



Brunswick-Glynn Joint Water and Sewer Commission
1703 Gloucester Street, Brunswick GA 31520
Thursday, December 15, 2022 at 2:00 pm
Commission Meeting Room

COMMISSION MEETING AGENDA

Call to Order

Invocation

Pledge

PUBLIC COMMENT PERIOD

Public Comments will be limited to 3 minutes per speaker. Comments are to be limited to relevant information regarding your position and should avoid being repetitious. Individuals should sign in stating your name, address and the subject matter on which you wish to speak. Your cooperation in this process will be greatly appreciated.

RECOGNITION OF SERVICE

Bob Duncan – Recognition of Four Years of Service as Commissioner for the Brunswick-Glynn Joint Water & Sewer Commission (2019 – 2022)

COMMITTEE UPDATES

Facilities Committee – Chairman Turnipseed

Finance Committee – Commissioner Duncan

APPROVAL

1. **Minutes from November 17, 2022 Regular Meeting** (*subject to any necessary changes*) [Report](#)
2. **Minutes from November 17, 2022 Executive Session** (*subject to any necessary changes*)
3. **Bid Rejection – PS3101, PS4001, and PS4002 Rehab Project** – A. Burroughs [Report](#)
4. **Leak Adjustment – A. Darraby** – A. Burroughs [Report](#)
5. **Academy Creek WPCF Grit Screen Replacement** – A. Burroughs [Report](#)
6. **Paving Services for Rose Cottage Lane** – A. Burroughs [Report](#)
7. **ARCO Area Water & Sewer Extension Project – Change Order No. 2** – T. Kline [Report](#)
8. **Leasing of Airport Property – Canal Road Water Production Facility** – T. Kline [Report](#)
9. **Surplus Inventory/Equipment** – A. Burroughs [Report](#)
10. **Amendment to Executive Director’s Contract** – C. Dorminy

EXECUTIVE DIRECTOR’S UPDATE

COMMISSIONERS’ DISCUSSION

CHAIRMAN’S UPDATE

EXECUTIVE SESSION

MEETING ADJOURNED

*All citizens are invited to attend.
There is a possibility of a quorum of City or County Commissioners being present.*



**Brunswick-Glynn Joint Water and Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Thursday, November 17, 2022 at 2:00 PM**

COMMISSION MINUTES

PRESENT:

**G. Ben Turnipseed, Chairman
Bob Duncan, Vice-Chairman
Charles Cook, Commissioner
Wayne Neal, Commissioner
Tripp Stephens, Commissioner
Chad Strickland, Commissioner**

ALSO PRESENT:

**Andrew Burroughs, Executive Director
Charles A. Dorminy, HBS Legal Counsel
LaDonnah Roberts, Deputy Executive Director
David Owens, Director of Finance
Todd Kline, Director of Engineering
Janice Meridith, Executive Commission Administrator
Jarrett Bridges, Turner & Associates Insurance**

ABSENT:

Kendra Rolle, Commissioner

Chairman Turnipseed called the meeting to order at 2:00 PM.

Commissioner Strickland provided the invocation and Commissioner Cook led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Chairman Turnipseed opened the public comment period.

There being no public comment, Chairman Turnipseed closed the public comment period.

COMMITTEE UPDATES

Facilities Committee – Chairman Turnipseed

Chairman Turnipseed reported that the Facilities Committee had met the previous day at 1:00 p.m. The committee approved an IGA with Glynn County regarding funding the water and sewer portion of the Village Drainage Project. The committee did not approve the paving for Rose Cottage Lane. The Perry Place easement and infrastructure dedication was approved to move to the full Commission along with two property acquisitions. The Water Production Report, WPCF Plant Flows Report, and Capital Project Report all show that JWSC is doing a good job and operating efficiently.

Finance Committee – Commissioner Duncan

Committee Chairman Duncan reported that the Finance Committee meeting was held on the previous day at 3:00 p.m. The committee reviewed and approved some same items as Facilities, in addition to endorsement

and recommendation of Workers Compensation Insurance Renewal, surplus items, Christmas gift cards, and the On-Site Wellness Check agreement with SGHS. The Finance Committee unanimously did not approve the Paving of Rose Cottage Lane. The Financial Statement reflected that JWSC is on the right track and in good financial order.

Chairman Turnipseed requested a motion to excuse Commissioner Rolle from the Commission meeting due to her required attendance at another meeting.

Commissioner Stephens made a motion seconded by Commissioner Neal to excuse Commissioner Rolle from the Commission Meeting. Motion carried 6-0-1. (Commissioner Rolle was absent from the meeting.)

APPROVAL

1. Minutes from the October 20, 2022 Regular Commission Meeting

Commissioner made a motion seconded by Commissioner to approve the minutes from the October 20, 2022 Regular Commission Meeting. Motion carried 6-0-1. (Commissioner Rolle was absent from the meeting.)

2. Workers Compensation Insurance Renewal – Jarrett Bridges, Turner & Associates Insurance
Mr. Jarrett Bridges with Turner & Associates Insurance presented the 2023-2024 Workers Compensation Renewal Proposal to the Committee. The 2023 total estimated annual premium as proposed would be \$224,339. This is a variance of \$21,957, or a 10.8% increase from 2022. Mr. Bridges reviewed all pertinent historical data considered in preparation of this 2023 premium proposal.

Commissioner Duncan made a motion seconded by Commissioner Stephens to move that the full Commission accept the Workers Compensation Insurance Renewal for 2023. Motion carried 6-0-1. (Commissioner Rolle was absent from the meeting.)

3. Declaration of Inventory/Equipment as Surplus – A. Burroughs

Mr. Burroughs advised that JWSC has three vehicles that are high mileage and in need of repairs. All three are no longer of use to the JWSC in its mission. Staff recommends declaration of the items above as surplus and authorizing their disposal in a manner most beneficial to the JWSC. The actual mileage of surplus vehicles will be provided in the future.

Commissioner Strickland made a motion seconded by Commissioner Stephens to move that the Brunswick-Glynn Joint Water and Sewer Commission approve the above listed items as surplus to be disposed of in a manner most beneficial to the JWSC. Motion carried 6-0-1. (Commissioner Rolle was absent from the meeting.)

4. IGA with Glynn County – Village Drainage Project Phase 2– A. Burroughs

Mr. Burroughs provided that Glynn County has bid out the Village Drainage Improvement Phase II Project. The JWSC agreed to finance the water and sewer portions of that project when it received funds from the County through the American Rescue Plan Act of 2021 (“ARPA”). This memorandum reaffirms the JWSC’s commitment to meet this obligation and provides the dollar amount of the project (\$217,324.80). This amount will go toward necessary improvements to water and sewer infrastructure as allowed under the ARPA. Staff has reviewed the Memorandum of Understanding with Glynn County and finds it acceptable. The JWSC can and will assist with the funding of the necessary water and sewer portions of the Village Drainage Improvement Phase II project and the improvements will prove beneficial to the JWSC and the public.

Commissioner Stephens made a motion seconded by Commissioner Strickland to move that the Brunswick-Glynn Joint Water and Sewer Commission approve the Memorandum of Understanding with Glynn County Regarding Financing of Water and Sewer Improvements for the Village Drainage Improvement Phase II with

JWSC ARPA Funds and authorize the Chairman to execute the same. Motion carried 6-0-1. (Commissioner Rolle was absent from the meeting.)

5. Paving Services for Rose Cottage Lane – A. Burroughs

Mr. Burroughs noted that the Facilities and Finance Committees were presented with this item, and it was not approved. He provided that JWSC has been attempting to receive quotes on a large asphalt repair due to completed work on St. Simons Island. The force main from Pump Station 2030 runs along Rose Cottage Lane and was installed approximately six years ago. The roadway has experienced trench settlement along the force main route. JWSC has paved a smaller section of the roadway in the past two years, but additional settlement has occurred outside of that existing patch. JWSC staff struggled to receive paving quotes for this area but was able to get two quotes for the work which includes approximately 1,300 linear feet of full width milling and resurfacing with 1.5 inches of asphalt along Rose Cottage Lane. Given the additional settlement that has occurred, staff believes it is appropriate to mill and repave the areas already patched to ensure a uniform product upon completion. Staff contacted paving contractors throughout southeast Georgia and northeast Florida to complete this work and received quotes from two (2) contractors. J. Hiers Company, Inc. quoted \$87,750.00, and Allen Owens Construction and Paving, Inc.'s quote came in at \$103,718.50. Mr. Burroughs also provided that this is a private right-of-way. The original patch was 400 feet and only in one lane. Commissioner Neal commented that had proper compaction been made the paving would not have failed. Commissioner Stephens stated his concern being if more roads failed in the future, is JWSC going to be responsible for paving those also.

Commissioner Neal made a motion seconded by Commissioner Duncan to move to defer this item until the next meeting when more information is available. Motion carried 6-0-1. (Commissioner Rolle was absent from the meeting.)

Commissioner Strickland commented that he would like to see photos of the road area or a video.

6. Dedications of Easements and Infrastructure – T. Kline

- Perry Place – Dedication of Infrastructure and Easement

Mr. Kline advised that the Owner of Record, Perry Place L.P., wishes to convey a water easement and dedicate sanitary sewer infrastructure. They have submitted legal documents to: 1) define and execute the transfer of ownership; and, 2) convey a water easement for access and maintenance. JWSC inspection records indicate the infrastructure was constructed to JWSC Standards, is functioning and is in acceptable condition. This includes the portion of sewer line installed. Staff recommends acceptance and approval of this dedication. Commissioner Stephens inquired as to the type of warranty does JWSC get. Mr. Kline responded the warranty period is 24 months from the date of acceptance on private infrastructure. In this case, only the portion of sewer main will be warrantied.

Commissioner Cook made a motion seconded by Commissioner Duncan to move that the Brunswick-Glynn Joint Water and Sewer Commission approve the Perry Place Dedication of Infrastructure Application and Water Easement. Motion carried 6-0-1. (Commissioner Rolle was absent from the meeting.)

7. Christmas Gift Cards – D. Owens

Mr. Owens recalled for the Commissioners that The Brunswick-Glynn Joint Water and Sewer Commission has in past years given employees a Christmas gift card as an expression of appreciation and thanks. The cost of the cards is included in the Fiscal Year 2023 budget. The gift cards will be distributed on December 2, 2022, along with payroll. The staff of the JWSC recommended providing employees with a gift card in the amount of \$75 to Walmart. Mr. Owens stated that the amount would have normally been \$50, however due to the generosity of the Commissioners it has been increased to \$75. The total number of cards would be 140, for a cost of \$10,500.

Commissioner Duncan made a motion seconded by Commissioner Strickland to move that the Brunswick-Glynn Joint Water and Sewer Commission approve providing employees with a gift card in the amount of

\$75 to Walmart. The total number of cards would be 140, for a cost of \$10,500. Motion carried 6-0-1. (Commissioner Rolle was absent from the meeting.)

8. On-Site Employee Wellness Checks – A. Burroughs

Mr. Burroughs provided that in recent year, the JWSC has contracted with Southeast Georgia Health System to provide onsite wellness checks for employees who wish to participate. Staff has worked through First Coast Benefits Solutions to procure these services. SGHS will bring a mobile unit to the JWSC parking lot where employees can enter and receive a private wellness check at no cost to the employee. The JWSC will receive no information other than who has participated in the event. Participation makes the staff member eligible for a raffle for prizes yet to be determined. Based on the current staffing levels of 137 active employees, the maximum cost of these services is \$7,745.

Commissioner Duncan made a motion seconded by Commissioner Neal to move that the Brunswick-Glynn Joint Water and Sewer Commission enter into a contract with Southeast Georgia Health Systems for employee wellness checks for a not-to-exceed amount of \$7,745. Motion carried 5-0-2. (Commissioner Stephens abstained due to his employment with SGHS. Commissioner Rolle was absent from the meeting.)

9. Property Acquisition – Exit 42 Elevated Storage Tank Site – A. Burroughs

Mr. Burroughs advised that the Brunswick and Glynn County Development Authority has property located near the intersection of Highway 99 and Interstate 95 that is ideally located for the construction of a water storage tank. The Development Authority has agreed to sell the JWSC the land required for the construction of the water storage tank. In exchange for the land, the Development Authority asks that the JWSC paint a logo on the water tank to the benefit of the Development Authority. The Development Authority will work with the JWSC to provide drawings of the logo to maintain the high standard of appearance of existing JWSC infrastructure. There will be no exchange of funds. The Development Authority logo is being provided in exchange for the parcel of land. Staff has reviewed the Intergovernmental Purchase Agreement with the Brunswick and Glynn County Development Authority and finds it acceptable. The JWSC can and will comply with any and all obligations under the Agreement and finds that the property will prove beneficial to the JWSC and the public as the location for a water storage tank.

Commissioner Duncan made a motion seconded by Commissioner Neal to move that the Brunswick-Glynn Joint Water and Sewer Commission enter into the Intergovernmental Purchase Agreement with the Brunswick and Glynn County Development Authority for the purchase of property for the location of a water storage tank in exchange for painting a logo on the tank on behalf of the Brunswick and Glynn County Development Authority. Motion carried 6-0-1. (Commissioner Rolle was absent from the meeting.)

10. Property Acquisition – Highway 17 North Pump Station Site – A. Burroughs

Mr. Burroughs stated that the JWSC is in need of a pump station located off Highway 17 near the Golden Shores subdivision. The owner of the subdivision has agreed to exchange the necessary land if the JWSC will agree to take over the possession and maintenance of the existing water and sewer infrastructure in the Golden Shores subdivision. The infrastructure is not currently up to code, however, with the addition of a new station on the exchanged parcel, the system will be acceptable. This new station will enable the JWSC to serve several nearby subdivisions and increase the customer base. The owner will exchange the land for JWSC taking over the current station as it is upon signing of the documents.

Commissioner Duncan made a motion seconded by Commissioner Neal to move that the Brunswick-Glynn Joint Water and Sewer Commission approve the purchase of the pump station parcel in exchange for taking over possession of the water and sewer infrastructure of Golden Shores and hereby authorize the Chairman to execute any and all documents necessary to complete the purchase. Motion carried 6-0-1. (Commissioner Rolle was absent from the meeting.)

EXECUTIVE DIRECTOR'S UPDATE

Mr. Burroughs reminded the Commissioners that the JWSC Christmas luncheon will be held on Wednesday, December 7th from 11:30 am until 1:30 pm at Howard Coffin Park. The Grits and Issues Breakfast will be held on Jekyll Island on December 9th and JWSC has a table. There is one bid due before the next meeting, which the pre-bid will be held tomorrow, November 18th. Mr. Burroughs wished everyone a Happy Thanksgiving.

COMMISSIONERS' DISCUSSION

Commissioner Cook expressed his wishes for all JWSC to have a Happy Thanksgiving.

CHAIRMAN'S UPDATE

Chairman Turnipseed invited all the Commissioners to attend the December 7th Christmas luncheon. He also commended staff members Kirk Young, Jason Vo, Andrew Burroughs, and Todd Kline on their participation at the GAWP Conference. The Chairman then expressed his wishes for everyone to have a Happy Thanksgiving.

EXECUTIVE SESSION- Personnel

Commissioner Stephens made a motion seconded by Commissioner Duncan to enter Executive Session to discuss Personnel. Motion carried 6-0-1. (Commissioner Rolle was absent from the meeting.)

Commissioner Neal had to leave the Executive Session at 3:32 pm for another commitment.

Return to Regular Session

Commissioner Cook made a motion seconded by Commissioner Duncan to return to Regular Session. Motion carried 5-0-2. (Commissioner Neal was absent for the vote. Commissioner Rolle was absent from the meeting.)

ADJOURN

There being no additional business to bring before the Commission, Chairman Turnipseed requested a motion to adjourn the meeting.

Commissioner Cook made a motion seconded by Commissioner Strickland to adjourn the meeting. Motion carried 5-0-2. (Commissioner Neal was absent for the vote. Commissioner Rolle was absent from the meeting.)

The Chairman adjourned the meeting at 3:45 p.m.

G. Ben Turnipseed,
Commission Chairman

Attest:

Janice Meridith,
Executive Commission Administrator



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Andrew Burroughs, Executive Director
Date: Thursday, December 15, 2022
Re: Bid Rejection – PS3101, PS4001, and PS4002 Rehab

Background

The JWSC issued Invitation for Bids No. 23-013 Construction Services for Rehabilitation of PS3101, PS4001 and PS4002 on Thursday, November 3, 2022. The proposed construction consists of temporary flow bypassing, electrical/SCADA upgrades, and pump/piping modifications at all three (3) stations plus additional structural rehabilitation of the roof and dry pit at PS4002. A mandatory pre-bid meeting with site visit was held on Friday, November 18, 2022, and was attended by four (4) construction firms. One (1) Bid was submitted to JWSC on Wednesday, December 7, 2022, from Popco, Inc. in the amount of \$3,853,900.00.

Staff Report

Funding for this project will come from the R&R funds. Each of the pump station rehabs is funded separately. With a combined budgeted amount of \$1,425,000.00 and an engineer's cost estimate of \$2,575,800.00, the bid price of \$3,853,900.00 submitted by the only bidder, Popco, Inc., exceeds both by a substantial amount.

This item was reviewed by the Facilities and Finance Committees on Wednesday, December 14, 2022.

Recommended Action

Staff recommends that the JWSC reject the bid for the project as specified. Staff will work with the consulting engineer to rework the scope of the project and re-advertise the project in the near future.

Recommended Motion

“I move that the Brunswick-Glynn Joint Water and Sewer Commission reject the bid for IFB 23-013 for Rehabilitation of PS3101, PS4001, and PS4002, amend the scope and re-advertise the project.”

Enclosures

Bid Tabulation



December 8, 2022

Mr. Todd Kline, P.E.
Brunswick-Glynn County Joint Water & Sewer Commission
1703 Gloucester Street
Brunswick, GA 31520

RE: *IFB No. 23-013 -Construction Services for Pump Station No. 3101, 4001, & 4002 - Bid Results and Recommendation*

Dear Mr. Kline:

On December 7, 2022 Brunswick-Glynn County Joint Water Sewer Commission (BGJWSC) received a single bid from Popco, Inc. for IFB No. 23-013 - Construction Services for Pump Station No. 3101, 4001, & 4002. Attached is a bid tabulation of the submitted bid.

Popco, Inc. provided a bid in the amount of \$3,853,309.00. The Engineer's Opinion of Probable Cost (EOPC) for the project was estimated to be \$2,575,800.00. The bid is approximately 150% higher than the EOPC. A review of the bid indicates that bid item prices for several items are higher than industry trends. BGJWSC staff received feedback from qualified contractors who did not bid on this project, that there is a shortage of availability from electrical contractors to perform the work.

Based on our review and discussions with BGJWSC staff, Kimley-Horn recommends the following:

- Engage the construction community to identify additional qualified contractors;
- Increase the bid timeframe to encourage more participation;
- Re-bid the project; and
- Consider a reduction in the scope of work to align with project budget.

Please feel free to contact me if you have additional questions regarding the review of bids received.

Sincerely,

Kelly Blake Smith, P.E.
Senior Water Resources Project Manager

Attachment: Bid Tabulation Summary

Cc: File

K:\JAX_WaterResources\045709000 - Brunswick Pump Station Upgrades\Bid Phase\Bid Tab

BID FORM							
PUMP STATION 3101							
ITEM	ITEM DESCRIPTION	QUANTITY	UNIT	QUANTITY	UNIT	UNIT PRICE	AS SUBMITTED
POPCO, INC. UNDERGROUND UTILITY SERVICES							
1	MOBILIZATION, DEMOBILIZATION, INSURANCE, AND BONDS	1	LS	1	LS	\$75,000.00	\$75,000.00
2	DEMOLITION	1	LS	1	LS	\$52,000.00	\$52,000.00
3	TEMPORARY BYPASS PUMPING	1	LS	1	LS	\$75,000.00	\$75,000.00
4	WET WELL SLAB AND HATCH	1	LS	1	LS	\$27,000.00	\$27,000.00
5	PUMPS, PIPING, SUPPORT, MISC. VALVES, APPURTENANCES	1	LS	1	LS	\$395,875.00	\$395,875.00
6	WET WELL CLEANING AND COATING	1	LS	1	LS	\$29,500.00	\$29,500.00
7	WATER SERVICE RELOCATION	1	LS	1	LS	\$3,900.00	\$3,900.00
8	ELECTRICAL	1	LS	1	LS	\$141,000.00	\$141,000.00
9	INSTRUMENTATION/SCADA	1	LS	1	LS	\$51,700.00	\$51,700.00
10	FENCE	1	LS	1	LS	\$3,500.00	\$3,500.00
11	EROSION CONTROL	1	LS	1	LS	\$3,200.00	\$3,200.00
POPCO, INC. PS3101 BASE BID TOTAL							\$857,675.00
A.1	BID ALTERNATE - OPTION 1 - THIRD PUMP INSTALLATION	1	LS	1	LS	\$55,000.00	\$55,000.00
A.2	BID ALTERNATE - OPTION 2 - FENCE REPLACEMENT	1	LS	1	LS	\$19,120.00	\$19,120.00
POPCO, INC. PS3101 BID TOTAL ALTERNATES							\$74,120.00
PUMP STATION 4001							
ITEM	ITEM DESCRIPTION	QUANTITY	UNIT	QUANTITY	UNIT	UNIT PRICE	AS SUBMITTED
POPCO, INC. UNDERGROUND UTILITY SERVICES							
1	MOBILIZATION, DEMOBILIZATION, INSURANCE, AND BONDS	1	LS	1	LS	\$59,000.00	\$59,000.00
2	DEMOLITION	1	LS	1	LS	\$35,000.00	\$35,000.00
3	TEMPORARY BYPASS PUMPING	1	LS	1	LS	\$75,000.00	\$75,000.00
4	CLEAN, INSPECT, AND REPAIR WET WELL	1	LS	1	LS	\$75,000.00	\$75,000.00
5	PIPING, SUPPORT, MISC. VALVES, APPURTENANCES	1	LS	1	LS	\$351,730.00	\$351,730.00
6	WATER SERVICE RELOCATION	1	LS	1	LS	\$4,500.00	\$4,500.00
7	ELECTRICAL	1	LS	1	LS	\$141,000.00	\$141,000.00
8	INSTRUMENTATION/SCADA	1	LS	1	LS	\$56,000.00	\$56,000.00
9	EROSION CONTROL	1	LS	1	LS	\$4,500.00	\$4,500.00
POPCO, INC. PS4001 BASE BID TOTAL							\$881,730.00
A.1	BID ALTERNATE - OPTION 1 - PUMP REPLACEMENT	1	LS	1	LS	\$85,000.00	\$85,000.00
A.2	BID ALTERNATE - OPTION 2 - FENCE REPLACEMENT	1	LS	1	LS	\$18,500.00	\$18,500.00
A.3	BID ALTERNATE - OPTION 3 - WET WELL COATING	1	LS	1	LS	\$30,000.00	\$30,000.00
POPCO, INC. PS4001 BID TOTAL ALTERNATES							\$133,500.00
PUMP STATION 4002							
ITEM	ITEM DESCRIPTION	QUANTITY	UNIT	QUANTITY	UNIT	UNIT PRICE	AS SUBMITTED
POPCO, INC. UNDERGROUND UTILITY SERVICES							
1	MOBILIZATION, DEMOBILIZATION, INSURANCE, AND BONDS	1	LS	1	LS	\$121,000.00	\$121,000.00
2	DEMOLITION	1	LS	1	LS	\$155,000.00	\$155,000.00
3	TEMPORARY BYPASS PUMPING	1	LS	1	LS	\$275,000.00	\$275,000.00
4	PERMANENT BYPASS PUMP AND FORCE MAIN CONNECTION	1	LS	1	LS	\$162,283.00	\$162,283.00
5	WASTEWATER PIPING, SUPPORTS, MISC. VALVES, APPURTENANCES	1	LS	1	LS	\$6,500.00	\$6,500.00
6	INSTRUMENTATION/SCADA	1	LS	1	LS	\$81,000.00	\$81,000.00
7	DRY PIT SUMP PUMP AND PIPING	1	LS	1	LS	\$821,121.00	\$821,121.00
8	DRY PIT WATER SERVICE	1	LS	1	LS	\$7,500.00	\$7,500.00
9	ELECTRICAL	1	LS	1	LS	\$215,000.00	\$215,000.00
10	ROOF REPLACEMENT	1	LS	1	LS	\$42,000.00	\$42,000.00
11	INFILL WALL OPENINGS	1	LS	1	LS	\$41,000.00	\$41,000.00
12	ELECTRICAL CONTROL ROOM	1	LS	1	LS	\$183,500.00	\$183,500.00
13	DOOR REPLACEMENT	1	LS	1	LS	\$18,000.00	\$18,000.00
14	CLEANING AND PAINTING	1	LS	1	LS	\$65,000.00	\$65,000.00
POPCO, INC. PS4002 BASE BID TOTAL							\$2,193,904.00
A.1	BID ALTERNATE - OPTION 1 - PUMP REPLACEMENT	1	LS	1	LS	\$275,000.00	\$275,000.00
A.2	BID ALTERNATE - OPTION 2 - PUMP DISCHARGE PIPING TO REMAIN IN PLACE	1	LS	1	LS	\$184,000.00	\$184,000.00
A.23	BID ALTERNATE - OPTION 3 - WET WELL COATING	1	LS	1	LS	\$85,000.00	\$85,000.00
POPCO, INC. PS4002 BID TOTAL ALTERNATES							\$176,000.00
POPCO, INC. PS3101, PS4001, PS4002 BASE BID TOTAL							\$3,853,309.00



Brunswick-Glynn

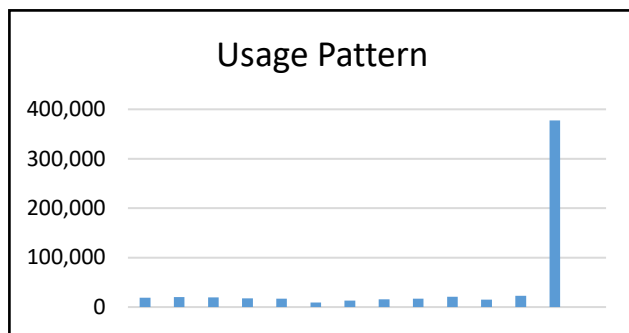
Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Andrew Burroughs, Executive Director
Date: Thursday, December 15, 2022
Re: Approval – Leak Adjustment – Alexandra Darraby

Background:

JWSC Customer Alexandra Darraby has requested a leak adjustment due to a large leak at 32 Frederica Oaks Lane. Baker Plumbing Company, Inc. has repaired the leak and usage has returned to normal levels. Section 2-16-63(h) of the Glynn County Ordinances requires any leak adjustment totaling \$2,000 or more to be presented to the Commission for final approval. The JWSC has approved suggested edits to the ordinance to increase this level to \$5,000; however, these changes have not been approved by the Glynn County Board of Commissioners at this time.



Month	Usage	Ratio to Normal
Previous 12 Month Average	17,283	1.0
October 2022	377,650	21.9

This item was presented to the Finance Committee on December 14, 2022.

Staff Report

Staff has reviewed this request for a leak adjustment and determined that it should be granted to the customer. The calculated amount of the leak adjustment is \$2,255.79 for the account holder. The leak adjustment forms and supporting documentation are attached.

Recommended Action

Staff recommends approving the leak adjustment in the amount of \$2,255.79 to the account of Alexandra Darraby.

Recommended Motion

“I move that the Brunswick-Glynn Joint Water and Sewer Commission approve the leak adjustment in the amount of \$2,255.79 to the account of Alexandra Darraby.”

Enclosures

Leak Adjustment Request

JWSC Water & Sewer Leak Adjustment

Customer #: 520311218
 Name: Alexandra S. Darraby
 Problem: Billing Adjustment
 Service Type: Water and Sewer
 Location: St. Simons Island
 Address: 32 Frederica Oaks Lane
 Address: St. Simons Island, GA 31522

- Leak on Customers Property
- Filled Pool
- Opened Account - Late
- Average Consumption
- Other (Specify)
- Adjustment
- Charge To Account

Name: Alexandra S. Darraby

Average Readings:	
Month	Actual Usage
Twelve Month's Prior History	
10/6/2021	19,010
11/5/2021	20,040
12/7/2021	19,670
1/7/2022	17,610
2/7/2022	16,830
3/7/2022	9,270
4/7/2022	13,110
5/6/2022	15,570
6/7/2022	16,930
7/11/2022	21,040
8/5/2022	15,340
9/6/2022	22,970

12 Mth. Average:	17,283
Twice Monthly Average:	34,565

Months with Leak:	
10/7/2022	377,650

Entered By:	Acct. No.: 520311218
	Transaction Code: Leak Adjustment

Adjustment Calculations:			
Month	Usage		Adjustment
10/7/2022	180,184		\$ (2,255.79)
Adjustment Amount			\$ (2,255.79)
Usage Pattern			
<p>The bar chart displays monthly usage. The y-axis ranges from 0 to 400,000. Most months show usage below 100,000. The bar for 10/7/2022 is significantly higher, reaching approximately 377,650.</p>			
Adjust-ment Amt.	+ or -	Description	
\$ (2,255.79)	-	Leak 10/7/2022	

Prepared By: DENISE PINKNEY

Date: 11/14/2022

Approved By: _____

Date: _____

Entered By: _____

Date: _____

Billing History Report

Name ALEXANDRA SLOAN DARRABY
 Account# 520311218
 Service Type Water at Service Location 32 FREDERICA OAKS LN
 From: 10/06/2021
 To: 11/13/2022

Bill Date	Bill Days	Consumption	Total Charges
10/08/2021	29	19,010.0000	59.96
11/08/2021	31	20,040.0000	63.70
12/08/2021	30	19,670.0000	62.34
01/10/2022	33	17,610.0000	54.90
02/08/2022	29	16,830.0000	52.09
03/09/2022	29	9,270.0000	24.79
04/08/2022	30	13,110.0000	38.66
05/09/2022	31	15,570.0000	47.54
06/08/2022	30	16,930.0000	52.45
07/11/2022	33	21,040.0000	76.56
08/08/2022	28	15,340.0000	51.94
09/08/2022	31	22,970.0000	86.19
10/10/2022	32	377,650.0000	1,856.04
11/08/2022	29	24,720.0000	94.92
Totals	425	609,760.0000	2,622.08
Averages		43,554.2857	187.29

Billing History Report

Name ALEXANDRA SLOAN DARRABY
 Account# 520311218
 Service Type Sewer at Service Location 32 FREDERICA OAKS LN
 From: 10/06/2021
 To: 11/13/2022

Bill Date	Bill Days	Consumption	Total Charges
10/08/2021	29	19,010.0000	139.22
11/08/2021	31	20,040.0000	147.18
12/08/2021	30	19,670.0000	144.32
01/10/2022	33	17,610.0000	128.40
02/08/2022	29	16,830.0000	122.37
03/09/2022	29	9,270.0000	63.93
04/08/2022	30	13,110.0000	93.61
05/09/2022	31	15,570.0000	112.63
06/08/2022	30	16,930.0000	123.14
07/11/2022	33	21,040.0000	154.91
08/08/2022	28	15,340.0000	110.85
09/08/2022	31	22,970.0000	169.83
10/10/2022	32	377,650.0000	2,911.50
11/08/2022	29	24,720.0000	183.36
Totals	425	609,760.0000	4,605.25
Averages		43,554.2857	328.95

Denise Pinkney

From: Olivia Cummings
Sent: Wednesday, October 26, 2022 11:27 AM
To: Denise Pinkney
Subject: FW: Leak Adjustment Request Form - 32 Frederica Oaks Lane
Attachments: doc.jpg

-----Original Message-----

From: Brunswick-Glynn Joint Water & Sewer Commission <info@bgjwsc.org>
Sent: Tuesday, October 18, 2022 9:58 AM
To: General Information <info@bgjwsc.org>
Subject: Leak Adjustment Request Form - 32 Frederica Oaks Lane

Customer Name: jeffrey meyers
Service Address: 32 Frederica Oaks Lane
Account Number: 520311218
Date Leak Identified: 2022-10-06
Date Leak Repaired: 2022-10-07
Cell Phone Number: 3104862514
Email Address: jgarthmeyers@gmail.com
Nature and Location of Leak: Leak in front yard at water meter Description of the Repair Work Completed: cut our bad pipe used coupling to repair.
I am 80 years old// my wife was away for the week/ I am unable to get around/ I am a cancer patient and pay approximately \$1000 per month in uninsured cancer related meds/ I am retired.

310-486-2514

Email: LiveOaksLane@gmail.com

REMOVE BEFORE PLACING
VEHICLE IN MOTION

GEORGIA

PERSONS WITH DISABILITIES
PARKING PERMIT

P3107746

THIS PERMIT IS VALID FOR USE
ONLY BY THE PERSON WHOSE
NAME APPEARS BELOW



APPLICANT INFORMATION

JEFFREY GAYTON HAYDEN
GLYNN COUNTY
EXPIRES: 09-Jan-2024



**SOUTHERN
ORTHOPAEDICS
& SPORTS MEDICINE**

A Joint Effort

Dr. Michael J. Dunn Dr. Ralph W. Morales Richard C. Sipe, PA-C
Dr. J. Kevin Brooks Dr. Raymond F. Topp A. Blake Barrett, PA-C
Mark Dunham, NP-C

Patient: Jeffrey Hayden Date: 10/31/23

- I will certify the above patient is under my professional care
- Patient was treated by me in my office today
- Patient is temporarily disabled and will be re-evaluated
- Patient is totally disabled at this time, to be released at an unknown date
- Patient is released to return to work/school on:
 - Regular Duty
 - Light Duty

Restrictions

*Has severe Right knee arthritis with pain pattern
that limits mobility. Please accommodate
appropriately.*

Patient is to have an PT for _____

Patient is to stay out of school for _____

Dr. _____

3031 GLYNN AVENUE, BRUNSWICK, GA 31520
PHONE (912) 265-9000 FAX (912) 266-7200

Baker Plumbing Company, Inc.
PO Box 21727
St. Simons Island, GA 31522
912-638-4399

INVOICE

Jeffrey Hayden
32 Prince Street
St Simons, GA

Invoice
DATE: 10/31/23
PHONE:
JOB LOCATION:
TAX ID: 30-0000000
SERIAL:
ENCLOSURE:

DATE DESCRIPTION AMOUNT

*Plumbing work to
install water heater
for hot water
in bathroom
at Prince Street house*

• *PLUMBING* : *10/31/23* = *20.00*
• *Service* : = *10.00*

TOTAL **30.00**

Baker Plumbing Co.

Chris
Thank You



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Andrew Burroughs, Executive Director
Date: Thursday, December 15, 2022
Re: Contract Award – Academy Creek WPCF Grit Panel Replacement

Background:

The Academy Creek WPCF has been undergoing extensive rehab since December 2020. Replacement of the bar screens was included, but no work was included on the grit removal system immediately downstream of the bar screens. With the new bar screens online, a review of grit system operations has been performed. It has been determined that a replacement of the control panels for these systems would be beneficial.

Staff Report

Staff solicited quotes for the construction and install of new control panels as well as the SCADA integration of the new panels. Two quotes were received and are shown below. Note that Electric Machine Control has been the SCADA integrator for the JWSC for approximately 5 years. EMC's quote includes the cost of SCADA integration whereas Pump & Process does not include SCADA integration.

Provider	Equip + Install	SCADA*	Total Cost
Pump & Process Equipment	\$39,560.00	\$4,500.00	\$44,060.00
Electric Machine Control	\$39,814.00	\$4,500.00	\$44,314.00

These upgrades will be funded by the Academy Creek Operations budget.

This item was presented to the Facilities and Finance Committees on December 14, 2022.

Recommended Action

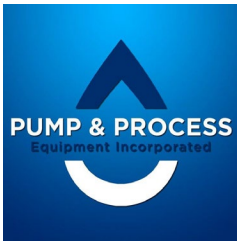
Given the closeness of the two quotes, staff recommends moving forward with a single contract award to Electric Machine Control in the amount of \$44,314.00. Having a single contractor will make integration more seamless and eliminate potential concerns of liability if something does not function as intended.

Recommended Motion

"I move that the Brunswick-Glynn Joint Water and Sewer Commission approve a contract award to Electric Machine Control, Inc. in the amount of \$44,314.00 for grit system control panel replacement at the Academy Creek WPCF."

Enclosures

Pump & Process Proposal
Electric Machine Control Proposal



Pump and Process Equipment

Sales
Service
Support

8343 Roswell Road, Suite 315
Atlanta, GA 30350
Cell (912) 659-6180
Office (770) 814-0402

September 23, 2022

Quote #21-1104Gr1

To: David Grantham @ BGJWSC
From: Jay Boudreaux @ Pump & Process Equipment, Inc.
Re: Academy Creek Grit Panel

Pump and Process Equipment, Inc. is pleased to offer the following equipment for your consideration:

- (1) New Grit Panel to Control:
 - Grit Pump 1 and 2
 - Grit Paddles 1 and 2
 - Grit Classifier
 - Grit Washer

Maple Systems HMI
 NEMA 3R 5KVA Transformer
 Allen Bradley Micro 850, Programmed Based on Specifications
 NEMA 4X 304SS Enclosure
 HOA's, Timers, CT's, Control Relays, Internal Power Supply, Fuses Per Specifications
 Submittal, Start-up and Training
- (1) Installation includes: Remove existing control panels, remove and relocate existing equipment rack, install new control panel, remove and replace (2) conduits for grit pumps and reconnect pipe to existing disconnects, reroute existing feeder conduits, and reconnect to new control panel with air gap, disconnect any unused pipe and remove, run pipe to existing conveyor and make all electrical connections.

Price \$39,560.00

Notes: Estimate based on March 26th Email from David Grantham, Existing Control Panel Drawing and Site Visits.

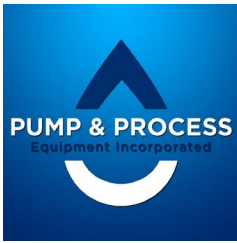
Freight and Taxes Not Included. Our Payment Terms Are Net 30 Days.

We appreciate the opportunity to offer this proposal for your approval and look forward to earning your business. Should you have any questions or need any additional information please do not hesitate to contact us.

Sincerely,

Jay Boudreaux

Jay Boudreaux
Pump and Process Equipment Inc.



Pump and Process Equipment

8343 Roswell Road, Suite 315
Atlanta, GA 30350
Cell (912) 659-6180
Office (770) 814-0402

Sales
Service
Support

jay@pumpandprocess.net
912-659-6180

Brunswick Glynn Joint Water & Sewer Commission
Academy Creek WWTP – Grit Panel Upgrade
November 16, 2022

Proposal No. EM220281, Rev. 1



Proposal for

**Brunswick Glynn Joint Water & Sewer Commission
2909 Newcastle Street
Brunswick, GA 31520**

**Attention:
David Grantham, SCADA Systems Administrator**

Academy Creek WWTP – Grit Panel Upgrade

November 16, 2022

Proposal No. EM220281, Rev. 1

Proposal Prepared by:
Brian Thomason
205-612-0723

ELECTRIC MACHINE CONTROL, INC.
7015 Haisten Drive
Trussville, AL 35173

(205) 661-3998
(800) 362-0545
www.emcinc.com



1.0 Introduction

In accordance with your request Electric Machine Control will provide BGJWSC with a new Influent Grit System Control Panel at the Academy Creek WWTP.

Electric Machine Control will provide the material as specified, PLC programming, HMI/SCADA Graphics programming, drawings and documentation and Field Start-up and Commissioning as required.

2.0 Proposed Scope of Supply

Electric Machine Control will provide the Influent Grit System Control Panel at the Academy Creek WWTP in Brunswick, GA as requested. This proposal supersedes our original proposal for this project EM210110, dated April 21, 2021.

EMC will provide a new NEMA 4X Stainless Steel Control Panel with MicroLogix 1400 PLC with associated I/O, Maple Systems 7" Touchscreen, Power Supply, Surge Suppression, and all associated panel control components. The panel provided will be field installed by others and EMC will provide start-up and commissioning services.

The control system will utilize the Allen-Bradley ML1400 with appropriate I/O to control the existing motors in service. A Maple Systems 7" Touchscreen will be utilized for system configuration and control along with pertinent operators for each motor.

The control scheme will be based on a control narrative provided by Academy Creek operations.

Brunswick will provide an electrical contractor to remove the existing control panels, remove and relocate existing equipment rack, install the new control panel, remove and replace the two (2) conduits for the grit pumps and reconnect the pipe to existing disconnects, reroute existing feeder conduits, and install the new control panel.



EMC will provide a Field Service Engineer to provide start-up and commissioning of the new controls.

EMC will provide the following:

- Engineering as described
- Material as outlined
- PLC Programming
- HMI/SCADA Programming
- Drawings Modifications
- Start-up and Commissioning Services

2.1 Equipment

Electric Machine Control will provide the following equipment for the Academy Creek WWTP – Grit Panel Upgrade:

Manufacturer	Description	Qty.
Saginaw	42x60x12 SS Flange Mount	1
Saginaw	Backpan	1
Saginaw	Drip shield	1
Saginaw	Mounting feet	1
Saginaw	Dead front	2
AB	140G - Molded Case Circuit Breaker, G frame, 25 kA Interrupt Rating, T/M - Thermal Magnetic, 3 Poles, Rated Current 80 A	1
AB	140G/1494V Product Handle Accessories/Operating Mechanisms, 140G Flange Cable - Plastic Actuator, Non-Metallic Flange Handle, 3 ft.	1
AB	Frame-G, Terminal Cover, 3p, Qty 2, High	2
AB	Frame-G, Terminal Lug, Qty 3, FCCu 1x14-1/0(2.5-50)	1
AB	Frame-G, Multi Terminal Lug, Qty 3, 6x14-2(2.5-35)	1
SQ D	20 AMP, 1 pole breaker	10
Phoenix Contact	24VDC, PLC Relay and Base	30
AB	Auxiliary Contact Block, Front Mounting, 2 N.O. 2 N.C., Front Mounting, Starting at 5- , 2 N.O. - 2 N.C.	6
AB	MPCB, Standard Magnetic Trip (Fixed at 13 x le), 10 - 16 A, Std. Performance, Frame Size C	6



Proposal No. EM220281, Rev. 1

AB	100-C IEC Contactor, 24V DC Electronic Coil, Screw Terminals, Line Side, 16A, 1 N.O. 0 N.C. Auxiliary Contact Configuration	6
AB	30.5mm Type 4/4X/13 Mom. Contact PB, Non-Illum., Black, Flush Head, 2 NO-2 NC, Finger Safe Guards	10
AB	30.5mm Type 4/4X/13 Pilot Light, LED, Red, 12-130V AC/DC, 1 NO-1 NC, Finger Safe Guards	10
AB	30.5mm Type 4/4X/13 2 Pos Sel. Switch-Non-Illum., White, Std. Knob Maintained, 2 NO-2 NC, Finger Safe Guards	6
AB	MicroLogix 1400, 12 Digital fast 24V DC Inputs, 8 Digital 24V DC Inputs, 6 Relay Outputs, 3 Fast 24V DC Outputs, 3 Normal 24V DC Outputs, 4 Analog (12 bits) Inputs, 2 Analog (12 bits) Outputs, 24V DC Power	1
AB	16 Point 24 VDC Sink/Source Input Module	1
AB	8 Point VAC/VDC Relay Output Module	1
Square D	5000VA transformer 3R Mounted on Outside of Panel	1
Federal Signal	120VAC horn	2
Federal Signal	Strobe Light	2
Phoenix	24VDC, 10amp power supply	1
Phoenix	Terminal Block	300
ENM	Runtime Meter	6
Phoenix	Surge Suppression	1
Phoenix	5 port ethernet switch	1
AcuAMP	Current Sensing Relay	6
Maple Systems	Maple Systems 7 In. Touch Screen, Ethernet	1

Note: Miscellaneous Control Components specified above are for quoting purposes only. Actual manufacturer of components may be modified as needed to facilitate timely delivery of the specified control panel. (PLC and HMI hardware excluded).

2.2 Engineering and Technical Services

Description	EMC Provided
Engineering and Technical Services	<ul style="list-style-type: none"> • Application Engineering • Design Engineering • Panel Fabrication • PLC Programming

Brunswick Glynn Joint Water & Sewer Commission
Academy Creek WWTP – Grit Panel Upgrade
November 16, 2022

Proposal No. EM220281, Rev. 1



	<ul style="list-style-type: none">• HMI/SCADA Graphics Programming• Panel Testing• Drawings
Start-up – Not Included	<ul style="list-style-type: none">• Not Included per customer request. Customer will handle startup requirements.



3.0 Pricing

**Brunswick Glynn Joint Water & Sewer Commission
Academy Creek WWTP – Grit Panel Upgrade
\$44,314.00**

Note: Project Engineering includes the design, panel layout, PLC programming, HMI programming, HMI Screen development, SCADA Engineering, SCADA Design, and SCADA Screen Development.

The SCADA Engineering, Design, and Screen Development breakout price is \$4,500.00 of the total price above.

Note: No travel and living expenses are included in the start-up estimate.

Payment Terms:

- 25% Payment Due Upon Receipt of Order.
- 65% Payment Due Upon Shipment.
- 10% Payment Due Start-up and Acceptance by BGJWSC.

Note: All progress Payment Terms are Net 30 Days.

Delivery Schedule:

- To be determined.

Freight:

- F.O.B. Trussville, Alabama – Freight Prepaid and Add or Freight Collect.



**ELECTRIC MACHINE CONTROL, INC.
TERMS AND CONDITIONS OF SALE**

A. Acceptance

This quotation, together with any other documents incorporated herein or attached hereto, constitutes an offer to supply Buyer the goods to be purchased (or, in the case of software (including embedded microcode, subroutines and other computer code whether provided solely in object or in object code and source code), licensed) pursuant to this quotation. This quotation supersedes any prior oral or written communications between Seller and Buyer. BY ACCEPTING THE GOODS, OR ORDERING THE GOODS, BUYER AGREES TO AND ACCEPTS THE TERMS AND CONDITIONS APPLYING TO THE SALE OF THE GOODS PURCHASED PURSUANT TO THIS QUOTATION. BUYER'S ACCEPTANCE OF THIS OFFER IS EXPRESSLY LIMITED TO THE TERMS AND CONDITIONS CONTAINED HEREIN. ANY ADDITIONAL OR DIFFERENT TERMS OR CONDITIONS, INCLUDING THOSE CONTAINED IN BUYER'S PURCHASE ORDER OR ACCEPTANCE OF THIS OFFER, ARE HEREBY OBJECTED TO. These terms and conditions shall also govern any services rendered to Buyer. If any terms or conditions in the purchase order or acceptance of this offer are in conflict or not identical to the terms of this offer, the terms and conditions of this offer shall prevail. This offer may be withdrawn or modified by Seller at any time prior to Buyer's acceptance of the terms and conditions contained herein, and unless otherwise stated will expire automatically 30 days from the date hereof unless so accepted by Buyer. Acceptance is effective only upon receipt of acceptance by Seller.

B. Prices – Prices are:

1. Subject to change without notice prior to acceptance of Buyer's order by Seller.
2. Exclusive of all Federal, State, Municipal or other Government Excise, Sales, Use, Occupational or like taxes now in force or to be enacted in the future.
3. Subject to an increase equal in amount to any tax the Seller may be required to collect or pay upon the sale of the items quoted.
4. Quoted F.O.B. place of manufacture.

C. Terms

1. The terms of payment for goods are as follows unless otherwise specified.
 - a. Net cash within thirty (30) days from the date of invoice unless otherwise specified by Seller to Buyer with approved credit. Buyer to supply satisfactory credit references.
 - b. Any progress payment terms offered will be net 30 days.
2. Interest may be charged at the rate of 1 ½ % per month or the maximum rate allowed under state law if it is a lesser number, on any payments which are not received by the due date. Any expenses of collection, including reasonable attorney's fees, shall be borne by Buyer.
3. Seller reserves the right to modify these terms for export business and special projects.

D. Shipping Estimates

1. The shipping date shown in this quotation is approximate and dependent upon prior sales and circumstances beyond Seller's control.
2. Shipping date will be computed from the date of receipt of all data required to enable complete engineering or acceptance of Buyer's order as provided in the Acceptance paragraph above, whichever is later.
3. Every effort will be made to effect shipment within the time stated, but Seller will not be liable for any damages resulting directly or indirectly from fire, embargo, strikes, or acts of God, civil strife or insurrection, transportation delay, whether at place of manufacture or elsewhere, or from delay by reason of any rule, regulation or order of any government authority directly affecting delivery, or from other causes beyond Seller's control. In the event of such a delay, the shipping date shall be extended for a reasonable length of time at least equal to the period of such delay.
4. Any change in Buyer's requirements will require confirmation or revision of estimated shipping date.
5. IN NO EVENT SHALL SELLER BE LIABLE FOR ANY INCIDENTAL, SPECIAL, DIRECT, OR CONSEQUENTIAL DAMAGES OCCASIONED BY DELAYS, WHETHER OR NOT SUCH DELAYS ARE BEYOND SELLER'S CONTROL.

E. Delivery

Unless otherwise specified on this quotation, all goods shall be shipped F.O.B. Seller's place of manufacture, at which point title and risk of loss to the goods shall shift to Buyer. Seller undertakes only to deliver the goods to the carrier, to make a reasonable contract of carriage for their transportation, to obtain and deliver or tender such documents as may be necessary to enable Buyer to obtain possession, and to promptly notify Buyer of the shipment. Specifications or arrangements relating to the shipment of the goods covered by this agreement are at Seller's option.

F. Installation

1. When deemed necessary by Seller, or when required by Buyer's purchase order and included in Seller's price quotation, Seller or its agent will supply a service representative to provide technical direction for setting up and demonstrating the operation of the goods.
2. All cost incident to the erection and installation shall be borne by the Buyer. Additional or special services will be quoted on request.

H. Warranty

1. Any goods or parts thereof covered by this quotation which under normal operating conditions in the plant of the original user thereof, proves defective in material or workmanship within 12 months from start-up of equipment or 18 months from date of shipment by Seller which ever



comes first as determined by an inspection by Seller, will be repaired or replaced at our discretion, at our plant free of charge, provided that Buyer promptly sends Seller written notice of the defect and establishes that the goods have been properly installed, maintained and operated within the limits of rated and normal usage. The liability of Seller under this warranty or for any loss or damage to the goods, whether the claim is based on contract or negligence, shall not in any case exceed the purchase price of the goods, and upon the expiration of the warranty period, all such liability shall terminate. This warranty, as it relates to electronic control units, only applies if the user has in his employ qualified maintenance personnel.

With regard to software, Seller warrants that such software will comply with the specifications, if any, published by the Seller with respect to the software. Buyer, as licensee, acknowledges and agrees that the software will not run uninterrupted or problem free. In the event the software proves defective within one year from the date of shipment by Seller, Seller will, if commercially practicable, repair such software to conform to specifications or provide replacement software.

2. The terms of this warranty do not in any way extend to any goods purchased or manufactured (with respect to this quotation) which have a separate warranty or life under normal usage inherently shorter than the one year period indicated above. Subject to the terms and conditions set forth herein, the warranty on any purchased goods is expressly limited to those offered by their respective manufacturer and which Seller may pass through to Buyer.
3. This warranty shall be void and Seller shall not be liable for any breach of warranty if the goods or parts thereof covered by this quotation shall have been repaired or altered by persons other than Seller, unless expressly authorized by Seller in writing.
4. THE FOREGOING WARRANTY IS EXCLUSIVE AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE DESCRIPTION ON THE FACE HEREOF. ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE HEREBY EXPRESSLY DISCLAIMED BY SELLER AND ARE EXCLUDED FROM THIS AGREEMENT. SELLER SHALL NOT BE LIABLE FOR ANY INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES RESULTING FROM ANY BREACH OF WARRANTY.

I. Limitation of Liability

1. BUYER'S EXCLUSIVE REMEDY FOR BREACH OF WARRANTY SHALL (AT SELLER'S SOLE DISCRETION) BE THE REPAIR OR REPLACEMENT OF DEFECTIVE GOODS, AND SUCH REMEDY IS EXPRESSLY IN SUBSTITUTION OF ANY AND ALL REMEDIES OTHERWISE PROVIDED UNDER THE UNIFORM COMMERCIAL CODE OR OTHER STATE OR FEDERAL LAW. Provided, however, if the goods are incapable of being repaired or replaced, Buyer's exclusive remedy shall be money damages, but such damages shall not exceed the purchase price of goods.
2. Any claim for breach of Seller's warranty must be in writing addressed to Seller, must set forth the alleged defect in sufficient detail to permit its easy identification by Seller and must be made no later than 10 days after the discovery of the breach. Any breach of warranty claim not made within one year of shipment of goods by Seller will not be honored by Seller and will be of no force and effect.
3. Seller's liability on any claim of any kind, including negligence for any loss or damage arising out of, connected with or resulting from this quotation, or from the performance or breach thereof, or from the design, manufacture, sale, services rendered, delivery, resale, installation, technical direction of installation, inspection, repair, operation or use of any goods covered by or furnished under this quotation shall in no case (except as provided in the paragraph entitled Property and Patent Rights), exceed the purchase price allocable to the goods and shall terminate on year after the goods have been shipped.
4. IN NO EVENT SHALL SELLER, NOR ITS AFFILIATED BUSINESSES, NOR THE OFFICERS, DIRECTORS, AGENTS AND EMPLOYEES OF THE FOREGOING, BE LIABLE TO BUYER, (NOR TO ANY THIRD PARTY) IN ANY ACTION OR CLAIM FOR DIRECT, CONSEQUENTIAL, SPECIAL AND/OR INCIDENTAL DAMAGES, LOSS OF PROFITS, LOSS OF OPPORTUNITY, LOSS OF PRODUCT OR LOSS OF USE, WHETHER THE ACTION IN WHICH RECOVERY OF DAMAGES IS SOUGHT IS BASED ON CONTRACT, TORT (INCLUDING PRODUCT LIABILITY, SOLE, CONCURRENT OR OTHER NEGLIGENCE AND STRICT LIABILITY), STATUTE OR OTHERWISE. TO THE EXTENT PERMITTED BY LAW, ANY STATUTORY REMEDIES WHICH ARE INCONSISTENT WITH THESE TERMS ARE WAIVED. IN THE EVENT THAT ANY OTHER TERM OF THIS AGREEMENT IS FOUND UNCONSCIONABLE OR UNENFORCEABLE FOR ANY REASON, OR ANY EXCLUSIVE REMEDY FAILS OF ITS ESSENTIAL PURPOSE, THIS PROVISION OF WAIVER BY AGREEMENT OF DIRECT, CONSEQUENTIAL, SPECIAL AND/OR INCIDENTAL DAMAGES SHALL CONTINUE IN FULL FORCE AND EFFECT.

J. Property and Patent Rights

1. With regard to software, Seller is granting to Buyer a non-transferable, nonexclusive license to use such software solely on computer systems owned or leased by Buyer, and solely for use by Buyer in Buyer's business. Other than this license, Seller is not granting any right title or interest in the software. Furthermore, Seller retains to itself any and all property rights in and to all designs, inventions and improvements pertaining to any goods designed in connection with the quotation and to all patents, trademarks, copyrights and related property rights arising out of the work done in connection therewith. Buyer expressly agrees that it will not assert any rights to property rights retained herein by Seller.
2. As to any goods, or parts thereof, manufactured to Buyer's design specifications, Seller assumes no liability whatsoever for patent infringement and Buyer shall indemnify and hold Seller harmless from any liability arising out of the infringement of any patent in the manufacture, sale or use of any goods described in Buyer's specifications.

Buyer agrees to treat as confidential and to safeguard against disclosure to any other person or entity all such software licensed pursuant to these terms and conditions. Buyer acknowledges the Seller possesses intellectual property rights in such software and owns the copyright in and to such software, and further expressly agrees that it will not copy (except for one backup copy that may be maintained by Buyer solely for archival purposes), decompile, disassemble, reverse engineer or attempt to reverse engineer any software licensed pursuant to these terms and conditions nor will Buyer assist others in doing or attempting to do so. To the extent that Buyer makes permitted copies of any software or other intellectual property provided pursuant to these terms and conditions, Buyer will reproduce any and all proprietary notices contained on or in such software or intellectual property.

K. Reservation of Rights in Respect to Seller's Other Products

Seller reserves the right to make improvements and changes in design upon its goods without any obligation to make such changes or improvements upon the goods that are the subject of this quotation or on goods previously manufactured and sold by it.



L. Limitation of Actions

Any statute or law to the contrary notwithstanding, any action to recover for any loss or damage arising out of or connected with, or resulting from this quotation, or from the performance or breach thereof must be commenced within a one year period after the cause of action accrues to Buyer, unless otherwise extended by Seller in writing. It is expressly agreed that there are no warranties of future performance pertaining to the goods that are the subject of this quotation that would extend such one year period of limitation.

M. Cancellation

In the event Buyer requests Seller to stop work or cancel the order or any part thereof, cancellation charges shall be paid to Seller as follows: (i) any and all work that is complete or scheduled for completion within thirty days of the date of notification in writing to stop work or to cancel, shall be invoiced and paid in full and; (ii) for work in process, other than covered by item (i), and any materials and supplies procured, or for which definite commitments have been made by Seller in connection with Buyer's order, the Buyer shall pay the actual costs and overhead expenses determined in accordance with good accounting practices, plus 15% and; (iii) an amount equal to 15% of the difference between the cancellation charge as computed in item (ii) and the full purchase price of the goods will be charged as compensation for business irretrievably lost as a result of accepting a purchase order based on this quotation and having said purchase order canceled by the Buyer and; (iv) Buyer shall promptly instruct Seller as to the disposition of the goods and Seller may, if requested in a writing signed by Buyer, hold the goods for Buyer's account. All costs of storage, insurance, handling, boxing or other costs in connection therewith shall be borne by Buyer.

N. Applicable Law

This quotation and the rights and obligations of the parties, shall be construed pursuant to the laws of the State of Alabama, excluding Alabama's conflict of laws. Buyer and Seller acknowledge that this agreement necessarily involves, and is entered into in furtherance of, interstate commerce. All disputes based on or arising out of this agreement shall be resolved by binding arbitration and governed pursuant to the rules of the American Arbitration Association. In no event shall any arbitrator expand nor restrict any of the party's respective rights nor obligations beyond those as set forth in this agreement.

O. Waiver of Terms and Conditions

Failure or delay of Seller to insist upon strict performance of any of the terms and conditions of this quotation or to exercise any rights or remedies provided herein or by law, shall not release Buyer from any of the obligations of this quotation and shall not be deemed a waiver of any right of Seller to insist upon strict performance hereof or of any rights or remedy of Seller as to any prior or subsequent default hereunder. The headings used herein are for convenience only and shall be given no legal effect.

P. Indemnification by Buyer

Buyer shall indemnify, defend, save and hold Seller, its affiliated businesses (and the directors, officers, employees, agents of the same) and any person acting for or on its behalf, harmless from and against any and all liability, damage, loss, claims, demands, judgments and actions of any nature whatsoever which are claimed to arise out of, result from or connected with (i) engineering specifications, data or criteria furnished by Buyer to Seller (provided Seller manufactures the goods in accordance with such specifications, data or criteria); (ii) changes in criteria made by Buyer; (iii) Buyer's negligence, errors or omissions in Buyer's performance or non-performance of its obligations under this agreement; or (iv) the failure by Buyer, its agents, employees or anyone acting through or on its behalf, to properly operate the goods in accordance with manuals, directions or other operating specifications furnished by Seller to Buyer.

Q. Complete Agreement

Any orders received by Seller in response to this quotation shall not be binding or firm orders until approved by Seller. This quotation, when accepted by Buyer in accordance with the Acceptance paragraph hereof, and/or when Seller's acknowledgment of receipt of acceptance is given to Buyer, shall constitute the entire agreement between the parties relating to this quotation and the goods provided pursuant thereto, shall supersede all previous communications or understandings between Buyer and Seller with respect to the subject matter hereof, and no alteration or addition to this quotation shall be binding on Seller unless it is in a writing signed by Seller's duly authorized officer.



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Andrew Burroughs, P.E., Executive Director
Date: Thursday, December 15, 2022
Re: Contract Award – Paving Services for Rose Cottage Lane

Background:

JWSC has been attempting to receive quotes on a large asphalt repair due to completed work on St. Simons Island. The force main from Pump Station 2030 runs along Rose Cottage Lane and was installed approximately six years ago. The roadway has experienced trench settlement along the force main route. JWSC has paved a smaller section of the roadway in the past two years, but additional settlement has occurred. The roadways in the Hamilton Landing subdivision are private and the maintenance of these roadways is the responsibility of the property owners' association.

This item was presented to the Facilities Committee and Finance Committees on November 16, 2022 where additional information and photographs were requested by the Commissioners.

Staff Report

JWSC staff has struggled to receive paving quotes for this area but was able to get two quotes for the work which includes approximately 1,300 linear feet of full width milling and resurfacing with 1.5 inches of asphalt along Rose Cottage Lane. Given the additional settlement that has occurred, staff believes it is appropriate to mill and repave the areas already patched to ensure a uniform product upon completion. Staff has paving contractors throughout southeast Georgia and northeast Florida to complete this work and received quotes from two (2) contractors as shown below.

<u>Contractor</u>	<u>Cost</u>
J. Hiers Company, Inc.	\$82,750.00
Allen Owens Construction and Paving, Inc.	\$103,718.50

This item was presented to the Facilities and Finance Committees on December 14, 2022.

Funding

Funding for these repairs will come from the Systems Pumping and Maintenance annual operations budget.

Recommended Action

Staff recommends awarding a contract for paving of Rose Cottage Lane to J. Hiers Company, Inc. in the amount of \$82,750.00.

Recommended Motion

“I move that the Brunswick-Glynn Joint Water and Sewer Commission award a contract in the amount of \$82,750 to J. Hiers Company, Inc. for the paving of Rose Cottage Lane.”

Enclosures

J Hiers Quote
Allen Owens Quote
Photos from Neighborhood



1. Previous roadway resurfacing completed by JWSC contractor in 2021.
2. End of previous roadway resurfacing showing depression near center of travel lane.
3. Additional settling near center of travel lane not previously resurfaced.
4. Travel lane holding water from property irrigation in depression.
5. Roadway conditions on Stiles Lane within Hamilton Landing subdivision.
6. Roadway conditions on East Field Lane within Hamilton Landing subdivision.



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Todd Kline, P.E., Director of Engineering
Date: Thursday, December 15, 2022
Re: APPROVAL – Change Order #2; Arco Area Water & Sewer Extension

Overview

- Who: Thomas & Hutton Engineering Co. (Engineer of Record) and UWS, INC (Contractor)
- What: Request for Additional Funding and Time Extension to the construction contract.
 - Notice to Proceed: March 07, 2022 (345 days contract time)
 - Contract Amount (Funding): \$3,821,753.38
 - Request for Time Extension: 150 days (Proposed Final Date July 15, 2023)
 - Request for Addition Funding Amount: \$43,170.00
- Why: Compensation for additional sewer installation and additional contract time due to materials delays/permitting/design changes.

Staff Report

JWSC staff received and reviewed a Change Order No. 2 recommendation letter dated December 07, 2022, from Thomas & Hutton Engineering Co. (EOR). The Contractor has requested additional funding in the amount of \$43,170.00 to install an additional (3) manholes, 90LF of 8-inch sewer, installation of services to serve additional homes in the area, 600SY asphalt removal and replacement and re-route sewer utilizing the 5th street connection point.

A design modification of installing the last two sections of sewer at 0.32% slope and deleting 0.1' drop through manholes will allow for the sewer to be installed approximately 2' shallower and solve the potential issues of surcharging/back-ups in the future. This re-route will also eliminate the need for obtaining easements to facilitate the installation of sewer per the original approved plan.

The Contractor has also requested an additional 150 days of contract time due to supply chain delays for manhole structures/materials, permitting, sewer re-route design changes.

Recommended Action

To prevent additional delays and ensure water service is extended to all residents as originally intended, Staff recommends approval of the Contractor's request for additional funding and time extension to the construction contract in the amount of \$43,170.00 and 150 days.

Recommended Motion

"I move that the Brunswick-Glynn Joint Water & Sewer Commission recommend approval of Change Order No. 2 to the Arco Area Water & Sewer Extension to UWS, INC to increase the contract amount by \$43,170.00 and contract time by 150 consecutive calendar days."

Enclosures

Thomas & Hutton Recommendation of Approval
Thomas & Hutton CO#2
Thomas & Hutton Re-route Exhibit

To: Harry Patel, BGJWSC
FROM: Chris Stovall, P.E.
Project: JWSC Project No. #2016
Arco Water & Sewer Improvements
Change Order #2
Date: December 9, 2022

Harry,

Pursuant to a request from the contractor for Change Order #2, the following is provided concerning justifications and recommendations for the work that will allow for the sewer to be raised coming into the 6th Street Connection Point and the potential for a new connection point to alleviate concerns with impacts to an existing structure.

There are two issues with the current Connection Point at 6th Street that make the current design difficult to construct and also may hamper operations over time.

1. The proposed sewer has to thread between an existing large storm culvert and an existing house. There is concern from the contractor whether the house may be impacted by the new sewer installation, potentially leading to settlement/cracking in the house foundation. Due to the distance from the house (approximately 18'), future repairs may also be difficult should the need arise.
2. Due to the depth of the existing storm pipe, the sanitary sewer main has to be installed deep so that it can cross under the storm pipe to serve areas to the north of 6th Street. Because of the required depth, the new sanitary sewer main cannot "match crowns" with the existing 30-inch sewer at the Connection Point manhole, as would be preferred. Because of the storm sewer restraints, the sanitary main was designed with approximately to be only 0.5' above the existing manhole invert, but would ideally be approximately 1.83' above the existing invert to prevent possible backups/surcharges from the existing 30-inch sewer.

Thomas & Hutton has reviewed several options to raise the proposed sewer and developed a plan that alleviates the issues from the potential back-ups/surcharges and also has reviewed options that would provide for an alternate route for the sewer so that the house in question will not be impacted.

House Impact: Two alternatives were reviewed for new routes. One was to install sewer down an existing alleyway to the rear of the house. This option would require a similar pipe length, but an additional manhole, plus three easements and major tree clearing so it is considered the least favorable option. The second option is to install the last section of the proposed sewer to an existing manhole on 5th Street (also with existing 30-inch pipe). The 5th Street option will require an additional manhole and approximately 100 additional linear feet of sewer, but also allows for the sewer to be installed within right of ways versus obtaining easements through private property, making it easier for future maintenance.

Matching Crowns: A first step was to raise sanitary mains to be "touching" the underside of the existing storm pipe (initially set at between 6-inches and 12-inches depending on the crossing) where they cross to the north side of the storm pipe, so a 0.5' raise could occur. After review, it was determined that an additional 0.5' raising can occur if the sewer only crosses at the single most-advantageous point under the storm pipe (versus multiple crossings in the original plan). The pipe re-routing will add an additional manhole and approximately 500 square yards of pavement removal and replacement, but also allows for a height increase of approximately 0.5'. Combined with the

first 0.5', this provides a total of 1.0' higher with the goal of meeting 1.83' higher than the existing invert.

After review by JWSC staff and board members, a design modification of installing the last two sections of sewer at 0.32% slope and deleting the 0.1' drop through manholes, that the additional 0.83' is obtainable for either the original 6th Street Connection Point or the 5th Street Connection Point. The combination of raising the pipe under existing storm lines and the reduction in slope will allow for the proposed sewer line to be installed approximately 2' shallower, thus shifting sewer unit costs into the shallower unit prices and a resultant reduction in costs per foot for the new sewer alignment.

Recommendation and costs:

The re-route of sewer on the north side of the storm pipe and utilizing the 5th Street Connection Point Option is estimated at \$43,170.00. This includes 3 each additional manholes, 90 LF of 8-inch sewer, and 566 SY additional asphalt remove and replacement, with some cost offset by the shifting from deeper cut sewer installation to shallower cuts.

This is the most cost-effective option that will allow the sewer to "match crowns" as well as remove potential impacts to the existing structure on 6th Street.

Due to the modifications and dealing with continued supply chain issues for additional materials, the Contractor has requested 150 additional construction days for completion.

**ARCO WATER & SEWER IMPROVEMENTS
BRUNSWICK-GLYNN COUNTY JOINT WATER & SEWER COMMISSION
(BRUNSWICK, GA)**

**CHANGE ORDER NO. 2
J-28492
JWSC #2016**

PROJECT: Arco Water & Sewer Improvements

PROJECT NO.: JWSC Project #2016 DATE: November 11, 2022

OWNER: Brunswick-Glynn County Joint Water & Sewer Commission

CONTRACTOR: UWS, Inc.

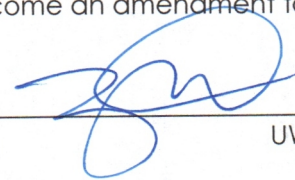
The Contractor is hereby requested to comply with the following changes from the contract plans and specifications:

Item #	Description of Changes – Quantities, Unit Prices, Units, Etc.	Decrease In Contract Price	Increase In Contract Prices
	See attached		
	Total DECREASE		
	Total INCREASE		\$43,170.00
	Difference Col. (1) and (2)		
	Net INCREASE Contract Price		\$43,170.00

The sum of \$ 43,170.00 is hereby added to the total contract price of \$3,821,753.38 and the total contract price to date is \$3,864,923.38.

The time provided for completion in the contract is unchanged/increased/decreased by 150 calendar days.

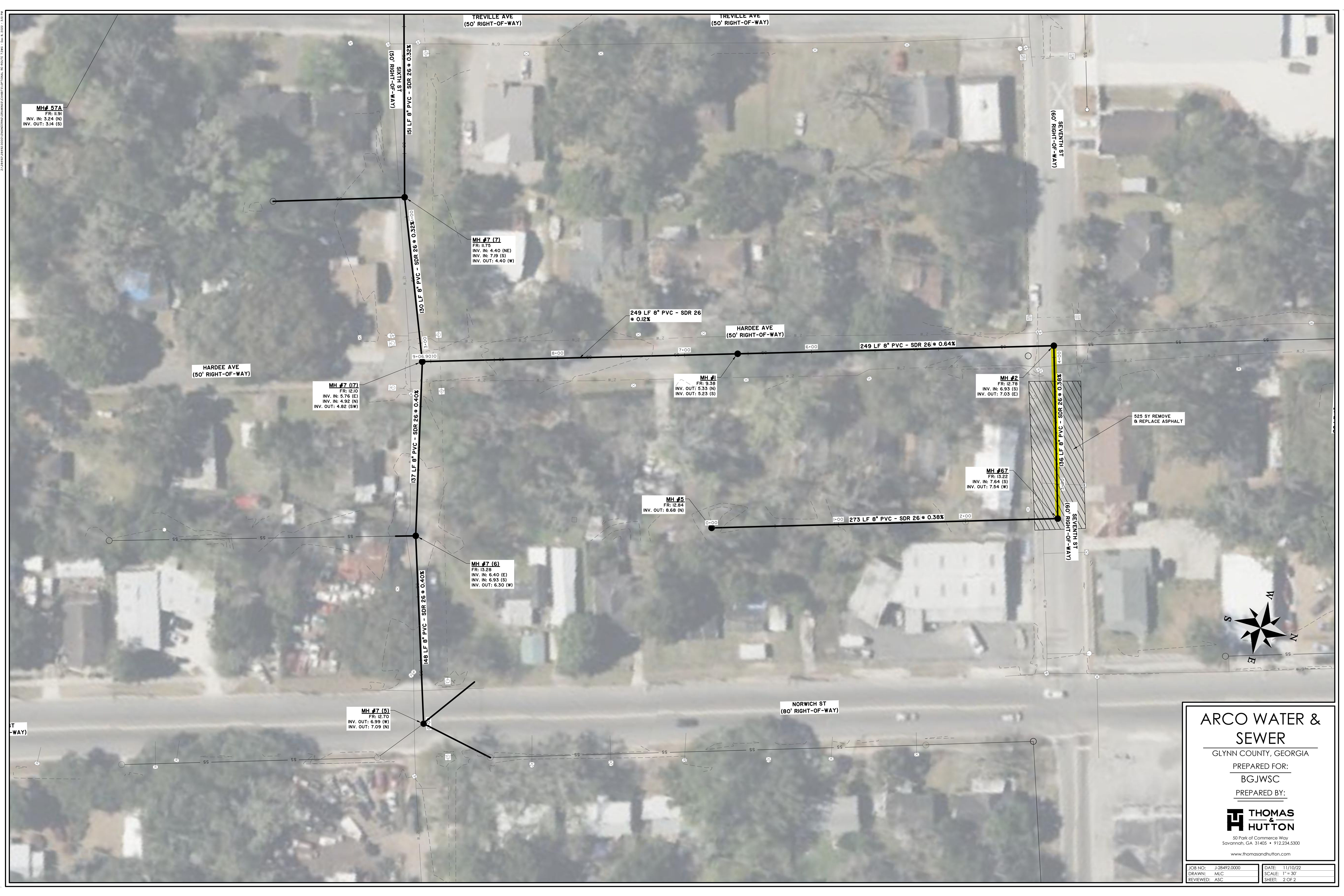
This document shall become an amendment to contract and all provisions of the contract will apply hereto.

REQUESTED BY:  DATE: 12/8/2022
UWS, Inc.

RECOMMENDED BY: _____ DATE: _____
Thomas & Hutton

REVIEWED BY: _____ DATE: _____

APPROVED BY: _____ DATE: _____
BGJWSC



ARCO WATER & SEWER
 GLYNN COUNTY, GEORGIA
 PREPARED FOR:
 BGJWSC
 PREPARED BY:
THOMAS & HUTTON
 50 Park of Commerce Way
 Savannah, GA 31405 • 912.234.5300
 www.thomasandhutton.com

JOB NO: J-28492.0000	DATE: 11/10/22
DRAWN: MLC	SCALE: 1" = 30'
REVIEWED: ASC	SHEET: 2 OF 2

2022/11/10 10:00 AM C:\Users\jml\OneDrive\Documents\Projects\22492\22492.dwg - 11/10/22 - 11:10 AM



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Todd Kline, P.E., Director of Engineering
Date: Thursday, December 15, 2022
Re: Leasing of Airport Property – Canal Road Water Production Facility

Overview

- Who: JWSC (Applicant) and Glynn County Airport Commission (Property Owner)
- What: Glynn County Airport Commission application for leasing of airport property.
- Why: Application and real estate fee for a sublease and future relinquishment of additional property needed to build the Canal Road Water Production Facility.

Staff Report

JWSC staff received an application for leasing airport property from the Glynn County Airport Commission (GCAC) for the future Canal Road Water Production Facility. The application and real estate fee is for a sublease and future relinquishment of the existing site and additional property that is needed to build the Canal Road Water Production Facility improvements off Harry Driggers Boulevard to include a ground storage water tank and associated pump control building.

The JWSC requests that in addition to the existing site, an additional 100' x 110' property be acquired from the GCAC. The additional property's purpose is to expand the existing JWSC Canal Road Well Site #BWK117/W. The current fire well does not have the treatment capacity to be used for every day water production needs in the North Mainland Service District. The conversion of the existing fire well to a water production facility will improve the supply and pressure in the region and help mitigate the risk of saltwater intrusion that jeopardize the quality of the Upper Floridan aquifer by shifting sources away from the area of USGS designated saltwater upwelling in the downtown area.

This item was presented to the Facilities Committee on December 14, 2022.

Recommended Action

To prevent additional delays and ensure the GCAC airport property is acquired for the Canal Road Water Production Facility project, staff recommends authorizing the Chairman to execute the necessary documents to apply for the leasing of airport property.

Recommended Motion

“I move that the Brunswick-Glynn Joint Water and Sewer Commission authorize the Chairman to execute the necessary documents to apply for leasing of property from the Glynn County Airport Commission for the Canal Road Water Production Facility.”

Enclosures

Glynn County Airport Commission Application Form 2000
Glynn County Airport Commission Leasing of Airport Property Form 200
Canal Road Water Production Facility Site Plan Exhibit 1
Canal Road Water Production Facility Site Plan with Aerial Exhibit 2
Canal Road Water Production Facility Tank Dimension Exhibit 3

APPLICANT INFORMATION

Please provide the following information:

COMPANY NAME _____

CONTACT NAME _____

CURRENT ADDRESS _____

PHONE NUMBER _____ MOBILE NUMBER _____

EMAIL ADDRESS: _____

CORPORATION _____ PARTNERSHIP _____ PROPRIETORSHIP _____

DATE AND STATE OF INCORPORATION _____

OFFICERS' LEGAL NAMES

President _____

Vice President _____

Secretary-Treasurer _____

PRINCIPAL STOCKHOLDERS _____

(if publicly held) _____

BANK REFERENCES

- 1. _____
- 2. _____
- 3. _____

PROVIDE FINANCIAL STATEMENTS ON THE CORPORATION OR THE PRINCIPALS INVOLVED IF THE CORPORATION IS NEWLY FORMED.

NARRATIVE INFORMATION SHOULD INCLUDE:

- 1. Type of business and services provided by the Company.
- 2. Number of proposed employees.
- 3. Proposed construction or improvements to existing facility.
- 4. Construction financing arrangements.
- 5. Any other information that will provide GCAC with a thorough background about the proposed endeavor.
- 6. Total construction cost of proposed property improvements.

Advance for Real Estate fees Required, Please remit _____ with this Form submission.

Below For Office Use Only:

- Real Estate Fee Received
- Account/Invoice Created
- Corporation Review

- Appraisal
- Survey WO# _____
- Utility Easement

Airport Property _____
Finance Admin _____

**Glynn County Airport Commission
Policy**



Number: 200 DRAFT 8-9-2020

Approved Date: _____, 2022

Effective Date:

Revision Date(s):

Chairman:

Page | 1 of 3

**Rescinded Policy #: 116A, 116NA, 120,
135, 137**

Subject: LEASING OF AIRPORT PROPERTY

Airport property was deeded to Glynn County by the Federal Government for the express purpose of operating airports. The Commission is obligated to utilize the property for aeronautical purposes only unless specific property is designated as non-aeronautical for current and planned use as determined in the airports Master Plan which is approved by the FAA and so indicated upon the Airports Airport Layout Plan. This policy must be consistent with FAA Compliance Manual 5190.

All airport property has been leased to the Brunswick and Glynn County Development Authority by the County. Subleases require Airport Commission approval and recommendation to the Brunswick and Glynn County Development Authority for execution as specified in the MOU between the Authority and the Airport Commission.

It is the policy of the Glynn County Airport Commission (GCAC) to lease, on behalf of the Brunswick and Glynn County Development Authority, airport property and facilities on a basis of fair and equitable treatment to lessee and lessor. Part of GCAC's mission is to insure its properties contribute to the self-sufficiency of the entire airport system. All revenues derived from airport whether Aeronautical or Non-aeronautical must be used to support the aviation system as required by the FAA.

AERONAUTICAL LEASES

Aeronautical subleases will be executed for purposes directly or indirectly related to aviation or necessary for support of aviation as determined in accordance with FAA regulations.

In order to comply with FAA regulations, the Airport Commission requires that all airport property designated as aeronautical be used for aviation related purposes only. Any non-aeronautical use of aeronautical property must be approved on a short-term basis subordinate to aeronautical demand and approved by Commission and compliant with FAA Grant assurances. However, incidental and de minimus use of a portion of a leased parcel shall not constitute a violation of this rule.

NON-AERONAUTICAL LEASES

Non Aeronautical leased properties are so designated and are used for commercial purposes that are not directly related to aviation. Airport Property use must be compatible with airport operations.

Each potential lease will be evaluated on its own merits. The evaluation will include at a minimum:

1. Consistent with the long-term development objectives for the airport
2. Contribution to airport growth and services
3. Lessee investment in new facilities and improvements
4. Potential job creation by the lessee
5. Lessee obligations to financial institutions



Rescinded Policy #: 116A, 116NA, 120,
135, 137

Subject: LEASING OF AIRPORT PROPERTY

SHORT TERM USE AGREEMENT/PERMITS

Short term use of airport property is permitted for organizational events, parking, etc. to utilizing property at the Brunswick Golden Isles Airport or the St. Simons Island Airport for a term not to exceed 12 months and will be approved and permitted by the Executive Director. The use of such property should not be in conflict with aeronautical use and include rental provisions for calculated from non-aeronautical rates.

RENTAL RATES

Rental rates for aeronautical property will be based on Glynn County Airport Commission Annual Rates and Charges approved annually with the Fiscal Year Budget and will be adjusted annually by the appropriate regional Consumer Price Index.

Rental rates for non-aeronautical parcels will be established by appraisal of fair market value and will be adjusted annually by the appropriate regional Consumer Price Index.

Lease terms will be predicated upon investment made to airport property by the potential lessee and an evaluation of the merits of the lease listed in the above paragraph. The GCAC utilizes a tiered approach to lease terms based upon tenant investment. However, it is completely within the discretion of the GCAC to award terms greater than or less than each designated level.

1. Under \$100,000 – Development Investment (Land Use Only) one (1) year renewal term
2. \$100,000 to \$200,000 – lease term with a maximum of ten (10) years.
3. \$200,001 to \$300,000 - lease term with a maximum of twenty (20) years.
4. \$300,001 to \$500,000 - lease term with a maximum of twenty-five (25) years.
5. \$500,001 to \$2 Million - lease term with a maximum of thirty (30) years.
6. \$2 Million - \$15 Million – lease term with a maximum (40) years.
7. Over \$15 Million - By Negotiation

For approved development for aircraft hangar only space, investment requirement may be reduced by 1/3.

All rental rates may also include, at the discretion of the GCAC, charges for additional subleases, provisions for sharing rental from subleases, percentage of gross revenues, and other charges as deemed necessary or appropriate.

LESSEE OBLIGATIONS

1. Lessee shall prevent escape of fumes, odors, smoke, gas or other substances from premises and shall neither use nor occupy premises for any unlawful purpose. Lessee shall provide adequate devices to control excessive noises, vibrations, or electromagnetic emissions. Lessee shall not cause, or permit to be caused, any act or practice, by negligence, omission, or otherwise that would adversely affect the environment or do anything or permit anything to be done that would violate any of said laws, regulations, or guidelines.

**Glynn County Airport Commission
Policy**



Number: 200 DRAFT 8-9-2020

Approved Date: _____, 2022

Effective Date:

Revision Date(s):

Chairman:

Page | 3 of 3

**Rescinded Policy #: 116A, 116NA, 120,
135, 137**

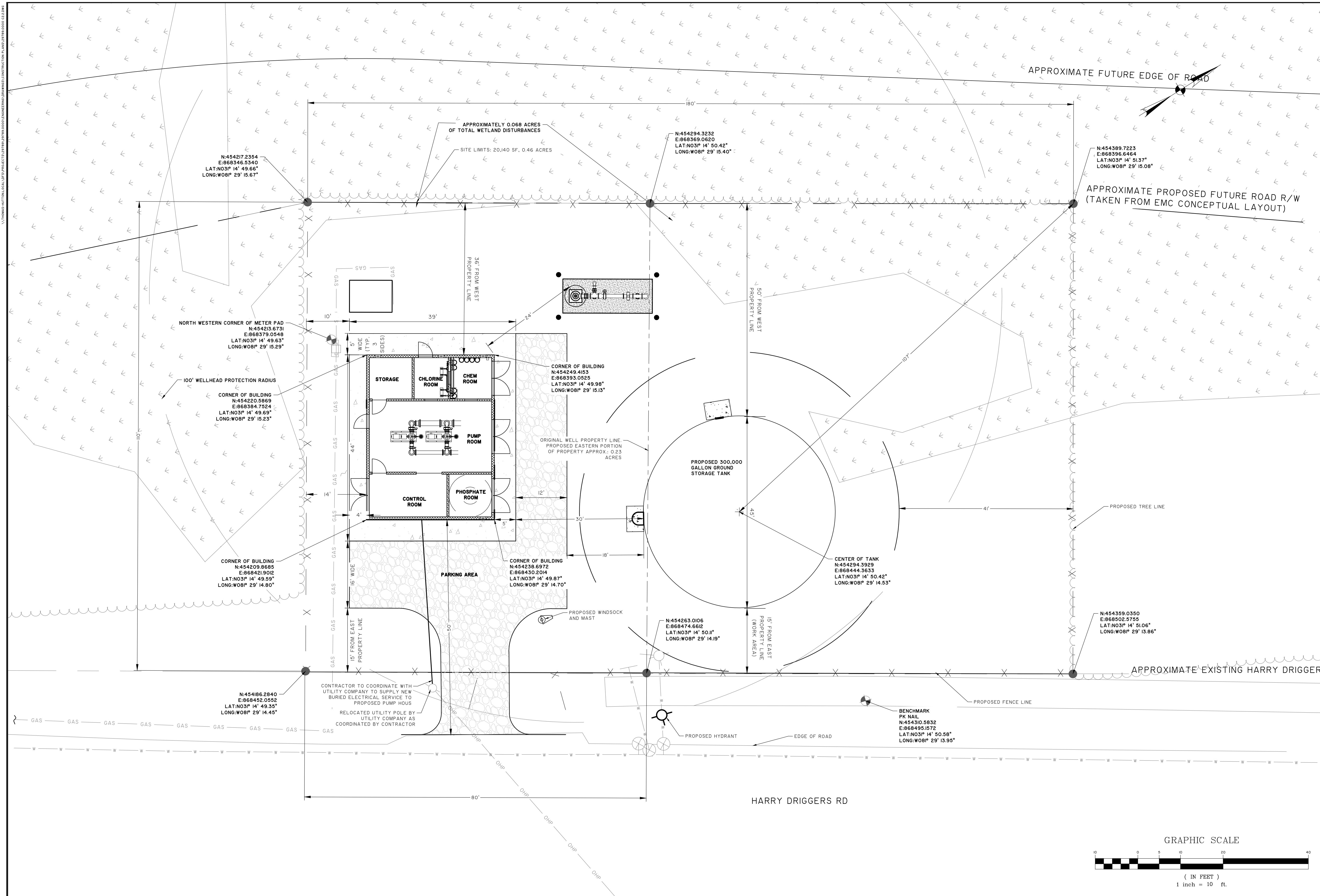
Subject: LEASING OF AIRPORT PROPERTY

2. Lessee, at its sole expense, shall insure premises continuously against loss or damage. The face amount of such insurance shall equal either actual replacement cost of improvements on premises or an amount established by written agreement. Lessee shall indemnify, protect, defend, and save Lessors (Brunswick and Glynn County Development Authority, Glynn County, and Glynn County Airport Commission) harmless from and against all claims, demands, liabilities, and costs, including attorney fees, arising from damage or injury.
3. Lessee accepts premises "as is." Lessee, at its sole expense, may make permanent improvements or construct new improvements. Lessee must submit detailed construction and site plans for final approval by the Commission prior to construction. The County must approve plans. Lessee shall make all repairs and perform all maintenance to preserve premises in good condition.
4. Any improvement of a permanent nature, including personal property or fixtures that cannot be removed without undue damage to premises, shall become the property of Glynn County at the expiration or termination of the lease.
5. Lessee shall be responsible for the cost of all utilities, utility hook ups, and utility services.
6. Lessee shall neither assign, mortgage, pledge, sell, nor in any manner transfer, convey, or dispose of the lease or any interest therein without prior written consent of Lessor. Lessee may finance construction to an extent not to exceed eighty percent (80%) of the cost of the improvements.
7. Subleases will individually include provisions for FAA compliance requirements such as nondiscrimination, exclusive rights, airport development and protection, noise standards, and rental rate structure, and escalation clauses, are included in all leases.

Lessee agrees to pay for all Lease Costs including but not limited to environmental surveys, utility connections, engineer reviews, legal, appraisals, surveys, Airport Commission costs and Glynn County recording fees.

PROCEDURES

Management will establish procedures (see Procedures 2000-2999) which enhance and further define the guidelines outlined in this policy.



APPROXIMATE FUTURE EDGE OF ROAD

APPROXIMATE PROPOSED FUTURE ROAD R/W
(TAKEN FROM EMC CONCEPTUAL LAYOUT)

APPROXIMATE EXISTING HARRY DRIGGERS

HARRY DRIGGERS RD

N:454217.2354
E:868346.5340
LAT:NO3° 14' 49.66"
LONG:W08° 29' 15.67"

NORTH WESTERN CORNER OF METER PAD
N:454219.6731
E:868379.0548
LAT:NO3° 14' 49.63"
LONG:W08° 29' 15.29"

CORNER OF BUILDING
N:454220.5869
E:868394.7524
LAT:NO3° 14' 49.69"
LONG:W08° 29' 15.23"

CORNER OF BUILDING
N:454209.8685
E:868421.9002
LAT:NO3° 14' 49.59"
LONG:W08° 29' 14.80"

N:454166.2840
E:868452.0552
LAT:NO3° 14' 49.35"
LONG:W08° 29' 14.45"

APPROXIMATELY 0.068 ACRES
OF TOTAL WETLAND DISTURBANCES
SITE LIMITS: 20,140 SF, 0.46 ACRES

N:454294.3232
E:868369.0620
LAT:NO3° 14' 50.42"
LONG:W08° 29' 15.40"

N:454389.7223
E:868396.6464
LAT:NO3° 14' 51.37"
LONG:W08° 29' 15.08"

CORNER OF BUILDING
N:454249.4153
E:868393.0525
LAT:NO3° 14' 49.98"
LONG:W08° 29' 15.13"

CORNER OF BUILDING
N:454238.6972
E:868430.2044
LAT:NO3° 14' 49.87"
LONG:W08° 29' 14.70"

CENTER OF TANK
N:454294.3929
E:868444.3633
LAT:NO3° 14' 50.42"
LONG:W08° 29' 14.53"

N:454263.0106
E:868474.6612
LAT:NO3° 14' 50.11"
LONG:W08° 29' 14.19"

N:454359.0350
E:868502.5755
LAT:NO3° 14' 51.06"
LONG:W08° 29' 13.86"

BENCHMARK
PK NAIL
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LAT:NO3° 14' 50.58"
LONG:W08° 29' 13.95"

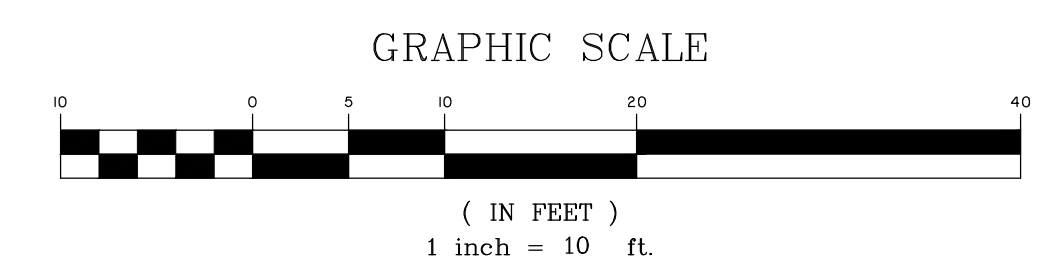
NO.	REVISION PER COMMENTS	BY	DATE
0			

THOMAS & HUTTON
50 Park of Commerce Way
Savannah, GA 31405 • 912.234.5300
www.thomasandhutton.com

BRUNSWICK-GLYNN JOINT WATER & SEWER COMMISSION
GLYNN COUNTY, GEORGIA
CANAL ROAD WATER PRODUCTION FACILITY
AERIAL 10.24.2022

JOB NO:	J-29789.0000
DATE:	10/24/2022
DESIGNED:	JGS
REVIEWED:	ACS
APPROVED:	ACS
SCALE:	AS NOTED

EX1





APPROXIMATE FUTURE EDGE OF ROAD

APPROXIMATELY 0.068 ACRES OF TOTAL WETLAND DISTURBANCES

APPROXIMATE PROPOSED FUTURE ROAD R/W (TAKEN FROM EMC CONCEPTUAL LAYOUT)

N:454217.2354
E:868346.5340
LAT:NO3° 14' 49.66"
LONG:W08° 29' 15.67"

N:454294.3232
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LAT:NO3° 14' 50.42"
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N:454389.7223
E:868396.6464
LAT:NO3° 14' 51.37"
LONG:W08° 29' 15.08"

NORTH WESTERN CORNER OF METER PAD
N:454219.6731
E:868379.0548
LAT:NO3° 14' 49.63"
LONG:W08° 29' 15.29"

100' WELLHEAD PROTECTION RADIUS

CORNER OF BUILDING
N:454220.5869
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LAT:NO3° 14' 49.69"
LONG:W08° 29' 15.23"

CORNER OF BUILDING
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LAT:NO3° 14' 49.98"
LONG:W08° 29' 15.13"

CORNER OF BUILDING
N:454209.8665
E:868421.9012
LAT:NO3° 14' 49.59"
LONG:W08° 29' 14.80"

CORNER OF BUILDING
N:454238.6972
E:868430.2014
LAT:NO3° 14' 49.87"
LONG:W08° 29' 14.70"

CENTER OF TANK
N:454294.3929
E:868444.3633
LAT:NO3° 14' 50.42"
LONG:W08° 29' 14.53"

N:454283.0106
E:868474.6612
LAT:NO3° 14' 50.11"
LONG:W08° 29' 14.19"

N:454359.0350
E:868502.5755
LAT:NO3° 14' 51.06"
LONG:W08° 29' 13.86"

N:454186.2840
E:868452.0552
LAT:NO3° 14' 49.35"
LONG:W08° 29' 14.45"

BENCHMARK
PK NAIL
N:454310.5832
E:868495.1572
LAT:NO3° 14' 50.58"
LONG:W08° 29' 13.95"

HARRY DRIGGERS RD

APPROXIMATE EXISTING HARRY DRIGGERS

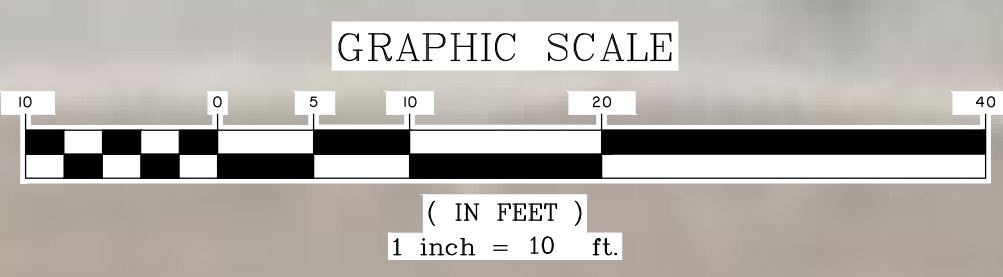
NO.	REVISION PER COMMENTS	BY	DATE
0			

NO.	REVISION PER COMMENTS	BY	DATE
0			

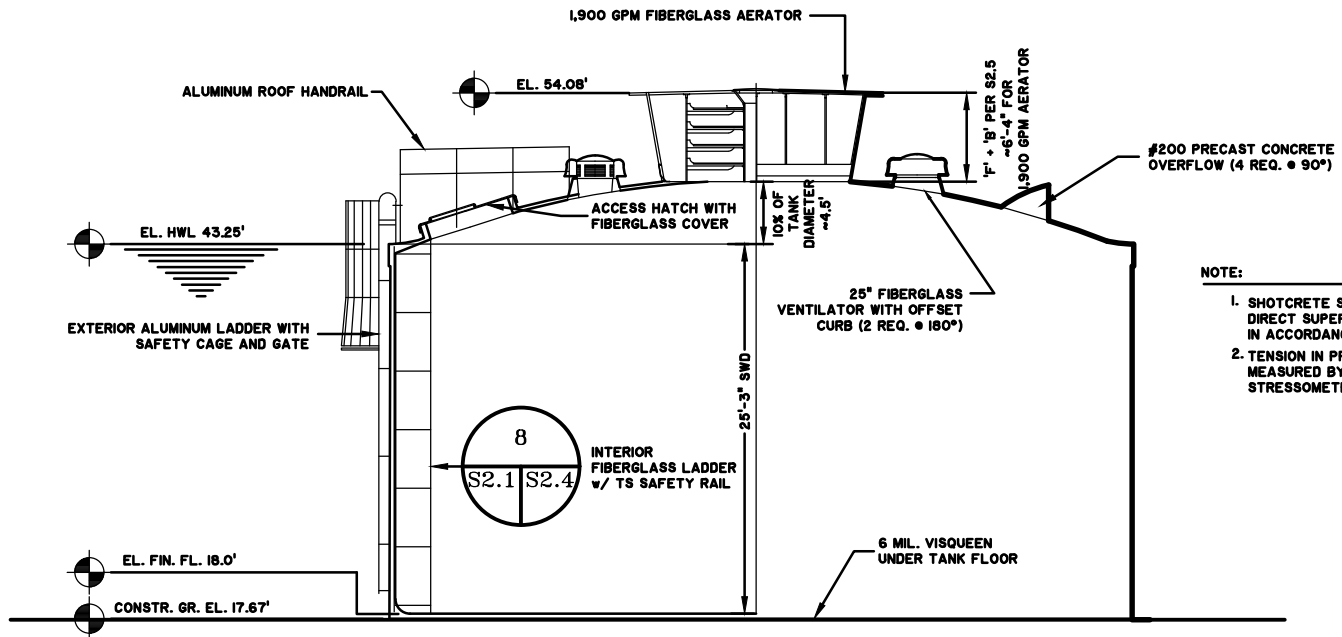
THOMAS & HUTTON
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 Savannah, GA 31405 • 912.234.5300
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BRUNSWICK-GLYNN JOINT WATER & SEWER COMMISSION
 GLYNN COUNTY, GEORGIA
CANAL ROAD WATER PRODUCTION FACILITY
AERIAL 10.24.2022

JOB NO:	J-29789.0000
DATE:	10/24/2022
DRAWN:	JGS
DESIGNED:	JGS
REVIEWED:	ACS
APPROVED:	ACS
SCALE:	AS NOTED



EX2



- NOTE:**
1. SHOTCRETE SHALL BE APPLIED BY OR UNDER DIRECT SUPERVISION OF NOZZLEMEN CERTIFIED IN ACCORDANCE WITH ACI GUIDELINES.
 2. TENSION IN PRESTRESSING WIRE SHALL BE MEASURED BY AN ELECTRONIC DIRECT-READING STRESSOMETER ACCURATE TO WITHIN 1%

2
S2.1

300,000 GALLON GROUND STORAGE TANK ELEVATION
 SCALE: NTS

PREPARED FOR:
BRUNSWICK-GLYNN JOINT WATER & SEWER COMMISSION
CANAL ROAD WATER PRODUCTION FACILITY



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This map illustrates a general plan of the development which is for discussion purposes only, does not limit or bind the owner/developer, and is subject to change and revision without prior written notice to the holder. Dimensions, boundaries and position locations are for illustrative purposes only and are subject to an accurate survey and property description.



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Andrew Burroughs, Executive Director
Date: Thursday, December 15, 2022
Re: Surplus Inventory

Background

JWSC staff has determined the following assets to no longer be of use to the mission of the JWSC.

ITEM	QTY	UNIT COST	TOTAL COST	COMMENTS
Crouse-Hinds AR0141 Receptacle	26	\$224.36/ea	\$5,822.36	Obsolete. Systems Pumping and Maintenance have converted to a quick connect portable generator setup.
Crouse-Hinds AJA6 Plug	32	\$55.13/ea	\$1,764.16	Obsolete. Systems Pumping and Maintenance have converted to a quick connect portable generator setup.
2" C-900 PVC Pipe	980	\$0.65/ft	\$637.00	Excess material quantity. Water Distribution has converted standard installation to 2" poly, not 2" C-900 PVC. This amount will reduce the on-hand qty to (100 ft) for minimal repairs.

Staff Report

Staff recommends declaring the items above as surplus and authorizing their disposal in a manner most beneficial to the JWSC.

This item was presented to the Finance Committee on December 14, 2022.

Recommended Action

To dispose of this property, the Brunswick-Glynn Joint Water & Sewer Commission must declare the property as surplus. Once declared as surplus, the Director of Procurement will dispose of the property in a manner most beneficial to the JWSC. Typically, vehicles and equipment declared surplus will be posted to the GovDeals website. However, due to the nature of these materials, the options under consideration for these specific items are sale to another utility or local contractor that may have use for these items.

Recommended Motion

"I move that the Brunswick-Glynn Joint Water and Sewer Commission approve the above listed items as surplus to be disposed of in a manner most beneficial to the JWSC."