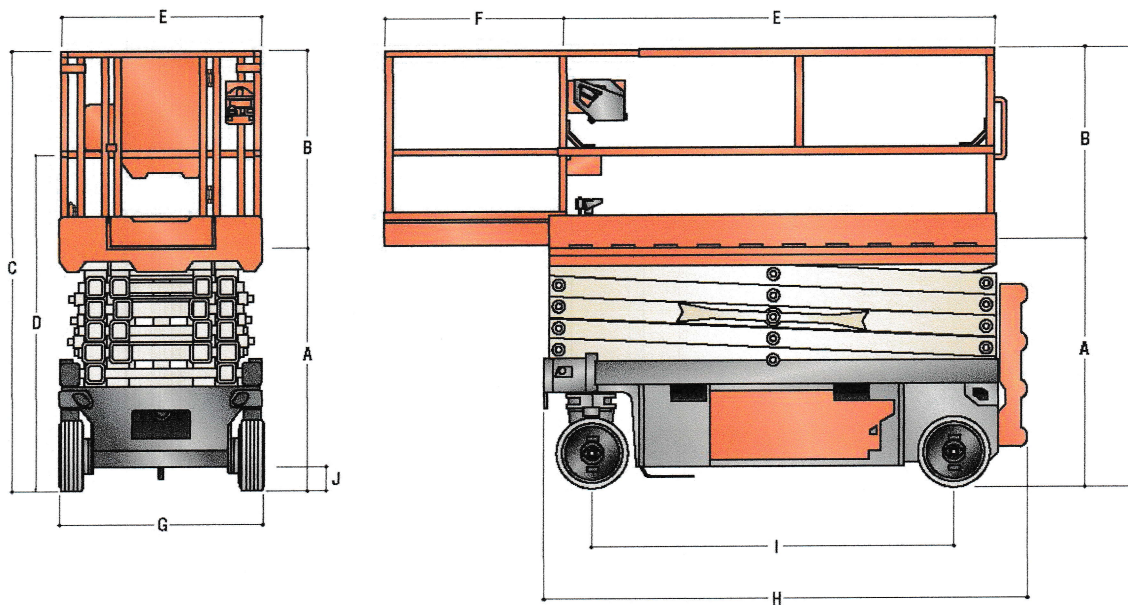
R SERIES

R1932i/R1932/R2632/R3246/R4045 ELECTRIC SCISSOR LIFTS



Dimensions

All dimensions are approximate.



A. Platform Height - Lowered

R1932i / R1932	38.6 in.	1.0 m
R2632	43.6 in.	1.1 m
R3246	50.9 in.	1.3 m
R4045	55.0 in.	1.4 m

B. Platform Railing Height

R1932i / R1932 / R2632 / R3246	43.7 in.	1.1 m
R4045	44.0 in.	1.1 m

C. Overall Height

R1932i / R1932	82.8 in.	2.1 m
R2632	88.2 in.	2.2 m
R3246	96.3 in.	2.5 m
R4045	100.0 in.	2.5 m

D. Overall Height (Rails Lowered)

R1932i / R1932	64.3 in.	1.63 m
R2632	70.3 in.	1.8 m
R3246	77.6 in.	2.0 m
R4045	75.0 in.	1.9 m

E. Platform Size

R1932i / R1932	62.7 in x 25.4 in.	1.59 m x .64 m
R2632	25.4 in. x 84.0 in.	0.7 m x 2.1 m
R3246	41.6 in. x 84.0 in.	1.1 m x 2.1 m
R4045	41.0 in. x 96.0 in.	1.1 m x 2.4 m

F. Platform Extension

R1932i / R1932	36.0 in.	91.0 cm
R2632	34.0 in.	86.5 cm
R3246 / R4045	36.0 in.	91.0 cm

G. Overall Width

R1932i / R1932	32.0 in.	81.0 cm
R2632	32.0 in.	81.0 cm
R3246	46.0 in.	1170 cm
R4045	45.0 in.	114.3 cm

H. Overall Length

R1932i / R1932	68.7 in.	1.7 m
R2632 / R3246	94.3 in.	2.4 m
R4045	106.0 in.	2.7 m

I. Wheelbase

R1932i / R1932	53.0 in.	1.3 m
R2632 / R3246	74.0 in.	1.9 m
R4045	80.0 in.	2.0 m

J. Ground Clearance (Pothole Protection Not Deployed)

R1932i / R1932	2.8 in.	70 cm
R2632 / R3246	3.9 in.	9.8 cm
R4045	5.0 in.	12.7 cm

The JLG "1 & 5" Warranty

We provide coverage for one (1) full year, and cover all specified major structural components for five (5) years. Due to continuous product improvements, we reserve the right to make specification and/or equipment changes without prior notification. This machine meets or exceeds applicable ANSI and CSA requirements based on machine configuration as originally manufactured for intended applications. Please reference the serial number plate on the machine for additional information.

Part No.: 3131505
R1219_A92.20
Printed in USA



JLG Industries, Inc.

1 JLG Drive
McConnellsburg, PA 17233-9533
Telephone 717-485-5161
Toll-free in US 877-JLG-LIFT
Fax 717-485-6417
www.jlg.com

An Oshkosh Corporation Company



Agenda Item:_____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Emergency replacement for the #3 High Service pump drive

AGENDA DATE: May 26,2020

DATE PREPARED: May 14, 2020

PREPARED BY: Pete Zorbanos

AMOUNT: \$11,770.65

GL ACCOUNT #: 505-4420-522220

FUNDING SOURCE: Water/Sewer Fund

BUDGETED ITEM? Yes

PURPOSE: To replace the failed drive to the #3 high service pump.

BACKGROUND: The drive unit to the #3 high service pump failed while in service.

STAFF RECOMMENDATION Staff recommends approval for the replacement and installation of the #3 high service pump drive to PRB Electronics, Inc.in an amount not to exceed \$11,770.65.

IMPACT. The # 3 high service pump is the largest pump in the water plant, and is critical in operations to supply water demand.

MOTION: I make a motion to approve the replacement and installation of the # 3 high service pump drive to PRB Electronics, Inc. in an amount not to exceed \$11,770.65.

PRB ELECTRONICS, INC.
INDUSTRIAL ELECTRONIC ENGINEERING
 2108 FAIRBURN ROAD SUITE E
 DOUGLASVILLE, GA 30135

Phone #	Fax #
770.949.9426	770.577.1164

QUOTE DATE	QUOTE NUMBER	APPROVAL DATE
5/14/2020	Q11256	13 MAY 2020

QUOTED BY	JOB #	SERVICE DATE
PERRY	R11256	5/13/2020

BILL TO
CITY OF VILLA RICA ACCOUNTS PAYABLE 571 WEST BANKHEAD HWY VILLA RICA, GA 30180

SHIP TO
FRESH WATER PLANT 204 NORTH VANWERT ROAD VILLA RICA, GA 30180 ATTN: ERIN LEWIS

CUSTOMER PO #	CUSTOMER JOB #	SALES REP	TERMS	SHIP VIA	JOB TYPE
PZORBANOS51320		BD	Net 30	ONSITE	F/S

QTY	ITEM	PART # / DESCRIPTION	UNIT	Total
1	PREP TIME	PREPARATION TIME FOR SERVICE CALL, TWO MEN - 13 MAY 2020	125.00	125.00
1	STRAIGHT TIME	TRAVEL TO JOB SITE, TWO MEN - 13 MAY 2020	125.00	125.00
8	OVERTIME	FIELD SERVICE LABOR, EMERGENCY INSTALLATION HSP3, TWO MEN - 13 MAY 2020	187.50	1,500.00
1	OVERTIME	TRAVEL FROM JOB SITE - 13 MAY 2020	187.50	187.50
70	MILEAGE	MILEAGE TO/FROM JOB SITE, TWO VEHICLES - 13 MAY 2020	0.60	42.00
1	PREP TIME	PREPARATION TIME FOR SERVICE CALL, TWO MEN - 14 MAY 2020	125.00	125.00
1	STRAIGHT TIME	TRAVEL TO JOB SITE, TWO MEN - 14 MAY 2020	125.00	125.00
8	ENGINEERING	ENGINEERING, FIELD SERVICE FOR PLC PROGRAMMING OVER TWO DAYS - 13 MAY - 14 MAY 2020	125.00	1,000.00
1	STARTUP SERVICE	FACTORY ASP STARTUP SERVICE - (EMERGENCY INSTALLATION HSP3)	375.00	375.00
1	STRAIGHT TIME	TRAVEL FROM JOB SITE - 14 MAY 2020	125.00	125.00
70	MILEAGE	MILEAGE TO/FROM JOB SITE, TWO VEHICLES - 14 MAY 2020	0.60	42.00
1	CIMR-PU4A0165FAA	YASKAWA P1000, 480V, 3 PH, 125HP, 165AAC, NEMA 1	7,335.90	7,335.90

NOTE: "DOMESTIC & INTERNATIONAL TRAVEL MAY BE AFFECTED BY THE CORONAVIRUS SITUATION"

Total

Signature

PRB ELECTRONICS, INC.
INDUSTRIAL ELECTRONIC ENGINEERING
 2108 FAIRBURN ROAD SUITE E
 DOUGLASVILLE, GA 30135

Phone #	Fax #
770.949.9426	770.577.1164

QUOTE DATE	QUOTE NUMBER	APPROVAL DATE
5/14/2020	Q11256	13 MAY 2020
QUOTED BY	JOB #	SERVICE DATE
PERRY	R11256	5/13/2020

BILL TO		
CITY OF VILLA RICA ACCOUNTS PAYABLE 571 WEST BANKHEAD HWY VILLA RICA, GA 30180		
CUSTOMER PO #	CUSTOMER JOB #	SALES REP
PZORBANOS51320		BD

SHIP TO		
FRESH WATER PLANT 204 NORTH VANWERT ROAD VILLA RICA, GA 30180 ATTN: ERIN LEWIS		
TERMS	SHIP VIA	JOB TYPE
Net 30	ONSITE	F/S

QTY	ITEM	PART # / DESCRIPTION	UNIT	Total
1	SI-EN3	OPTION, KIT, ETHERNET / IP, APQZ1000 COMMUNICATION CARD	256.25	256.25
1	UUX000527	OPTION, KIT, DIGITAL REMOTE OPERATOR, NEMA TYPE 3R/4X	132.00	132.00
1	KIT, DRIVE RETROFIT	MISC. COMPONENTS FOR DRIVE RETROFIT (EMERGENCY INSTALLATION HSP3)	275.00	275.00

**NOTE: "DOMESTIC & INTERNATIONAL TRAVEL MAY BE AFFECTED BY THE
 CORONAVIRUS SITUATION"**

1. This quote does not include any applicable shipping & taxes.
2. This quote is valid for 30 days from date of issuance.
3. If authorized, this quote will be entered in accordance with the prices, terms, delivery method, and specifications listed above.
4. Please notify us immediately if specifications or delivery method are to be modified. However, we cannot guarantee any changes after authorization.
5. Send all correspondence to:
 JUDY SMITH EMAIL ~ judy@prbelectronics.com

Total \$11,770.65

Signature _____



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Request for engineering services by Keck & Wood Engineering for upgrades to the Conners Road Booster Pump Station.

AGENDA DATE: May 26, 2020

DATE PREPARED: May 14, 2020

PREPARED BY: Pete Zorbanos

AMOUNT: \$16,600.00

GL ACCOUNT #: 505-4115-541400

FUNDING SOURCE: Water/Sewer Fund

BUDGETED ITEM? Yes

PURPOSE: To provide the engineering design, and preparation of construction drawings including specifications for the booster pump station upgrades.

BACKGROUND: The Conners Road booster pump station has remained idle for many years. When the booster pump station was originally designed, the water system demand had increased due to rapid growth in the area. The existing pumps were designed to boost water into the system during high demand times only. The pumps were not intended to have the capacity to fill Mirror Lake tank. Today, it is necessary for the booster pump station to have the ability not only to boost water into the system as demand dictates, but also have the capability to fill Mirror Lake tank.

STAFF RECOMMENDATION Staff recommends approval to engage Keck & Wood Engineering for engineering services for upgrades to the Conners Road booster pump station in the lump sum amount of \$16,600.00.

IMPACT. The upgrades to the booster pump station will enable water to be pumped into the Mirror Lake tank filling it during off peak times while meeting system demand.

MOTION: I make a motion to engage Keck & Wood Engineering for engineering services for upgrades to the Conners Road booster pump station in the lump sum amount of \$16,600.00.

May 14, 2020

Mr. Tom Barber
Villa Rica City Manager
571 W. Bankhead Highway
Villa Rica, Ga. 30180

Re: Connors Road Booster Pump Station Upgrades
Villa Rica, Georgia
Our Reference No. 190901.00

Dear Mr. Barber:

As requested, Keck & Wood (K+W) is pleased to submit this proposal for engineering services related to upgrades at the Connors Road Booster Pump Station (BPS) to serve the adjacent areas including the Mirror Lake residential development and add the ability to recharge the existing Mirror Lake elevated tank, in Villa Rica, Georgia.

K+W is being asked to provide the engineering design, preparation of construction drawings including specifications, for the booster pump station upgrades. The pump station is currently owned and operated by the City of Villa Rica and design upgrades and construction must comply with City of Villa Rica water standards. The booster pump station upgrades will include the evaluation of existing pumping equipment and associated starters and related electrical components. Equipment upgrading requirements will be determined during preliminary engineering, based on the City's input. At this time, we believe the City's goal is to meet the localized demand of approximately 750 gallons per minute (GPM) while ensuring that upgrades to the BPS are sized to provide sufficient pressure to fill the existing Mirror Lake elevated tank while serving the Mirror Lake residential development and surrounding areas.

K+W encourages including a Preliminary Engineering Phase in order to gather pertinent information regarding the booster pump station, the elevated tank and the existing water mains within the service area. During the Preliminary phase we will contact the BPS and tank manufacturers in order to determine existing booster pump station equipment, including the operations manual, pump curves, and manufacturer's record drawings for the BPS and the tank. These drawings will serve as the basis of design for the tank and BPS.

We will provide the City with a preliminary drawing showing the location of the existing BPS, tank and water mains along the Connors Road corridor, which will include the most current publically available GIS contour data. This drawing will include pipe diameters and materials along with valves and fire hydrants. The City will review this information and provide mark-up were necessary which we will incorporate into the drawing.

Once this information has been obtained and confirmed we will evaluate the existing system, comprising of the BPS, tank and water mains, and evaluate what upgrades can be made to the BPS pumping and electrical components balanced against the City's objectives, while utilizing as much of the existing BPS equipment as

practical. We will complete the Preliminary Phase by developing a system curve based on the targeted volume and include three pump curves based on upgrade alternatives to the pump equipment.

This information will be carried forward into the Design Phase within this work assignment. During this phase we will coordinate with the City on final equipment selection for the improvements. This will include soliciting the input of operations personnel related to preferred equipment providers and manufactures. This will lead to the development of the design drawings for the project. We anticipate providing a three sheet plans set which will include mechanical and electrical upgrades within the BPS building. We do not envision any construction activities elsewhere along the corridor, nor do we envision any excavation requiring a land disturbance permit or erosions and sediment control drawings.

Along with the plan set, we will also provide a complete project manual, these together will make a Contract Set of Bid ready documents. These will be provided to the City for acceptance prior to issuing for Bids.

The last component, within this phase, will be an Engineer's estimate of probable cost of construction for the upgrades.

The Bidding Phase will be the final facet of work. During this phase the Contract Set of Bid ready documents will be released through the bid Advertisement which will be provided to the City. Keck and Wood will handle distributing these documents upon Contractor's request. We will address Contractor's questions and issue any required addenda after coordinating with the City. We will be present during Bid Opening, taking a lead role is requested. A Certified Bid Tabulation, Recommendation of Award and Notice of Award will culminate our efforts, along with the distribution of Contract Documents to the Contractor.

As compensation for the above services, we propose a lump sum fee for the various portions of the above described services. The cost breakdown of the lump sum fee is presented below:

<u>Description</u>	<u>Lump Sum Fee</u>
Preliminary Engineering (Task 1 above)	\$6,400
Design and construction drawings and specifications (Task 2 above)	\$4,600
Bidding Phase (Tasks 3 above)	\$5,600
Total Lump Sum Fee	\$16,600

Hourly billing rates for additional services such as site visits will be \$185 per hour. Payment of a properly prepared invoice shall be made within thirty (30) calendar days of receipt. We intend to complete the drawings and specifications (Task 1 above) within 45 calendar days of receiving authorization to proceed, dependent upon existing equipment providers' collaborative efforts. Task 2 will be complete 30 calendar days after Task No.1. Task 3 will require City input and potentially Board approval, although we do not anticipate this taking 30 days.

We will keep you informed of our progress as needed. Our services will be performed in accordance with the attached Terms and Conditions. This proposal will remain valid for 30 calendar days from the date hereon.

We hope this information is acceptable to you. Please let us know if you would like any revisions or clarifications of the above information. We are available to begin the work upon your authorization. We greatly appreciate the opportunity to be of assistance to you on this project and look forward to your favorable reply. If there are any questions, please let us know.

Sincerely,

KECK & WOOD, INC.

A handwritten signature in blue ink that reads "Michael J. Moffitt". The signature is written in a cursive, flowing style.

Michael J. Moffitt, P.E.
Chairman



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Items for Auction from Police Evidence Room

AGENDA DATE: May 26, 2020
PREPARED BY: Captain Shaddix

DATE PREPARED: 05-21-20

AMOUNT: N/A
FUNDING SOURCE:

GL ACCOUNT #:
BUDGETED ITEM?

PURPOSE: Approval to sell unclaimed items from the evidence room.

BACKGROUND: A list of items is attached which have been removed from the evidence room per a court order and declared as abandoned property. The items are no longer needed as evidence and the owners could not be located or have declined to retrieve the property.

STAFF RECOMMENDATION: Sell the items using GovDeals, an on-line auction service.

IMPACT: Approval will allow us to regain space in the evidence room.

MOTION: I make a motion to authorize the Police Chief to sell the items on the attached list using GovDeals.com.

ITEMS FOR AUCTION FROM EVIDENCE DISPOSAL

TOOLS/ETC:

- 1 – 7 ½" Circular Saw
- 1 – Small Portable Air Compressor
- 1 – Extension Cord with Shop Light
- 1 – DeWalt Electric Impact Gun
- 1 – Impact Gun, Air Powered
- 1 – Craftsman ¼" Impact with w/ 19.2v Lithium-Ion Battery (**NO CHARGER**)
- 1 – Skil Jigsaw
- 1 – Hammer
- 1 – Drive Wrench
- 2 – Phillips Screwdriver
- 1 – Flathead Screwdriver
- 1 – Nut-Driving Screwdriver
- 1 – 36" Bolt Cutters
- 1 – Spool of Insulated Copper Wire
- 1 – Troy-Bilt Gas Weed Trimmer
- 1 – Homelite Electric Hedge Trimmer
- 1 – pair small diagonal cutter pliers
- 1 – pair small vice grip pliers
- 1 – pair Red Handle 32" Professional Limb Loppers
- 1 – Canvas Tool Bag
- 3 – Lag Bolts
- 7 – Assorted Size Sockets
- 1 – Set Assorted Drill Bits
- 1 – Craftsman Socket Wrench Driver
- 2 – Pair Pliers
- 1 – Hyper Tough® 3-piece Metal Cutting Wheels

KNIVES/ETC:

- 1 - Stainless steel hunting knife with nylon case and leather strap
- 1 - Buck® Pocket Knife
- 1 - Gerber® Pocket Knife
- 1 – Corkscrew/Pocket Knife Combination
- 1 – Sheffield® Pocket Knife
- 2 – Stainless Steel Pocket Knives
- 3 - Kershaw® Pocket Knives
- 2 – Ozark Trail Camping Knife
- 1 - Stanley® Folding Razor Knife
- 1 – Yellow Pocket Knife
- 1 – Gold Pocket Knife
- 1 – Gray Pocket Knife
- 1 – Red/Black Pocket Knife
- 1- Pocket Knife w/wood inset
- 1 – Machete

SPORTING GOODS:

- 1 - Abu Garcia fishing reel
- 1 - Set of Franklin Horseshoes with Carrying Case
- 1 – Nike Red Duffle Bag w/Atlanta Falcons Imprint
- 1 – Pocket LED Flashlight

ITEMS FOR AUCTION FROM EVIDENCE DISPOSAL

PURSES/WALLETS:

- 1 - Burgundy Liz Claiborne clutch purse
- 1 – Michael Kors Clutch Wallet

JEWELRY:

- 2 - Gold colored hinged bracelets
- 1 - Copper colored hinged bracelet
- 1 – Primavera 24K over Sterling 24” chain
- 1 – Pair Sterling Silver Hoop Earrings
- 1 – Primavera 24K over Sterling 24” Braided Chain
- 1 – ADIO Analog Wristwatch
- 1 – Sterling Silver 30” Rope Chain with Heart Pendant
- 6 - Gold colored costume rings
- 5 - Silver colored costume rings
- 3 - Pair large hoop earrings with decorative bangles
- 1 - Package red/silver colored bangle bracelets

SHOES:

- 1 – Pair Men Nike Air Jordan Shoes 11M, gray/white
- 1 – Pair Unisex Converse Brocade Shoes 12 men/14 women, plum
- 1 – Pair Men’s Adidas Superstar Shoes 12M, black/white
- 1 - Pair Men’s Air Max Nike Shoes size 10M, white
- 1 – Pair Unisex Converse Chuck Taylor Allstars 10 men/12 women, black
- 1 – Pair Men’s Lo-Fi Shoes 11M, black
- 1 – Pair Men’s AirForce 1 Hi-Tops 9.5M, white
- 1 – Pair of Men’s FUBU Suede Shoes 9M, black

CLOTHING:

- 1 – Pair Men’s Fallen Distressed Jeans, 34x32
- 1 - Pair Men’s Wrangler jeans size 30x30
- 1 – Pair Men’s Levi’s Blue Jeans size 32x32
- 1 – Men’s Brown Leather Jacket size XL
- 1 – Men’s Zip-Up Red Hoodie w/Georgia applique size XL
- 1 - Pair women’s socks
- 1 – 6 pack Hanes Men’s White Crew Socks size 6-12
- 1 – 6 pack Finish Line Men’s White Socks
- 1 – Men’s US Polo Black Coat w/Black Faux Fur collar size Large
- 1 – Skull Belt Buckle
- 1 – Men’s Pierre Cardin Reversible Black Belt size 32
- 1 – Red/Black Reebok Beanie w/Atlanta Falcons embroidery
- 1 – White Beanie with NY embroidery
- 1 – Black Air Jordan Flight T-shirt size Large
- 1 – Gray Air Jordan Flight T-shirt size Large
- 1 - Gray Atlanta Braves Beanie
- 1 – Black Steelers Beanie

HOME GOODS:

- 2 – True Living Curtains 40x84, white
- 2 - Glade 4 oz scented candles

ITEMS FOR AUCTION FROM EVIDENCE DISPOSAL

BICYCLES:

- 1 - Blue Mt. Fury Roadmaster Bicycle
- 1 – Red Next Bicycle
- 1 – Black and Green Bicycle
- 1 – White Bianchi Bicycle

MISCELLANEOUS:

- 1 – 2008 42 Inch LG Flat Screen TV w/ powercord (**NO REMOTE**)
- 1 – Epiphone Guitar in Case
- 1 - 3.4 oz bottle Abercrombie & Fitch Fierce cologne
- 1 – 4.0 oz bottle Obsession for Men
- 1 – 3.4 oz bottle Drakkar for Men
- 1 – Red Stethoscope
- 1 – Olympus Mini-Recorder
- 1 – Small Honeywell Lockbox, no key
- 1 – US Liberty Coin
- 1 – Mexico El Cazador Coin
- 1 – Pack of 20 Silverplate Medallions

DVDs:

- Master and Commander
- Bruce Almighty
- Tomb Raider
- Dare Devil
- Godzilla
- The Day After Tomorrow
- Doom
- Alice in Wonderland

VIDEO GAMES:

- Sims 3 – Xbox 360
- Madden 10 – PlayStation 2



SELF-FUNDED INSURANCE		TOTAL SAVINGS		\$ 789,859
Contributions		Expenses		Savings
Employer + Employee		Admin + Claims Paid		Difference
Oct-Dec '19	396,244	Oct-Dec '19	254,292	141,952
Jan-Mar '20	417,593	Jan-Mar '20	385,086	32,507
Apr '20	130,769	Apr '20	109,436	21,333
				-
TOTALS	\$ 944,606		\$ 748,814	\$ 195,792

GROWTH	Apr 2019		Apr 2020	
	#	Amount	#	Amount
Residential				
Building Permits	134	\$ 292,465	148	\$ 307,255
Water Taps	147	\$ 220,500	137	\$ 205,500
Sewer Taps	136	\$ 508,000	138	\$ 552,000

OTHER HIGHLIGHTS		
	Apr 2019	Apr 2020
Carroll Co Sales Tax	\$ 128,415	\$ 122,691
Douglas Co Sales Tax	\$ 117,545	\$ 106,007

BUSINESS ACTIVITY		
	Apr 2019	Apr 2020
WATER/SEWER		
Water Revenue	\$ 1,776,646	\$ 1,807,691
Sewer Revenue	2,166,085	2,376,835
Misc. Revenue	841,673	861,416
Total Revenue	<u>\$ 4,784,404</u>	<u>\$ 5,045,942</u>
Utility Administrator	\$ 377,362	\$ 275,203
Water Expenses	681,771	791,256
Sewer Expenses	918,422	935,767
Dist./Coll. Expenses	699,524	646,542
Debt Expense	426,847	544,622
Depreciation	910,583	910,583
Total Expenses	<u>\$ 4,014,510</u>	<u>\$ 4,103,974</u>
Net Income (Loss)	<u>\$ 769,895</u>	<u>\$ 941,968</u>

SANITATION/ SOLID WASTE	Apr 2019	Apr 2020
Sanitation Revenue	\$ 463,106	\$ 519,508
Solid Waste Revenue	238,671	237,089
Misc. Revenue	-	-
Total Revenue	<u>\$ 701,777</u>	<u>\$ 756,597</u>
Sanitation Expenses	\$ 445,069	\$ 490,301
Solid Waste Expenses	200,570	201,970
Depreciation	37,750	26,250
Total Expenses	<u>\$ 683,389</u>	<u>\$ 718,521</u>
Net Income (Loss)	<u>\$ 18,387</u>	<u>\$ 38,076</u>



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Cutoffs for Non-Payment
AGENDA DATE: 05-26-2020

DATE PREPARED: 05-15-2020
PREPARED BY: Sarah Andrews

AMOUNT: n/a
GL ACCOUNT #: n/a
FUNDING SOURCE: n/a
BUDGETED ITEM? n/a

PURPOSE: To discuss cutoffs for non-payment.

BACKGROUND: Cutoffs for non-payment have been suspended during the COVID-19 pandemic. The last time we cutoff was during the week of March 9, 2020.

As of May 15th, the following cutoffs would be necessary:

- 992 customers have a past due balance (total of \$114,013).
- 329 customers have not paid since April 1st (total of \$57,347).

STAFF RECOMMENDATION: To begin cutoff for non-payment on June 8, 2020. We will work with customers who need payment arrangements. We will require they pay at least the current month's bill plus 10% of the past due balance.



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Amendment to Professional Services Agreement with Brennan Jones

AGENDA DATE: May 26, 2020

DATE PREPARED: May 15, 2020

PREPARED BY: Tom Barber

AMOUNT: \$33,820

GL ACCOUNT #: 505-4115-541400

FUNDING SOURCE: Water & Sewer Fund

BUDGETED ITEM? Yes

PURPOSE: To amend the agreement with Brennan Jones to coordinate survey control and topographic survey services on Van Wert Road.

BACKGROUND: The City engaged Brennan Jones in 2017 to provide engineering services. He has evaluated all of our lift stations, examined over 100 manhole structures, moved much of our GIS data to an on-line platform and assisted several developers with their sewer system design. The Avemore project on Highway 61 is going to require a new regional sewer lift station, the associated force main along S. Van Wert Road and many miles of gravity line along N. Van Wert Road to the West Plant. To design these new lines we need to survey the route at key intersection points like Hickory Level Road, I-20, Highway 78, and creek crossings.

STAFF RECOMMENDATION: Staff recommends we have Brennan utilize Falcon Design Consultants of Stockbridge to perform the survey by amending our agreement with work order 17003.09.

IMPACT: This survey will enable Brennan to design the route for the sewer line and to estimate the cost of construction.

MOTION: I move that we authorize the City Manager to amend the professional services agreement with Brennan Jones Engineering Associates for survey work along Van Wert Road for an amount not to exceed \$33,820.00.

**AGREEMENT FOR ENGINEERING SERVICES BETWEEN
CITY OF VILLA RICA, GEORGIA AND
BRENNAN JONES ENGINEERING ASSOCIATES, LLC
FOR
SURVEYCONTROL AND LIMITED TOPOGRAPHIC SURVEYING
FOR VAN WERT ROAD SANITARY SEWER FACILITIES
May 14, 2020**

WORK ORDER NO. 17003.09

This Work Order has been prepared in accordance with the Agreement for Engineering Services between Brennan Jones Engineering Associates, LLC and City of Villa Rica, Georgia, dated September 15, 2017.

Introduction and Background

Wastewater collection and conveyance system improvements are needed to provide sewer service for the Avemore mixed-use development, which is located west of SR 61 south of Hickory Level Road in the Bay Springs gravity sewer drainage basin. In addition, these sewer facilities will relieve wastewater flows from other areas that are currently conveyed across I-20 near Wal-Mart. BJEa in conjunction with the City of Villa Rica has developed a sewer master plan for the subject area in which wastewater flow from the Avemore development, Bay Springs Pump Station, Club Bay Pump Station, and Ithaca School Pump Station will be conveyed through a regional pump station at the Avemore development to the West Water Reclamation Facility (WRF). The first phase of the project will be to construct the regional pump station and pipelines from the regional pump station to the West WRF. This Work Order does not include conveyance facilities to redirect flows from Bay Springs Pump Station, Club Bay Pump Station, and Ithaca School Pump Station. A future Work Order will be developed for that portion of the project.

Activities and descriptions of services associated with each task are outlined below. At this point in time a budget for surveying has been established. Budgets for permitting, geotechnical investigation, subsurface utility locating, design and construction related services will be developed after surveying has been completed.

Scope of Services

BJEA will perform the following tasks for this project:

Task 1 – Survey Control Points and Limited Topographic Surveying. BJEa's subconsultant, Falcon Design Consultants, LLC, will conduct surveying activities under BJEa supervision. Horizontal and Vertical Control points will be established at 7 locations along the pipeline route and limited topographic surveying for design will be conducted at 7 locations. For design, BJEa will combine field surveyed topographic data with LIDAR topographic data from Carroll County GIS. The deliverable for this task will include topographic survey data and LIDAR contours in AutoCAD Civil 3D format. This data will be used to develop the documents for permitting and for design of facilities.

Task 2 – Permitting (Environmental and Transportation). BJEa will prepare environmental and transportation related permits required for pipeline and facility construction. Permits include but are not limited to the following: USACE Wetlands, Erosion & Sedimentation Control and Stream Crossing Buffer Encroachments, GDOT GUPS permits for Interstate 20 Crossing and for Hwy 78 Crossing, and Norfolk Southern Railroad Crossing, etc.

Task 3 – Geotechnical Investigation. BJEa's subconsultant Contour Engineering, LLC, will conduct a geotechnical investigation along the pipeline route and at pump station site. Investigations will also be conducted at the I-20 Crossing, Hwy 78 Crossing, and Norfolk Southern Railroad Crossing locations. The geotechnical investigation will identify locations where rock is present, and it will be used for foundation design for structures.

Task 4 – Subsurface Utility Locating Services. If determined necessary, BJEa will engage a subconsultant to perform subsurface utility locating services along the pipeline route where deemed necessary. Utility location services will include physically locating and exposing utility lines to determine the horizontal and vertical position of utility lines in proximity to the proposed new pipeline facilities. This work will include any

Work Order 17003.09
Survey Control and Limited Topographic Surveying
For Van Wert Road Sewer Facilities
City of Villa Rica, Georgia
May 14, 2020

necessary surveying to record utility information including but not limited to utility owner, type of utility line, size and material of utility lines, horizontal and vertical position of the utility lines. This information will be included in design documents and used in design to avoid potential conflicts with utility lines.

Task 5 – Design and Preparation of Plans and Specifications. BJEa will design and prepare construction plans and specifications for the regional pumping station and sewer facilities to serve the Avemore development site and Bay Springs drainage basin. The facilities will be sized to receive flow from Bay Springs pump station drainage basin in addition to the Avemore site. The facilities will transmit wastewater from the South Van Wert Road area near Bay Springs to the West Water Reclamation Facility. Construction plans and specifications will be submitted to GA EPD for review and approval. Advertisement and Bidding documents will be prepared and used for solicitation of bids from qualified contractors.

Task 6 – Bidding and Construction Phase Services. BJEa will perform the following services in conjunction with this task:

Bidding Assistance

- Preparation of construction contract documents for bidding
- Provide the advertisement to bid and assist with project advertisement through publication on GLGA Marketplace Website and local plan advertisement rooms.
- Reproduce and distribute bid documents to plan advertisement companies and bidders
- Conduct pre-bid conference, (if required)
- Interpretation of bid documents and issue addenda as required
- Attend the bid opening and open bids
- Evaluate bids and provide recommendations for award

Construction Administration

- Provide conformed contract execution documents
- Conduct a preconstruction conference
- Receive and review submittals
- Provide interpretations of plans and specifications
- Review pay requests and make payment recommendations
- Provide periodic on-site construction observation
- Conduct substantial completion inspection and construction deficiency list
- Conduct final completion inspection
- Provide a recommendation for final acceptance

Schedule

We anticipate that surveying activities will be completed within 1.5 months. Schedules for other tasks will be developed at a later date.

Fee:

The fee for engineering design and construction administration services outlined above will be performed on a Lump Sum (LS) or Hourly (H) basis including expenses as shown below. BJEa will submit invoices on a monthly basis for services completed during the previous month. The following is a breakdown of fee by tasks associated with the scope of services outlined above.

Task Description	Budget
Task 1 – Survey Control Points and Limited Topographic Surveying	\$33,820.00 (LS)
Task 2 – Permitting (Environmental and Transportation)	T.B.D.
Task 3 – Geotechnical Investigation	T.B.D.
Task 4 – Subsurface Utility Locating Services	T.B.D.
Task 5 – Design and Preparation of Plans and Specifications	T.B.D.
Task 6 – Bidding and Construction Phase Services	T.B.D.
Total	\$33,820.00

Work Order 17003.09
Survey Control and Limited Topographic Surveying
For Van Wert Road Sewer Facilities
City of Villa Rica, Georgia
May 14, 2020

TBD = To Be Determined

Reimbursable Expenses (mileage, copies, permit fees, etc.) are included in the budget above. Any services, which are not included in the scope of services will be performed on a time and expense basis in accordance with the attached Unit Rate Schedule after written authorization has been received from the Client. For any authorized additional services, BJEa will submit a detailed invoice for services on a monthly basis for all project related activities and services completed during the prior month.

OWNER and CONSULTANT have caused this Agreement to be amended by representatives duly authorized to act, all as of the effective date of May 13, 2020.

CONSULTANT

**BRENNANJONES ENGINEERING
ASSOCIATES, LLC**



Brennan D. Jones, P.E.
Principal

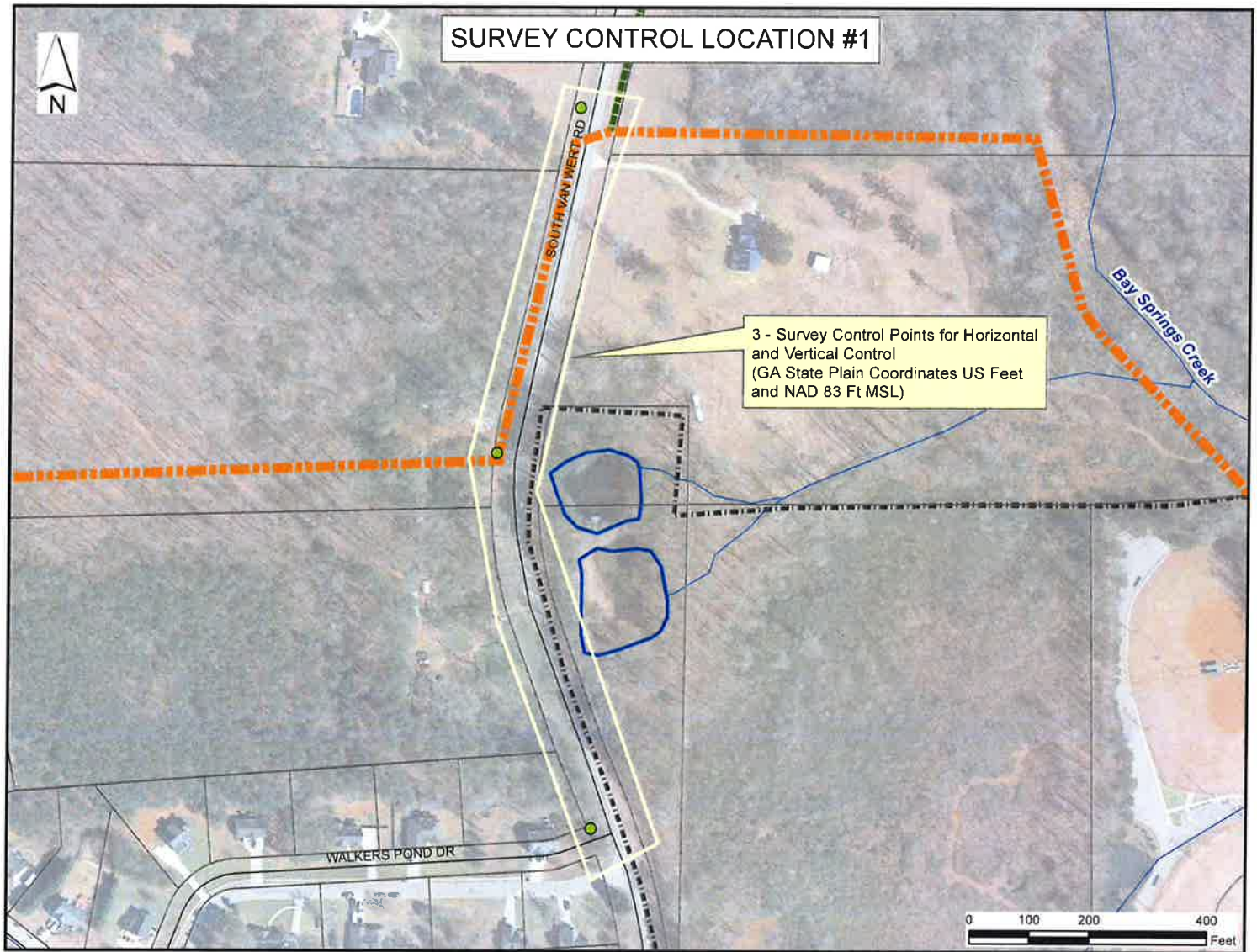
Date May 14, 2020

OWNER

CITY OF VILLA RICA, GEORGIA

Tom Barber
City Manager

Date _____



SURVEY CONTROL LOCATION #1

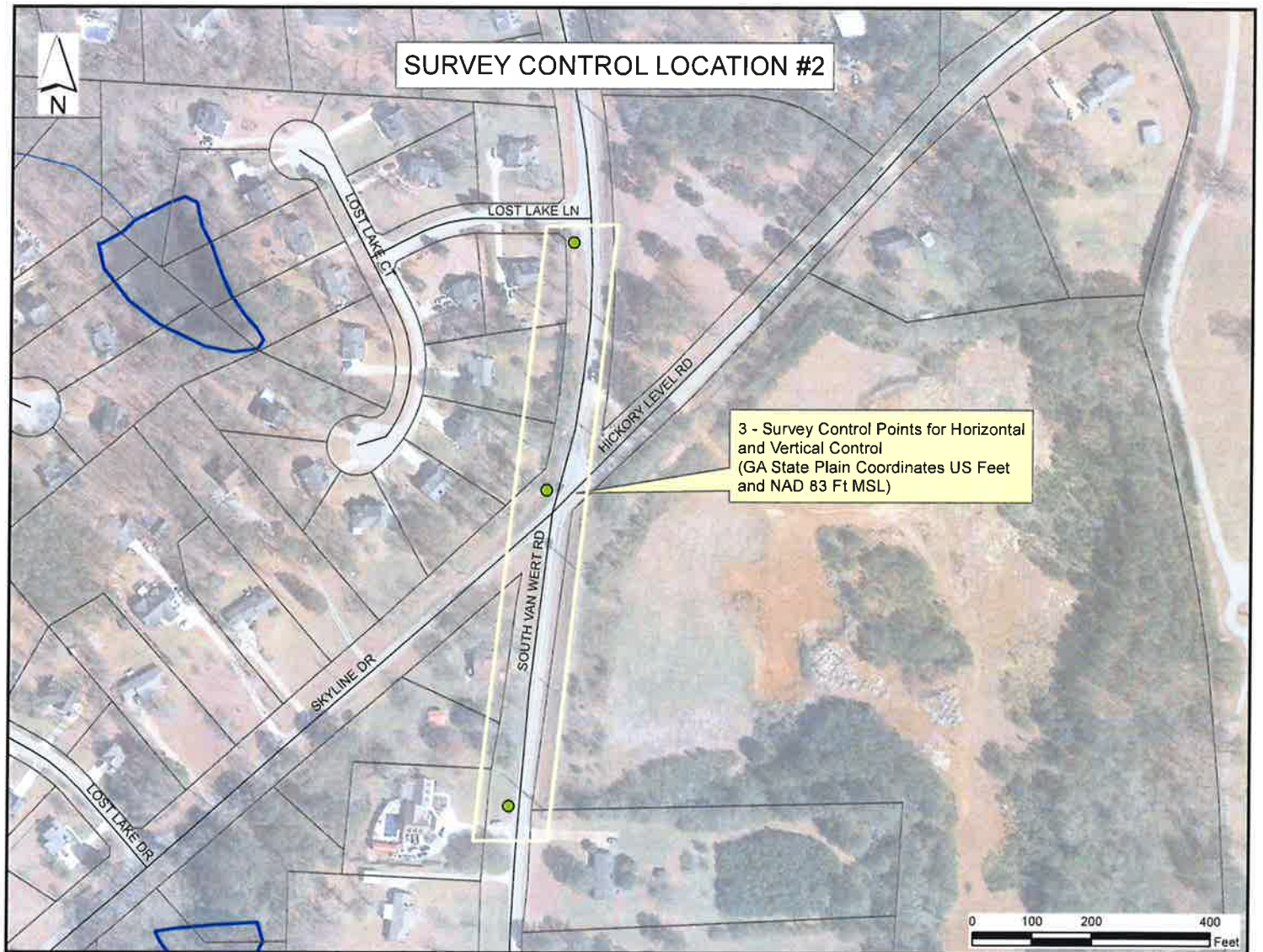
3 - Survey Control Points for Horizontal and Vertical Control
(GA State Plane Coordinates US Feet and NAD 83 Ft MSL)

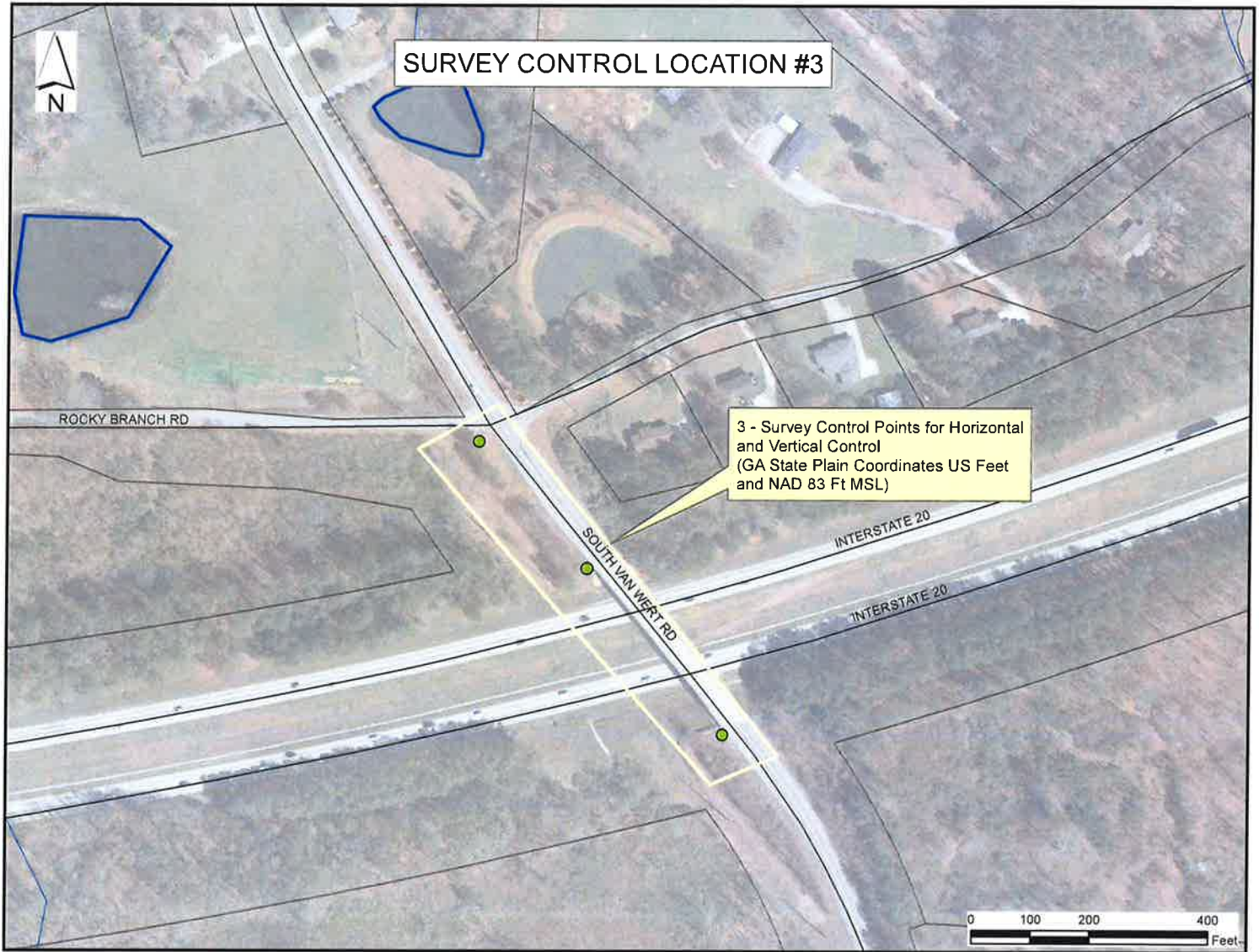
SOUTH VAN WERT RD

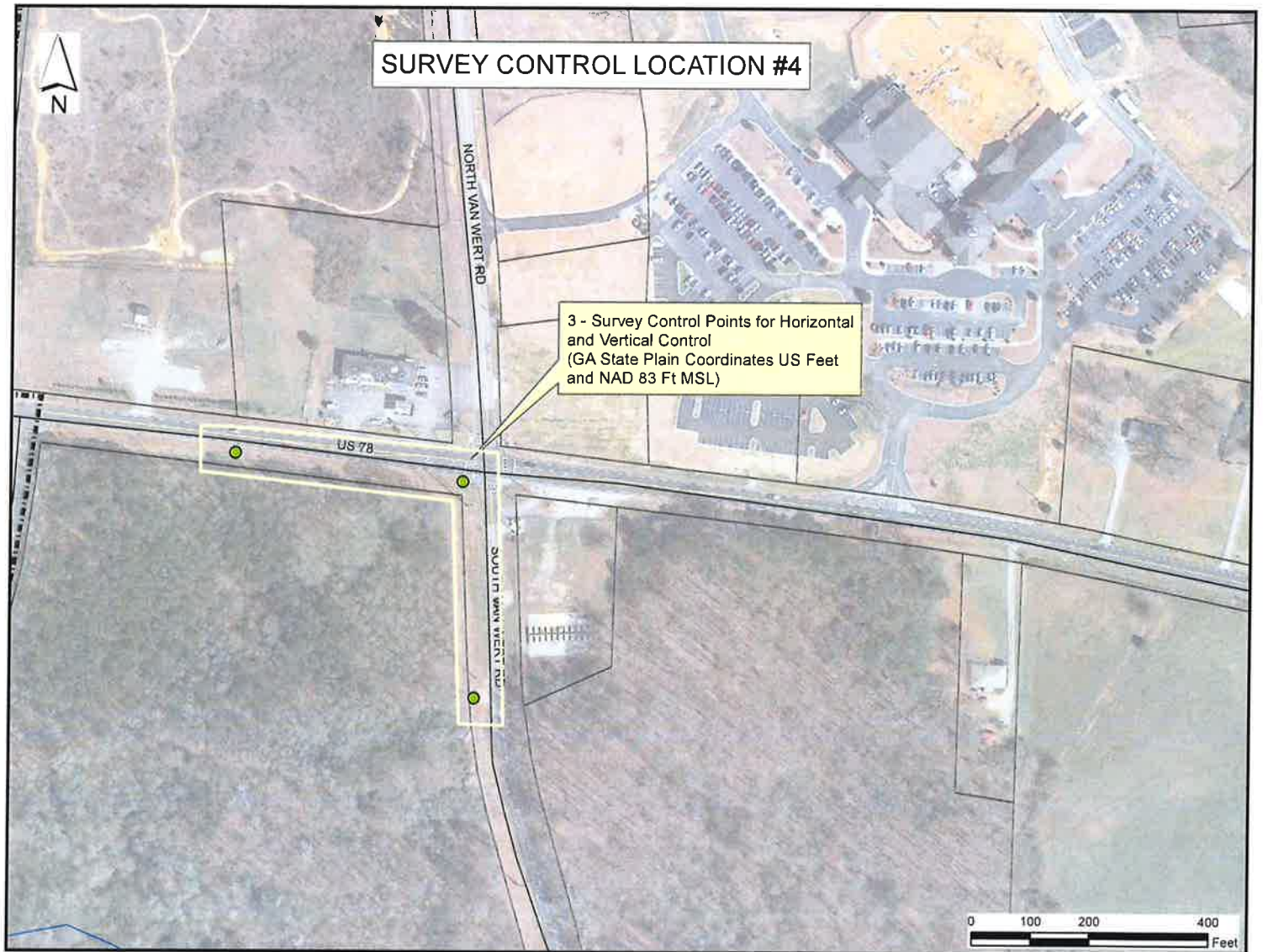
WALKERS POND DR

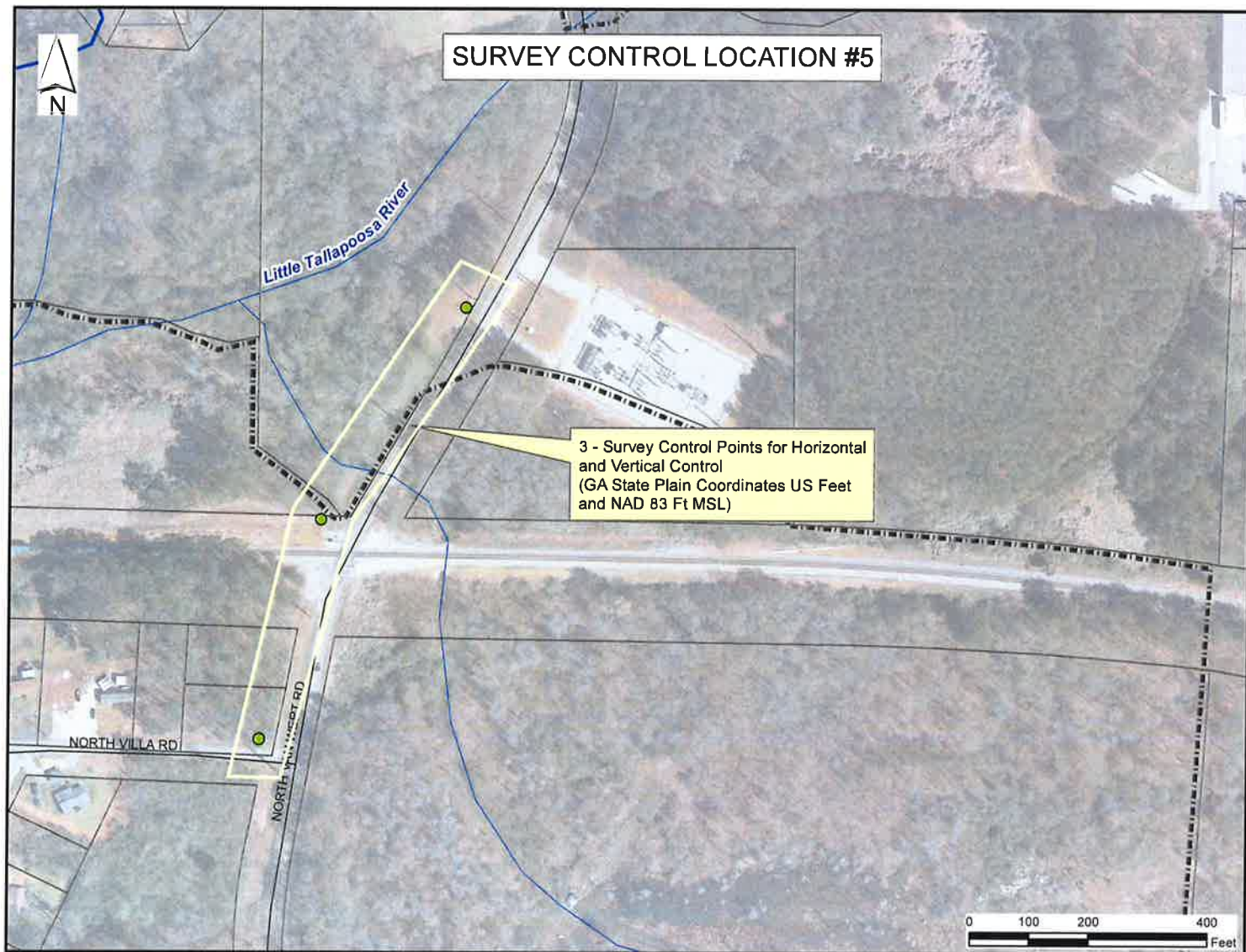
Bay Springs Creek

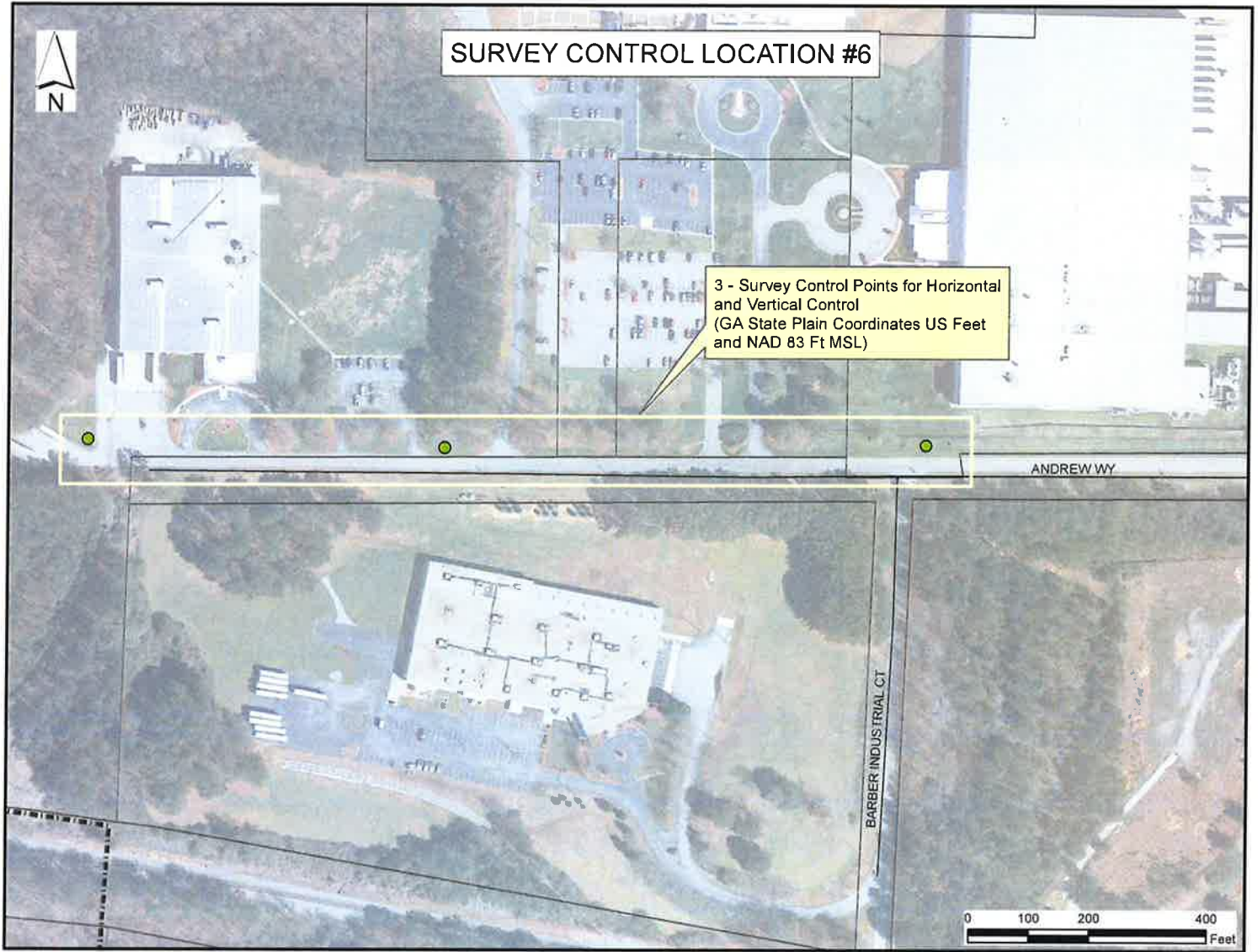
0 100 200 400 Feet

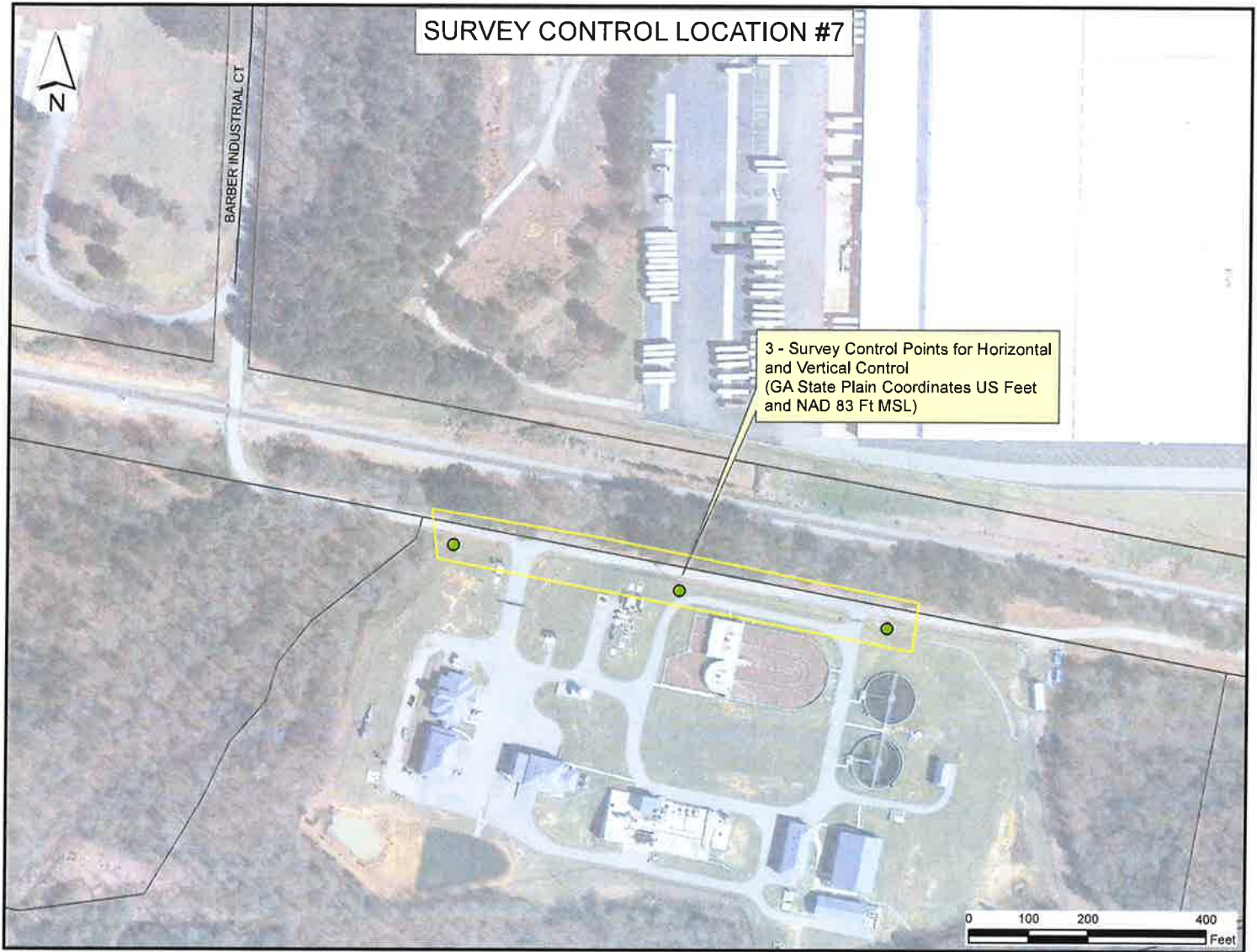


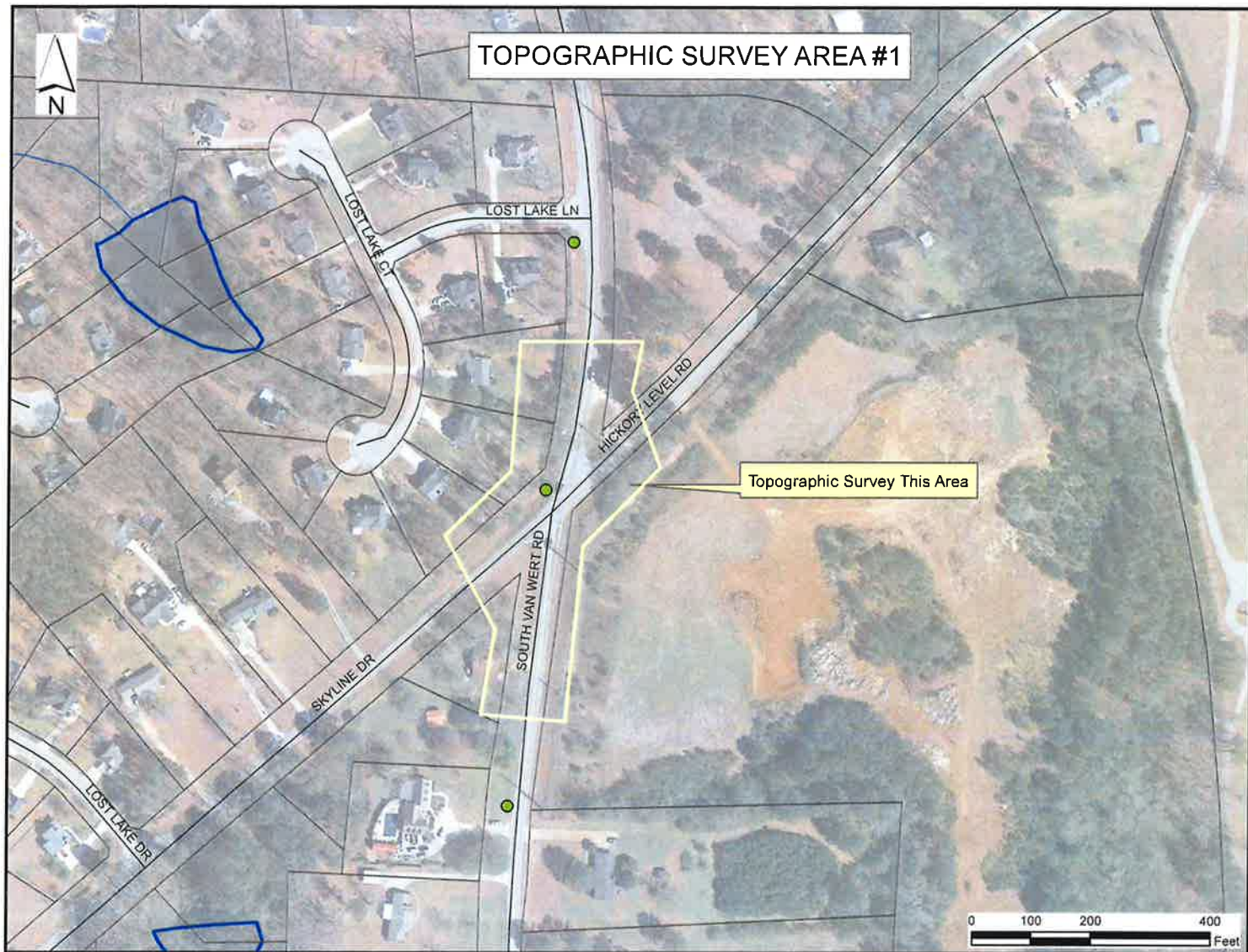




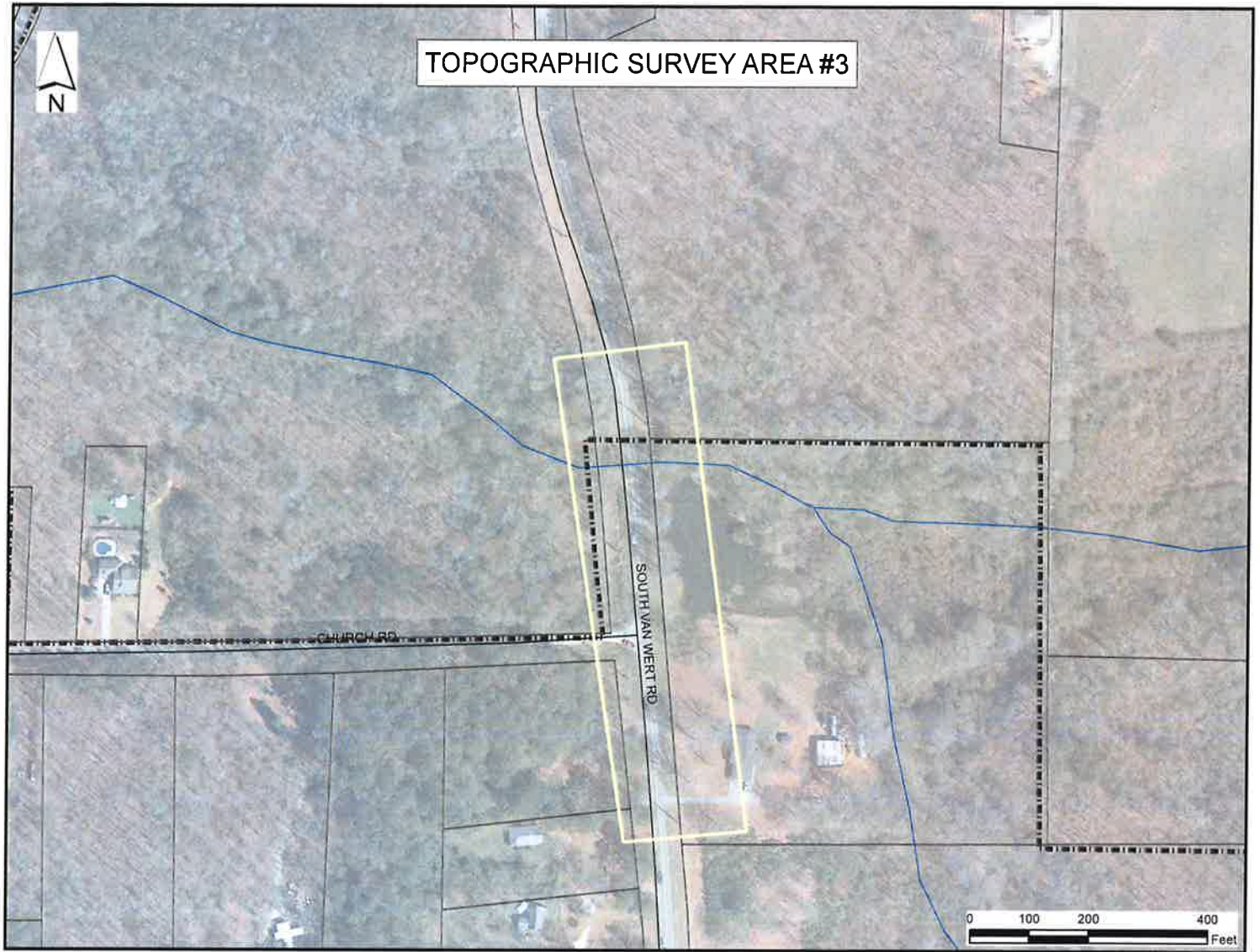




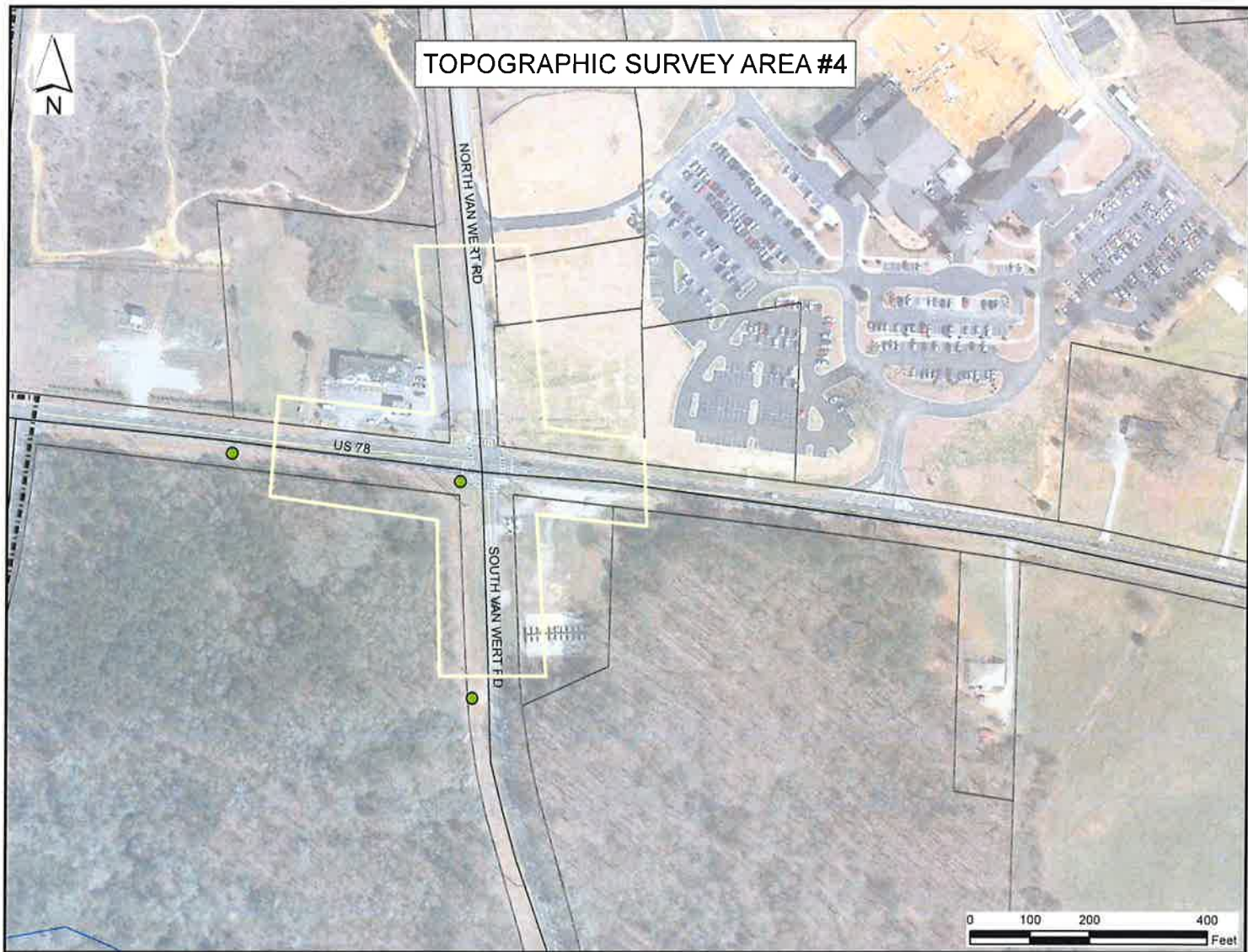


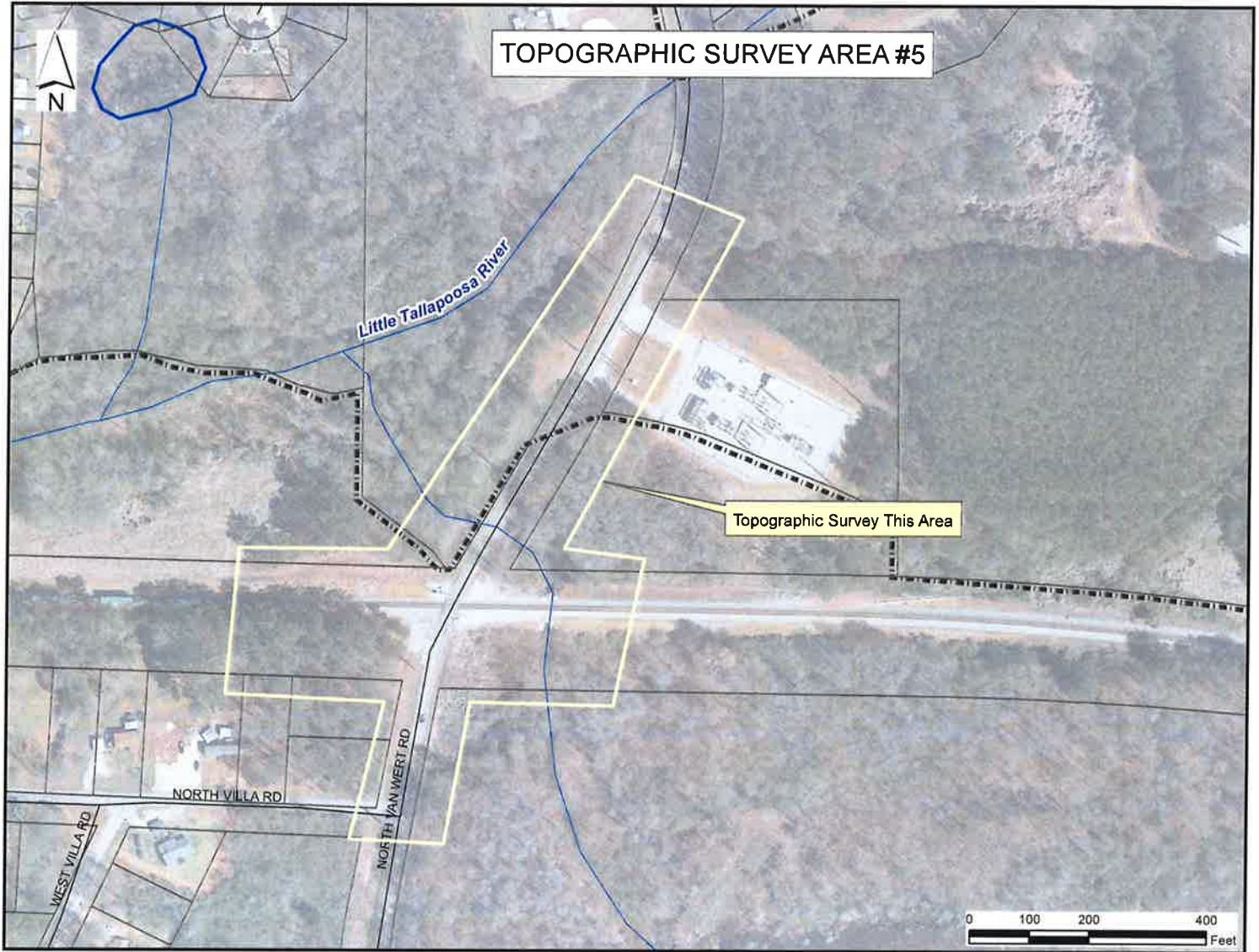


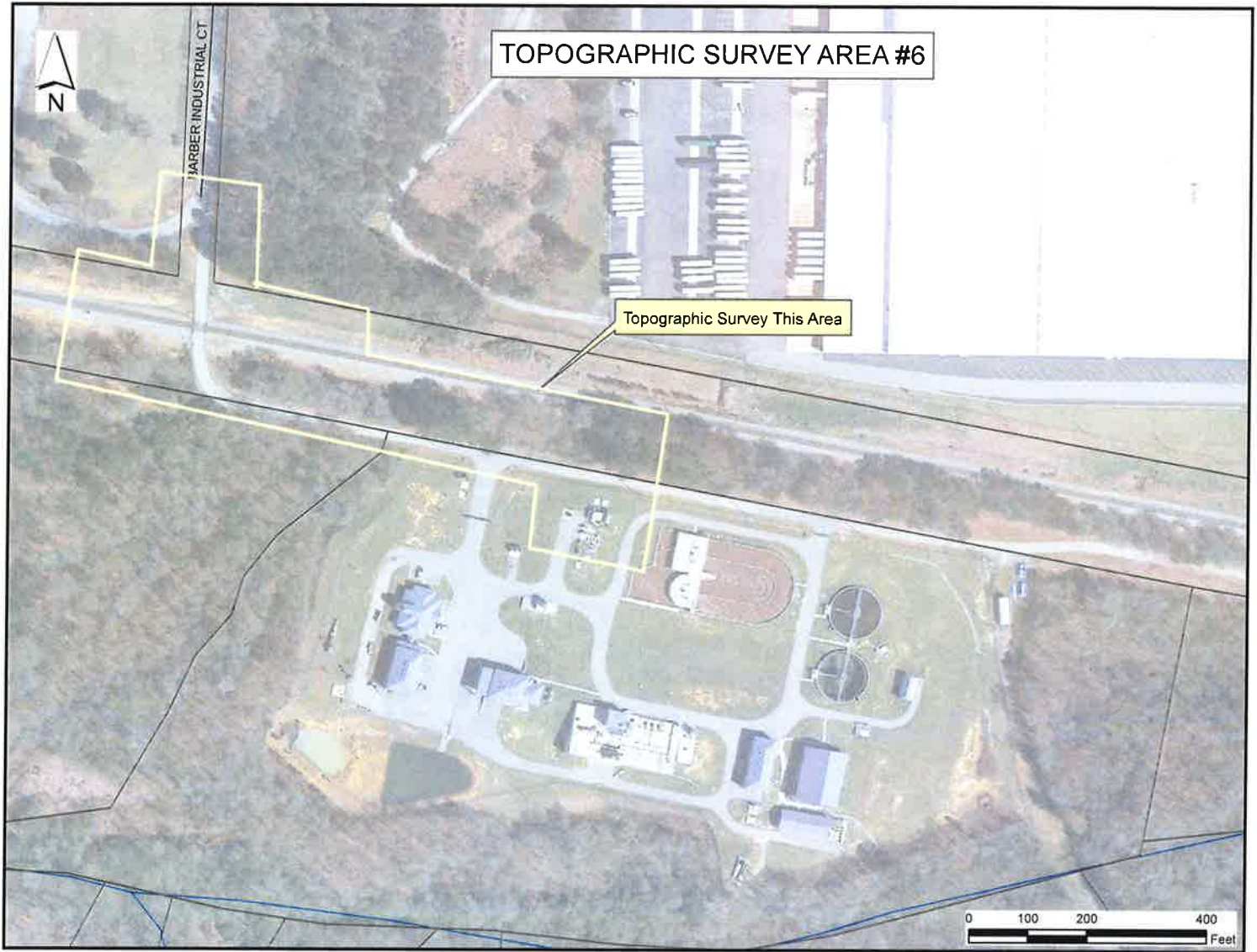


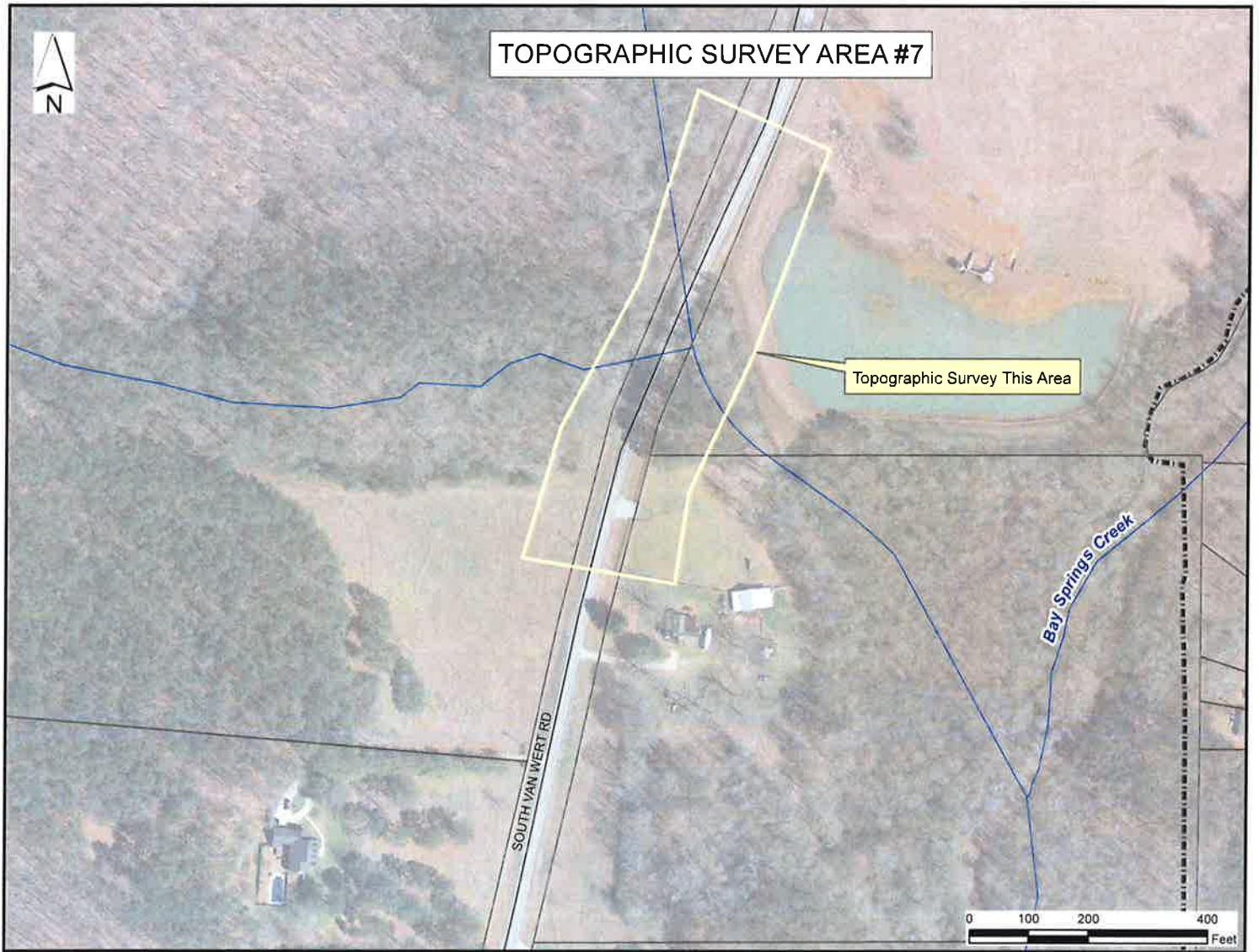


TOPOGRAPHIC SURVEY AREA #4











Agenda Item: _____

CITY OF VILLA RICA

City Council Special Called Meeting

Agenda Item Cover Sheet

SUBJECT: Carroll County Road Construction Proposal – Daniel Road

AGENDA DATE: May 26, 2020

DATE PREPARED: May 18, 2020

PREPARED BY: Tom Barber

AMOUNT: \$85,743.00

GL ACCOUNT #: 321-4210-541410

FUNDING SOURCE: Carroll SPLOST

BUDGETED ITEM? Yes

PURPOSE: To approve a proposal from Carroll County to pave part of Daniel Road.

BACKGROUND: The southern end of Daniel Road below our City limits is unpaved. The County Commission has previously voted to work with the City to have us annex and take over maintenance responsibilities for that section of the road. Carroll County has further agreed to provide the labor and equipment to pave the gravel portion of the road. The County's Public Works Department estimates that Villa Rica's cost for materials and labor will be \$85,743.00. The scope of work for Villa Rica's portion will include paving one-half mile of existing gravel road, two lanes wide. Striping will be the City's responsibility.

Further research indicates that the City does not currently supply water beyond the paved portion of the road. We do, however, have a water line from Augusta Woods across the road that supplies water to the sewer lift station on the east side of Daniel. In addition, Councilmember Marchman has spoken with several property owners in the area and has not found interest in paying municipal property taxes.

STAFF RECOMMENDATION: Staff recommends that we postpone any decision about paving until all of the adjacent property owners agree to be annexed into the City.

IMPACT: Daniel Road connects Thomas Dorsey Drive to Reed Road on the south side of town. Paving is needed to provide a safer, more reliable driving surface.

MOTION: I move that we postpone this decision indefinitely.



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Fall Recreational Programming

AGENDA DATE: May 26, 2020

DATE PREPARED: May 22, 2020

PREPARED BY: Tom Barber

AMOUNT: n/a

GL ACCOUNT #: n/a

FUNDING SOURCE: n/a

BUDGETED ITEM? n/a

PURPOSE: To discuss our plans to offer recreational programming during the Fall.

BACKGROUND: All of our Spring recreational programming was canceled and the associated registration fees were refunded. Our summer Day Camp has been canceled, as has our July 3 fireworks show, Easter Adventure, Jeep Show, Cowboy Festival, the Dorsey Festival, and the June concert. We need to begin formulating plans surrounding our offerings in the Fall.

Many factors will need to be considered including the Governor's executive orders, the Carroll and Douglas County public school schedules, and the Fall high school sports schedules. While the school systems have not yet announced their plans for 2020-21 the Georgia High School Association has approved guidance to member schools that would allow them to begin offering conditioning programs, but not competition, effective June 8.

STAFF RECOMMENDATION: Staff recommends we develop generic plans for recreational programming for this Fall and discuss in some detail the practicality of the GHSA guidelines as we begin to decide about our recreational offerings in the Fall. The development of a list of "triggering" events and deadlines is also recommended.

IMPACT:

MOTION: For discussion only.

GEORGIA



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PENNY PITTS MITCHELL, Associate Director
TOMMY WHITTLE, Associate Director
CARROR WRIGHT, Associate Director

HIGH SCHOOL ASSOCIATION

Guidance for returning to conditioning on June 8, 2020 with recommendations and/or restrictions

- All summer work is voluntary.
- Schools/ School Systems may be more restrictive than the GHSA but not less.
- Workouts are conditioning only, no balls or sport specific equipment.
- Member schools should prepare an Infectious Disease Prevention Plan prior to staff and athletes returning to conditioning.
- It is recommended that staff and athletes are screened prior to each workout (see sample monitoring form attached).
- Signage should be posted on site with the following:
 - Do you or have you had a fever in the last week?
 - Have you been diagnosed with COVID-19?
 - Have you been in contact with anyone diagnosed with COVID-19?
 - Have you traveled to a “hot spot” for COVID-19?
- Groups of 20, including coaches, for workouts **per sport** at any given time at the campus/facility.
- Groups should be the same individuals (including coaches) for each session to limit risk of exposure. Student or coaches CANNOT change groups for the duration of this guidance.
- No use of locker rooms or shower facilities. Students should report to the facility dressed to condition and shower at home.
- Weight equipment should be cleaned prior to each workout and sanitized between use by each student.
- Hand sanitizer should be plentiful and readily available.
- Each student should have their own personal water bottle. No use of water fountains or “water cows” is allowed.
- Side spots only in weight training, safety bars are preferred.
- Social distancing should be adhered to always and masks/face covering are recommended for the weight room.
- At least 15 minutes should be scheduled between groups to allow for disinfecting the facility.
- There is no competition allowed between schools.
- No visitors are allowed at conditioning sessions.

Recommendations and restrictions are fluid and subject to change. Safety must be our top priority.