



Finance Committee Meeting Minutes

Glynn County Board of Commissioners

4:00 P.M., Tuesday, June 26, 2007

Third Floor Conference Room

W. Harold Pate Courthouse Annex

Brunswick, Georgia

Present:

Committee Members: *J. Clark, C. Johnson, U. Keller*

Other Commissioners:

Staff: *J. Bruner, J. Carter, P. Christian, P. McNicoll, B. Rowell, C. Stewart, A. Thomas, W. Worley*

Press: *M. Permar, B. Thomas*

Others: *Travis Thomas, Bill Tipton*

1. *Consider approval of the consent agenda.*
 - a) *Approval of the June 12, 2007 Finance Committee Minutes.*
 - b) *Award the bid to Fireline Inc/E-One for the replacement of the Mini-Pumper in the amount of \$163,229 with funding to be provided by the Fire Fund fund balance.*
 - c) *Adopt the proposed FY 07-08 addendum to the contract between the County and the Golden Isles Visitors Bureau as presented by staff and authorize the Chairman to sign the agreement.*
 - d) *Award the bid for Pipeline Video Inspection services to the lowest responsive bidder, Southeast Pipe Survey, Inc., Patterson, GA in the amount of \$75,050 with funding in the amount of \$45,000 to be provided by the Storm Sewer Video Taping Project Grant and \$30,050 to be provided by the Engineering Department's operating budget.*

The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Recommend approval of the consent agenda. (Vote: 3-0-0)

2. *Consider entering into a contract with BAMACO for emergency or disaster debris removal and disposal at their specified fee rates.*

Mr. John Carter, Public Works Director, explained that a RFP was issued for the debris removal and disposal and the review of eight proposals by the evaluation team resulted in the highest score of 85.2 points for BAMACO. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

Recommend entering into a contract with BAMACO for emergency or disaster debris removal and disposal at their specified fee rates. (Vote: 3-0-0)

3. *Consider issuing a purchase order in the amount \$67,795.00 to South Georgia Professional Maintenance Company for cleaning services at the Coast Guard Bathhouse, Neptune Park, and Massengale Park restroom facilities with funding to be provided by the Accommodation Excise Tax Fund.*

Commissioner Keller asked Mr. Paul Christian, Assistant County Administrator, if he had considered adding the Gascoigne bathroom to the contract. Mr. Christian stated that it would be on the new RFP which would be issued at the end of this season. He informed the Committee that Parks and Recreation employees are currently cleaning that bathroom. Commissioner Keller stated that he would like to have someone at the Gascoigne site full time. Commissioner Johnson questioned whether the contract included the Casino bathrooms and informed Mr. Christian that there was a problem with insulation at the bathrooms outside the Library. Mr. Christian stated that they were working on the noise problem. Mr. Charles Stewart, County Administrator, said that Mr. Christian would ask the contractor for a quote to provide services at the Gascoigne bathroom. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Recommend issuing a purchase order in the amount \$67,795.00 to South Georgia Professional Maintenance Company for cleaning services at the Coast Guard Bathhouse, Neptune Park, and Massengale Park restroom facilities with funding to be provided by the Accommodation Excise Tax Fund. (Vote: 3-0-0)

4. *Consider approving the 2008 fiscal year appropriation of \$404,310 and execute the contract with the Brunswick Judicial Circuit Public Defender.*

The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Recommend approving the 2008 fiscal year appropriation of \$404,310 and execute the contract with the Brunswick Judicial Circuit Public Defender. (Vote: 3-0-0)

5. *Consider approving a change order to the Hussey, Gay, Bell & DeYoung contract in the amount of \$69,165 to provide architectural and engineering services to extend the Harold Pate building with a two-story addition as outlined in their proposal letter to Ms. Kay Young dated May 24, 2007, with funding to be provided by SPLOST V.*

Mr. Charles Stewart presented this item and stated that the original plans for expanding the Pate Building were not feasible and Hussey, Gay, Bell & DeYoung have proposed an amount of \$149,500 to design a two-story addition onto the front of the building. There remains approximately \$80,335 unspent from their original contract so the change order needed to cover the new design would be \$69,165. Mr. Stewart stated that he had discussed the closing of the alley in the front of the building with the Mayor and the Mayor asked if the County would consider adding onto the Newcastle side of the building instead of the Reynolds Street side. He stated that the addition on that side would blend in with the City's downtown plans. Commissioner Keller suggested that a three-story addition which would be narrower than the building be considered instead of the two-story addition. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Recommend approving a change order to the Hussey, Gay, Bell & DeYoung contract in the amount of \$69,165 to provide architectural and engineering services to extend the Harold Pate building with a two-story addition as outlined in their proposal letter to Ms. Kay Young dated May 24, 2007, with funding to be provided by SPLOST V. (Vote: 3-0-0)

6. *Consider approving Carter Goble Lee's quote of 3.75% for program management of the following projects: Detention Facilities, Public Works Complex Renovations, GSP Headquarters Building and the Licensing Branch Complex with funding to be provided from SPLOST V.*

Mr. Charles Stewart stated that Carter Goble Lee gave a quote on December 12, 2006 for four projects at a rate of 3.5% of construction costs. Of the four projects, only Office Park and Pate were

awarded. Mr. Stewart stated that with the Chairman's guidance, he went back to CGL and asked for quotes on four other projects and CGL proposed a fee of 3.75% of construction costs. Mr. Stewart stated that he recommended awarding the contract to CGL. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed with Commissioner Keller voting against the motion.

Recommend approving Carter Goble Lee's quote of 3.75% for program management of the following projects: Detention Facilities, Public Works Complex Renovations, GSP Headquarters Building and the Licensing Branch Complex with funding to be provided from SPLOST V and the General Fund. (Vote: 2-1-0)

7. *Request that Chairman Clark identify the Finance Committee items which should be included as consent items in the Commission's Meeting Agenda.*

Commissioner Clark identified all items as consent agenda items.