



LOWNDES COUNTY BOARD OF COMMISSIONERS  
PROPOSED ADENDA  
WORK SESSION, MONDAY, JUNE 24, 2024, 8:30 A.M.  
REGULAR SESSION, TUESDAY, JUNE 25, 2024, 5:30 P.M.  
327 N. Ashley Street - 2nd Floor

**1. Call To Order**

**2. Invocation**

**3. Pledge Of Allegiance To The Flag**

**4. Minutes For Approval**

- a. Work Session - June 10, 2024, Regular Session - June 11, 2024, & FY 25 Budget Public Hearing - June 13, 2024

Recommended Action: Approve

Documents:

**5. For Consideration**

- a. Budget Plan for Hotel Motel Proceeds for Fiscal Year 2025

Recommended Action: Adopt

Documents:

- b. Adoption of Fiscal Year 2025 Operating Budget

Recommended Action: Adopt

Documents:

- c. Lowndes County Accountability Court Grant Approval and Cash Match

Recommended Action: Approve

Documents:

- d. Purchase of Stream Credits for PI # 0016279, Coleman Road NW Paving and Drainage Improvements

Recommended Action: Approve

Documents:

- e. Pre-Event Debris Removal Contracts

Recommended Action: Board's Pleasure

Documents:

- f. Pre-Event Disaster Debris Monitoring Contracts

Recommended Action: Board's Pleasure

Documents:

- g. Lowndes County Juvenile Accountability Court (LCJAC)

Recommended Action: Approve

Documents:

- h. Lowndes County DUI Court Grant Award and Match Approval  
Recommended Action: Approve  
Documents:
- i. Request for Proposals (RFP) for Property & Liability Insurance  
Recommended Action: Board's Pleasure  
Documents:

**6. Bid**

- a. Bid for a Vac-Trailer for the Utilities Department  
Recommended Action: Approve  
Documents:

**7. Reports - County Manager**

**8. Citizens Wishing To Be Heard - Please State Your Name and Address**

**9. Adjournment**

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Budget Plan for Hotel Motel Proceeds for Fiscal Year 2025

DATE OF MEETING: June 25, 2024

Work  
Session/Regular  
Session

BUDGET IMPACT:

FUNDING SOURCE:

COUNTY ACTION REQUESTED ON: Budget Plan for Hotel Motel Proceeds for Fiscal Year  
2025

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HISTORY, FACTS AND ISSUES: Georgia statute requires the Board of Commissioners to adopt prior to each fiscal year a County Budget Plan for the use of hotel/motel tax proceeds for the upcoming fiscal year.

The same statute also requires the Board of Commissioners to obtain from the Conference Center and Tourism Authority a Budget Plan for the Authority's use of hotel/motel proceeds provided to the Authority to promote tourism, conventions and trade shows. This Authority Budget Plan must be made a part of the County Budget Plan.

A proposed County FY 2025 Budget Plan is attached as well as a copy of the Authority Budget Plan which is scheduled to be adopted by the Authority Board on June 25, 2024.

OPTIONS: 1. Adopt the Budget Plan and Authorize the Chairman to sign.  
2. Board's Pleasure

RECOMMENDED ACTION: Adopt

DEPARTMENT: Finance

DEPARTMENT HEAD: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

**James H Rainwater Conference Center  
Valdosta Lowndes County Conference Center & Tourism Authority  
1 Meeting Place, Valdosta, GA 31601  
229-245-0513**

**FY'25** budget plan for expenditures of Lowndes County lodging tax proceeds for:  
**Tourism, Conventions or Tradeshows**

<b><u>TCT</u></b>	<b><u>Amount</u></b>
Marketing	\$279,328
Group Sales/Tradeshows	\$21,907
Travel	\$12,116
Full Time Salaries	\$77,144
Full Time Benefits	\$18,633
Legal and Accounting fees	\$13,014
Payroll Taxes	\$6,429
<b>Total</b>	<b>\$428,571</b>

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David J. DiSalvo  
Executive Director  
Valdosta-Lowndes County Conference Center and Tourism Authority

FISCAL YEAR 2025 BUDGET PLAN OF LOWNDES COUNTY SPECIFYING EXPENDITURES OF HOTEL/MOTEL TAX PROCEEDS

Pursuant to and in accordance with OCGA § 48-13-51 (e) (2), the Board of Commissioners of Lowndes County adopts this budget plan specifying how the proceeds of hotel/motel taxes received during Lowndes County’s fiscal year 2025 are to be expended.

Budgeted Proceeds.....\$1,000,000.00

Budgeted Expenditures

Transfer to Lowndes County’s Special Services Fund from which the County funds (i) services the County provides primarily for the benefit of the unincorporated area and (ii) the County’s share of funding of services the County and one or more municipalities jointly fund.....\$428,572.00

Transfer to Valdosta-Lowndes County Conference Center and Tourism Authority to promote tourism, convention, and trade shows in accordance with the FY 2025 Budget Plan of said Authority for same which is made a part of this Budget Plan .....\$428,571.00

Transfer to Valdosta-Lowndes County Parks and Recreation Authority for capital costs and operating expenses of parks and recreation facilities owned and operated by said Authority .....\$142,857.00

Total Budgeted Expenditures.....\$1,000,000.00

Adopted June 25, 2024

Lowndes County Board of Commissioners

By: \_\_\_\_\_  
Bill Slaughter, Chairman

Attest: \_\_\_\_\_  
Belinda Lovern, County Clerk

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Adoption of Fiscal Year 2025 Operating Budget

DATE OF MEETING: June 25, 2024

Work  
Session/Regular  
Session

BUDGET IMPACT:

FUNDING SOURCE:

COUNTY ACTION REQUESTED ON: Adoption of Fiscal Year 2025 Operating Budget

HISTORY, FACTS AND ISSUES: Following the public hearing held on June 13, 2024, the Fiscal Year 2024-2025 budget is hereby submitted for adoption by the Board of Commissioners. This budget will become effective July 1, 2024.

OPTIONS: 1. Adopt the Fiscal Year 2025 Operating Budget.  
2. Board's Pleasure

RECOMMENDED ACTION: Adopt

DEPARTMENT: Finance

DEPARTMENT HEAD: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Lowndes County Accountability Court Grant Approval and  
Cash Match

DATE OF MEETING: June 25, 2024

Work  
Session/Regular  
Session

BUDGET IMPACT: \$35,354.00

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Acceptance of FY 25 Grant Award for LCAC

HISTORY, FACTS AND ISSUES: On behalf of the Lowndes County Accountability Court (LCAC) team, and Judge Gregory A. Voyles, I would like to thank the Board for all the support you have given us over the years.

LCAC is funded through a reimbursable State Grant. To receive funding through said grant, LCAC must secure a cash match from Lowndes County. This year's cash match amount is \$35,354.00 (FY 25 budget detail attached). The cash match percentage increased from 12% to 15% for FY25.

All other monies expended by the Board of Commissioners on the Court's behalf are fully reimbursable and said payments are received by the County each quarter.

OPTIONS: 1. Approval of continued funding and cash match - as requested above.  
2. Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Accountability Court

DEPARTMENT HEAD: Jennifer Fabbri

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

OFFICE OF THE GOVERNOR  
CRIMINAL JUSTICE COORDINATING COUNCIL

State of Georgia

SUBGRANT AWARD

SUBGRANTEE: Lowndes County

IMPLEMENTING

AGENCY: Lowndes County

PROJECT NAME: Adult Felony Drug Courts

SUBGRANT NUMBER: J25-8-033

FEDERAL FUNDS: \$ 200,340

MATCHING FUNDS: \$ 35,354

TOTAL FUNDS: \$ 235,694

GRANT PERIOD: 07/01/24-06/30/25

This award is made under the Council of Accountability Courts Judges State of Georgia grant program. The purpose of the Accountability Court Grants program is to make grants to local courts and judicial circuits to establish specialty courts or dockets to address offenders arrested for drug charges or mental health issues. This grant program is subject to the administrative rules established by the Criminal Justice Coordinating Council.

This Subgrant shall become effective on the beginning date of the grant period, provided that a properly executed original of this "Subgrant Award" is returned to the Criminal Justice Coordinating Council by June 30, 2024.

AGENCY APPROVAL

SUBGRANTEE APPROVAL



\_\_\_\_\_  
Jay Neal, Director  
Criminal Justice Coordinating Council

Date Executed: 07/01/24

\_\_\_\_\_  
Signature of Authorized Official      Date

BILL SLAUGHTER, LOWNDES CO BOC CHAIR  
Typed Name & Title of Authorized Official

\_\_\_\_\_  
Employer Tax Identification Number (EIN)

INTERNAL USE ONLY

TRANS CD	REFERENCE	ORDER	EFF DATE	TYPE	PAY DATE	INVOICE	CONTRACT #
102	01	1	07/01/24	9		**	J25-8-033
OVERRIDE	ORGAN	CLASS	PROJECT			VENDOR CODE	
2	46	4	01				

ITEM CODE	DESCRIPTION 25 CHARACTERS	EXPENSE ACCT	AMOUNT
1	Adult Felony Drug Courts	624.41	\$ 200,340



Ms. Shameeka Hill, Grants Specialist  
Accountability Courts/Grants Department  
Criminal Justice Coordinating Council  
104 Marietta Street, Suite 440  
Atlanta, GA 30303-2743

RE: Subgrant # J25-8-033 - **Designation of Signing Authority**

Dear Ms. Hill:

Please let this letter serve as formal notice that Stephanie Black, Finance Director for Lowndes County, does hereby have authorization to sign any and all documents with regards to Subgrant # J25-8-033, on behalf of myself and the Lowndes County Board of Commissioners.

Thank you.

Yours Truly,

Bill Slaughter, Chairman  
Lowndes County Board of  
Commissioners

cc: Jennifer S. Fabbri, Coordinator  
Stephanie Black, Finance Director

**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**State of Georgia – Accountability Courts**

**FY25 SPECIAL CONDITIONS**

1. All project costs not exclusively related to activities of the funded accountability court must be approved with a Subgrant Adjustment Request, and only the costs of approved project-related activities will be reimbursable under the Subgrant Award.

Initials JSF

2. The subgrantee must submit Subgrant Adjustment Request #1 with the completed award package. The adjustment request is accompanied by a detailed project budget that itemizes all projected expenditures as approved by the Council of Accountability Court Judges (CACJ) Funding Committee. This initial SAR is part of the grant activation process and enables the CJCC to initiate the grant. The project budget and summary will not be established, or officially approved, until the subgrantee receives a written approval notice from the Criminal Justice Coordinating Council. All project costs and project activities must coincide with the approved budget, summary, and implementation plan unless subsequent revisions are approved by the Criminal Justice Coordinating Council.

Initials JSF

3. The subgrantee must submit subsequent Subgrant Adjustment Requests to revise the budget, project summary, and implementation plan prior to any substantial changes, but no later than 30 days prior to the end of the subgrant period.

Initials JSF

4. The subgrantee agrees that no funds shall be expensed outside of the approved budget. In addition, any funds spent under this subgrant award must be expended by the grant end date and not encumbered.

Initials JSF

5. The subgrantee agrees that at least 25% of the awarded funds will be spent in the first quarter, 50% in the second quarter and 75% in the third quarter. If this condition is not met, any unused remaining funds from that quarter will be retained by the Council to be managed by the CACJ Funding Committee.

Initials JSF

6. Waivers for the above 25% expenditure requirement may be granted at the committee's discretion for the 1<sup>st</sup> and 2<sup>nd</sup> quarters only. If a waiver is granted, the funds held over to the next quarter must be spent in the next quarter.

Initials JSF

7. This is a reimbursement grant. Requests for reimbursement must be made on a quarterly basis. Subgrant Expenditure Reports (SERs) are due 15 days after the end of the reporting period. SERs may be submitted monthly. SER submissions must be accurate and complete. Subgrantees should not submit incomplete SERs. Incomplete SERs will be considered late, and a 10% penalty will be assessed after expiration of a 10-day grace period. A failure to follow SER procedures outlined in these conditions and in the CACL Rules may subject a court to rescission of a grant award as outlined in Article 4 of the Rules.

Initials JSF

**SUBGRANT NUMBER:**

**SPECIAL CONDITIONS**

8. The subgrantee certifies that state funds will not be used to supplant funds that would otherwise be made available for grant-funded initiatives. State funds must be used to supplement existing funds for program activities and not replace funds appropriated for the same purpose. Potential supplanting will be the subject of application review, as well as pre-award review, post-award monitoring, and audit. If there is a potential presence of supplanting, the subgrantee will be required to document that the reduction in non-state resources occurred for reasons other than the receipt or anticipated receipt of state funds.

Initials JSF

9. Statistical and/or evaluation data describing project performance must be submitted to Council of Accountability Court Judges (CACJ) on a quarterly basis using the proscribed format provided to the Subgrantee. Failure to submit all requested data on a timely basis will result in the withholding of grant funds on this subgrant and/or any other subgrant administered by CJCC until compliance is achieved. If reports are not received, funds for subsequent quarters may be rescinded.

Initials JSF

10. The subgrantee certifies that 1) title to all equipment and/or supplies purchased with funds under this subgrant shall vest in the agency that purchased the property; 2) equipment and/or supplies will be maintained in accordance with established local or state procedures as long as the equipment and/or supplies are used for program-related purposes; and 3) once the project concludes and/or equipment is no longer utilized for its grant-funded purpose, the Criminal Justice Coordinating Council and the Council of Accountability Court Judges will be informed of the available equipment and determine its future use to assure it is utilized in furtherance of the goals and objectives of the grant program and the State of Georgia.

Initials JSF

11. If your court uses a CSB/DBHDD enrolled provider for treatment and receives specific contracted funds for mental health and/or addictive disease treatment court services, these funds have been awarded provisionally. Prior to use, the court must meet with the CSB/DBHDD enrolled provider to determine what services are billable and are not being provided. These funds should only be applied to services that are not billable by the CSB/DBHDD enrolled provider. The court should work to enter into an agreement with the CSB/DBHDD enrolled provider that outlines billable and non-billable services.

Initials JSF

12. All drug, veteran, mental health, family, and DUI courts must use a validated assessment tool approved by the Council of Accountability Court Judges. All courts are required to use evidence-based treatment modalities.

Initials JSF

13. Subgrantees must comply with the training requirements as determined by the Council of Accountability Court Judges. All evidence-based training attendees will be required to sign and submit the CACJ Training Acknowledgement & Agreement Form upon registering for CACJ supported training sessions. The court shall implement the evidence-based treatment within 60 days of the training attendee achieving certification.

Initials JSF

14. All evidence-based training attendees that achieve certification are subject to fidelity monitoring by a CACJ treatment team staff member. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit and shall adhere to the policies and procedures outlined in the Model Fidelity Handbook for Evidence-Based Programs.

Initials JSF



**SUBGRANT NUMBER:**

**SPECIAL CONDITIONS**

15. Subgrantees in receipt of funds to support participant treatment are subject to fidelity monitoring by a CACJ treatment team staff member. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit and shall adhere to the policies and procedures outlined in the Model Fidelity Handbook for Evidence-Based Programs

Initials JSF

16. Subgrantees in receipt of funds to support internally provided, grant supported, evidence-based trainings must comply with the following: notify the CACJ of scheduled training sessions; enter into agreements with qualified evidence-based facilitators; submit a CACJ Training Acknowledgement & Agreement Form for each attendee to the CACJ prior to the start of training session; and provide the CACJ with documentation of each attendee achieved certification.

Initials JSF

17. CACJ may designate preferred vendors or suppliers of products or services that are either on state contract or with which the CACJ has an agreement or contract in place. Subgrantees may be required to utilize such contracts or agreements for designated products or services or be required to justify that their purchases are less costly.

Initials JSF

18. All subgrantee programs are subject to the jurisdiction of the Funding Committee of the CACJ by their acceptance a CACJ-awarded grant. Failure to comply with any of the special conditions contained within this document, by the authorized official, project officials, agents, and/or employees of this grant, will subject the program to the enforcement procedures outlined in Article 4 of CACJ Rules.

Initials JSF

19. Subgrantees must follow all accountability court standards as approved by the Council of Accountability Court Judges.

Initials JSF

20. Medication-Assisted Treatment (MAT) is the use of medications in combination with counseling and behavioral therapies and is an effective treatment for substance use disorders (SUD), including opioid use disorders (OUD). The Americans with Disabilities Act (ADA) protects persons with OUD and SUD from discrimination for using lawfully prescribed medication. Subgrantees agree not to prohibit a program participant from accessing MAT services or from using lawfully prescribed MAT medication. This condition only applies to adult program participants.

Initials JSF

21. Subgrantees must abide by the Rules of the Council of Accountability Court Judges. Subgrantees are responsible for obtaining the current version of the Rules and ensuring that program activities operate in compliance with the Rules. The Rules, in their entirety, are incorporated herein by reference and compliance with the Rules is a condition of this grant. A failure to comply with the Rules may result in a referral to Section VIII of Article 4 of the Rules governing rescission of grant awards after violations of special conditions or a referral under Article 8 governing compliance with the Rules, state standards, and Georgia law.

Initials JSF

22. The grantee acknowledges that funds provided under this grant award are state-appropriated funds and may not be accessible after the end of the grant period. The final reimbursement request under this award must be received by CJCC no later than July 15, 2025. In addition, if the grantee has not received payments for any prior reimbursements, the grantee must notify CJCC by June 15, 2025 or risk losing access to those funds.

**SUBGRANT NUMBER:**

**SPECIAL CONDITIONS**

Initials JSF

23. All services must be rendered to the Court before payment is made. If it is found that a Court/County made an advance payment, those funds may be required to be repaid to CJCC.

Initials JSF

24. Subgrantees must comply with the training attendance requirements as determined by the Council of Accountability Court Judges and as required by Article 10 of the CACJ Rules. Attendees will be informed of additional training attendance requirements during the training registration process for each training. CACJ expects that everyone who registers for training will be able to attend that training. To be good stewards of state funds, attendees must cancel training reservations as soon as a conflict, illness, or other circumstance arises that prevents them from attending the training. It is understood by CACJ that emergency situations occur. Emergency situations are considered the exception but not the rule. If these requirements are not met, any expenses incurred by CACJ may be de-obligated from the subgrantee in the form of a fee or other penalty. Funds de-obligated due to noncompliance with a training requirement will be retained by CACJ to be managed by the CACJ Funding Committee.

Initials JSF

25. The subgrantee agrees that all personnel charging time to this grant must maintain timesheets documenting hours for all work performed for pay, including both grant-related and non-grant related work activities. This includes work performed that is unrelated to an accountability court.

Initials JSF

26. The subgrantee understands and agrees that payments made by CJCC do not constitute final approval of submitted expenditures. Subsequent reviews, audits, or examinations may identify expenses that fall outside the grant scope or rules. In such cases, the subgrantee may be required to repay those funds.

Initials JSF

Please be advised that failure to comply with any of the Special Conditions will result in material noncompliance with the Subgrant Agreement, thus subjecting the Subgrant Agreement to possible termination by the Criminal Justice Coordinating Council.

\_\_\_\_\_  
Authorized Official Signature

\_\_\_\_\_  
Date

BILL SLAUGHTER

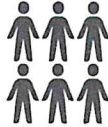
LOWNDES CO BOC CHAIR

\_\_\_\_\_  
Print Authorized Official Name

\_\_\_\_\_  
Title

# LOWNDES COUNTY FY 25 ACCOUNTABILITY COURT

## CURRENT DATA



**23**  
ACTIVE  
PARTICIPANTS



**59**  
GRADUATES  
SINCE 2016



**40**  
PROJECTED  
CENSUS FY25

## FY25 BUDGET TOTAL CASH MATCH **\$35,354.00**

Category	
COORDINATOR SALARY	\$40,304.00
COUNTY MATCH	\$23,000.00
TOTAL SALARY	\$63,304.00
IN STATE TRAINING TRAVEL	
COORDINATOR TRAVEL	\$0.00
CONFERENCE - 8 PEOPLE	\$4,126.00
TOTAL TRAVEL	\$4,126.00
DRUG TESTING	\$9,885.00
COUNTY MATCH	\$9,354.00
DRUG TESTING TOTAL	\$19,239.00
RECONNECT SERVICES	\$6,000.00
Case Manager - Contractor	\$33,705.00
COUNTY MATCH	\$3,000.00
TOTAL SALARY	\$36,705.00
SURVEILLANCE OFFICER - Contractor	\$6,000.00
ANKLE MONITORS	\$5,850.00
ULM ADMIN FEE	\$15,000.00
TREATMENT PROVIDER - Contractor	\$79,470.00
TOTAL OTHER	\$106,320.00
STATE GRANT	\$200,340.00
COUNTY MATCH REQUIREMENT - 15%	\$35,354.00
TOTAL	\$235,694.00



**DAILY COST TO HOUSE  
SOMEONE IN LCJ  
\$80**

### PROJECTED SAVINGS

**10 people X \$80/day X 365 days =  
\$292,000/year**



## NOTABLE AWARDS

- LCAC CONTINUES TO BE RECOGNIZED AS A FULLY CERTIFIED COURT BY THE COUNCIL OF ACCT COURT JUDGES





LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Purchase of Stream Credits for PI # 0016279, Coleman Road  
NW Paving and Drainage Improvements

DATE OF MEETING: June 25, 2024

Work  
Session/Regular  
Session

BUDGET IMPACT: \$51,300.00

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Purchase of 28.5 Stream Credits for Coleman Road NW  
Project and Drainage Improvements

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HISTORY, FACTS AND ISSUES: As a part of the Coleman Road NW Paving and Drainage Improvement Project, the construction will impact 38 linear feet of intermittent stream. As a result, Lowndes County will be required to purchase stream credits from an approved Army Corp of Engineers stream bank. Lowndes County will need a total of 28.5 stream credits to finalize the stream impact permit for this project. Stream credits are available through Georgia Alabama Land Trust, Inc. at \$1,800.00 per credit.

OPTIONS: 1. Approve the purchase of 28.5 Stream Credits from Georgia-Alabama Land Trust, Inc. for \$51,300.00.  
2. Redirect

RECOMMENDED ACTION: Approve

DEPARTMENT: Engineering

DEPARTMENT HEAD: Chad McLeod

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

**Georgia-Alabama Land Trust, Inc.**

226 Old Ladiga Road  
Piedmont, AL 36272 US  
+12564471006  
dladson@galandtrust.org  
www.galandtrust.org



<b>BILL TO</b> Lowndes County Board of Commissioners PO Box 1349 Valdosta, GA 31603	<b>DATE</b> 06/11/2024	<b>PLEASE PAY</b> <b>\$51,300.00</b>	<b>DUE DATE</b> 07/11/2024
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DESCRIPTION	AMOUNT
Project: Coleman Road - NWP14 HUC: Withlacoochee Credits: 28.5 stream (2018) credits X \$1800 = \$51,300.00	51,300.00
<b>SUBTOTAL</b>	51,300.00
<b>TAX</b>	0.00
<b>TOTAL</b>	51,300.00
<b>TOTAL DUE</b>	<b>\$51,300.00</b>

THANK YOU.



LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Pre-Event Debris Removal Contracts

DATE OF MEETING: June 25, 2024

BUDGET IMPACT: None

FUNDING SOURCE:

Work  
Session/Regular  
Session

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Award of Pre Event Disaster Debris Removal Contracts

HISTORY, FACTS AND ISSUES: Lowndes County recently issued a Request for Proposal (RFP) to solicit qualified debris removal contractors. The intent of the RFP is to identify contractors capable of providing debris removal services following a disaster that generates debris that overwhelms local capabilities. Lowndes County has maintained pre-event contracts since 2008 and utilized the contract for the first time following Hurricane Idalia. The Federal Emergency Management Agency (FEMA) recommends that all local governments maintain pre-event contracts with two to three qualified contractors in advance of a disaster. Having multiple contractors provides backup in case one or more of the contractors is unable to mobilize sufficient resources or otherwise meet the needs of the community. These contracts also allow local governments to lock in the best pricing and mobilize resources much faster versus having to go through an emergency bid process after a disaster.

Lowndes County held a mandatory pre-bid meeting to answer questions from interested contractors and received a total of five proposals meeting the required specifications. An evaluation committee of emergency management and public works staff reviewed the proposals and evaluated them based on the proposing firm's experience, qualifications, fee schedule and the quality of the proposal. All proposals were evaluated on a points system with 100 points being the maximum score. After all evaluations were tabulated, the scores were as follows:

- Ashbritt - 94.75
- DRC - 94.5
- Southern Disaster Recovery - 90.75
- Ceres Environmental - 85.75
- Custom Tree Care - 83.25

Staff recommends awarding pre-event contracts to the top three scored proposers. In the event of a disaster, Lowndes County would activate the contract of the primary contractor first and if they were unable to fulfill the terms of the contract, then Lowndes County would proceed to the next contractors in order of preference based on scoring.

OPTIONS: 1. Authorize the Chairman to sign contracts with the top three proposers in the following order of preference - Ashbritt, DRC, and Southern Disaster Recovery.  
2. Board's Pleasure

RECOMMENDED ACTION: Board's Pleasure

DEPARTMENT: Emergency Management

DEPARTMENT HEAD: Ashley Tye

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Pre-Event Disaster Debris Monitoring Contracts

DATE OF MEETING: June 25, 2024

Work  
Session/Regular  
Session

BUDGET IMPACT: None

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Award Pre-Event Contract for Debris Monitoring Services

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HISTORY, FACTS AND ISSUES: Lowndes County solicited Requests for Proposal (RFP) from qualified Disaster Debris Monitoring contractors.

Lowndes County has previously entered into pre-event contracts with a qualified disaster debris monitoring contractor that works in conjunction with the disaster debris removal contractors. The purpose of the monitoring firm is to protect the interest of Lowndes County by ensuring that the contractor is picking up debris in accordance with the assigned scope of work, verifying load amounts and reconciling all invoices for accuracy. This is a recommended best practice from the Federal Emergency Management Agency (FEMA) and helps ensure we receive maximum reimbursement during declared disasters. We have recently utilized the existing contract following Hurricane Idalia.

Lowndes County received four proposals that met the specifications. Each of these proposals were evaluated by a group consisting of emergency management and public works staff. The proposals were scored and ranked based on the firms experience, staff qualifications, monitoring system, quality of proposal and fee schedule. The maximum score was 100 points. Following the evaluations the scores were tabulated as follows:

Thompson Consulting - 97.5  
Volkert - 91.25  
GMC - 88  
Debris Tech - 85.5

OPTIONS: 1. Authorize the Chairman to sign a pre-event contract for Disaster Debris Monitoring Services with Thompson Consulting.  
2. Board's Pleasure.

RECOMMENDED ACTION: Board's Pleasure

DEPARTMENT: Emergency Management

DEPARTMENT HEAD: Ashley Tye

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Lowndes County Juvenile Accountability Court (LCJAC)

DATE OF MEETING: June 25, 2024

Work  
Session/Regular  
Session

BUDGET IMPACT: \$15,000.00

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Acceptance of FY25 Grant Award for the LCJAC

HISTORY, FACTS AND ISSUES: On behalf of the Lowndes County Juvenile Accountability Court (LCJAC) team, and Judge James G. Tunison, Jr., I would like to thank the Board for all the support you have given us.

LCJAC is funded through a reimbursable State Grant. To receive funding through said grant, LCJAC must secure a cash match from Lowndes County. This year's cash match amount is \$11,183.00 (FY25 budget detail attached). LCJAC requests an additional \$3,817.00 for a total of \$15,000.00.

All other monies expended by the Board of Commissioners on the Court's behalf are fully reimbursable and said payments are received by the County each quarter.

OPTIONS: 1. Approval of continued funding and cash match - as requested above.  
2. Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Juvenile Accountability Court

DEPARTMENT HEAD: Geoffrey Martin

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

FY25 Operating Grant Budget Detail Award

A25-8-036

Court Name **Lowndes County Juvenile Accountability Court**

Budget Worksheet Category	Line Item		Total Budgeted
Personnel	Coordinator	33,800.00	\$37,256
	Coordinator Benefits	3,456.00	
Contract Services	Counselor	17,000.00	\$19,000
	Program Case Manager	0.00	
	LEO/ Surveillance Officer	2,000.00	
Drug Testing Supplies	Lab Testing	3,150.00	\$3,150
Supplies /Other Costs		0.00	\$0
Equipment		0.00	\$0
In State Training and Travel	2024 CACJ Conference	3,967.00	\$3,967
	In-State Travel	0.00	
Transportation Funding			
<b>Total Budget:</b>			<b>\$63,373</b>

Match: \$11,183

CACJ Funding Committee Notes: None.

Grand Total: \$74,556

OFFICE OF THE GOVERNOR  
CRIMINAL JUSTICE COORDINATING COUNCIL

State of Georgia

SUBGRANT AWARD

**SUBGRANTEE:** Lowndes County

IMPLEMENTING

FEDERAL FUNDS: \$ 63,373

**AGENCY:** Lowndes County

**MATCHING FUNDS:** \$ 11,183

**PROJECT NAME:** Juvenile Accountability Court

**TOTAL FUNDS:** \$ 74,556

**SUBGRANT NUMBER:** A25-8-036


**GRANT PERIOD:** 07/01/24-06/30/25

This award is made under the Council of Accountability Courts Judges State of Georgia grant program. The purpose of the Accountability Court Grants program is to make grants to local courts and judicial circuits to establish specialty courts or dockets to address offenders arrested for drug charges or mental health issues. This grant program is subject to the administrative rules established by the Criminal Justice Coordinating Council.

This Subgrant shall become effective on the beginning date of the grant period, provided that a properly executed original of this "Subgrant Award" is returned to the Criminal Justice Coordinating Council by June 30, 2024.

**AGENCY APPROVAL**

**SUBGRANTEE APPROVAL**

  
\_\_\_\_\_  
Jay Neal, Director  
Criminal Justice Coordinating Council

Date Executed: 07/01/24

\_\_\_\_\_  
Signature of Authorized Official      Date

\_\_\_\_\_  
Typed Name & Title of Authorized Official

\_\_\_\_\_  
Employer Tax Identification Number (EIN)

\*\*\*\*\*  
INTERNAL USE ONLY

TRANS CD	REFERENCE	ORDER	EFF DATE	TYPE	PAY DATE	INVOICE	CONTRACT #
102	01	1	07/01/24	9		**	A25-8-036
OVERRIDE	ORGAN	CLASS	PROJECT			VENDOR CODE	
2	46	4	01				

ITEM CODE	DESCRIPTION 25 CHARACTERS	EXPENSE ACCT	AMOUNT
1	Juvenile Accountability Court	624.41	\$ 63,373

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Lowndes County DUI Court Grant Award and Match  
Approval

Work Session

DATE OF MEETING: June 25, 2024

BUDGET IMPACT: \$42,404.00

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Lowndes County DUI Court Grant Award

HISTORY, FACTS AND ISSUES: The Lowndes County DUI Court (LCDUIC) has been awarded a grant by the Criminal Justice Coordinating Council for \$149,276.00, with a 15% match requirement by the County in the amount of \$26,343.00. LCDUIC is requesting a total of \$42,404.00 for the 2024-2025 grant period to offset the shortfall from the grant. The grant only pays a portion of the salary and benefits for the surveillance officer's contract salary. Additionally, the grant covers a small portion of treatment costs, transportation, and drug testing supplies incurred annually. The grant does not fund Reconnect, the random call-in service for the drug screens or for weekend drug testing. The Court requests the shortfall be paid by the DATE funds that are generated from fines and fees collected by the State Court of Lowndes County. The authorizing Georgia Law Code section O.C.G.A 15-21-101(b)(3) states "Moneys collected pursuant to this article and placed in the "County Drug Abuse Treatment and Education Fund" shall be expended by the governing authority of the county for which the fund is established solely and exclusively (3) if an operating under the influence court division has been established in the county under Code 15-1-19, for the purposes of the operating under the influence court division."

On behalf of the Lowndes County DUI Court team and Judge Ellen S. Golden, I would like to thank the board for all the support you have given us over the years.

- OPTIONS: 1. Approve  
2. Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Lowndes County DUI Court

DEPARTMENT HEAD: Heather Harris

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:



**OFFICE OF THE GOVERNOR  
CRIMINAL JUSTICE COORDINATING COUNCIL**

State of Georgia

**SUBGRANT AWARD**

**SUBGRANTEE:** Lowndes County

**IMPLEMENTING**

**AGENCY:** Lowndes County

**PROJECT NAME:** Driving Under the Influence

**SUBGRANT NUMBER:** A25-8-017

**FEDERAL FUNDS:** \$ 149,276

**MATCHING FUNDS:** \$ 26,343

**TOTAL FUNDS:** \$ 175,619


**GRANT PERIOD:** 07/01/24-06/30/25

This award is made under the Council of Accountability Courts Judges State of Georgia grant program. The purpose of the Accountability Court Grants program is to make grants to local courts and judicial circuits to establish specialty courts or dockets to address offenders arrested for drug charges or mental health issues. This grant program is subject to the administrative rules established by the Criminal Justice Coordinating Council.

This Subgrant shall become effective on the beginning date of the grant period, provided that a properly executed original of this "Subgrant Award" is returned to the Criminal Justice Coordinating Council by June 30, 2024.

**AGENCY APPROVAL**

**SUBGRANTEE APPROVAL**

  
\_\_\_\_\_  
Jay Neal, Director  
Criminal Justice Coordinating Council

\_\_\_\_\_  
Signature of Authorized Official      Date

Date Executed: 07/01/24

\_\_\_\_\_  
Typed Name & Title of Authorized Official

\_\_\_\_\_  
Employer Tax Identification Number (EIN)

\*\*\*\*\*

INTERNAL USE ONLY

TRANS CD	REFERENCE	ORDER	EFF DATE	TYPE	PAY DATE	INVOICE	CONTRACT #
102	01	1	07/01/24	9		**	A25-8-017
OVERRIDE	ORGAN	CLASS	PROJECT			VENDOR CODE	
2	46	4	01				

ITEM CODE	DESCRIPTION 25 CHARACTERS	EXPENSE ACCT	AMOUNT
1	Driving Under the Influence	624.41	\$ 149,276

## DUI Accountability FY 2025 Request Breakdown for A25-8-017

Budget Worksheet Category	Line Item Approvals	Federally Funded by Grant	Required County Match	Additional County Match	Line Item Totals
Personnel	Program Coordinator	\$ 56,805.00	\$ -	\$ -	\$ 56,805.00
	Program Coordinator Fringe	\$ 24,470.00	\$ -	\$ -	\$ 24,470.00
	Law Enforcement/Surveillance Officer	\$ 9,833.00	\$ -	\$ 12,468.00	\$ 22,301.00
	Law Enforcement/Surveillance Officer Fringe	\$ 2,635.00	\$ -		\$ 2,635.00
	Program Case Manager	\$ 19,500.00	\$ 1,500.00	\$ -	\$ 21,000.00
	Program Case Manager Fringe	\$ 1,495.00	\$ 120.00	\$ -	\$ 1,615.00
Contract Services	Treatment Provider (Redirect)	\$ 17,000.00	\$ 15,380.00	\$ 3,593.00	\$ 35,973.00
Drug Testing Supplies	Drug Testing Supplies	\$ 7,000.00	\$ 3,143.00	\$ -	\$ 10,143.00
Supplies/Other Costs	Breathalyzer Straws, Reconnect	\$ 330.00	\$ 1,200.00	\$ -	\$ 1,530.00
Equipment		\$ -	\$ -	\$ -	\$ -
In State Training and Travel	CACJ Annual Conference	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Transportation Funding	Public Transportation	\$ 5,208.00	\$ 5,000.00	\$ -	\$ 10,208.00
		<b>\$ 149,276.00</b>	<b>\$ 26,343.00</b>	<b>\$ 16,061.00</b>	<b>\$ 191,680.00</b>
<b>Total County Request</b>		<b>\$ 42,404.00</b>			

*Lowndes County*  
*Board of Commissioners*  
*Bill Slaughter, Chairman*



*Joyce Evans, District 1*  
*Scott Orenstein, District 2*  
*Mark Wisenbaker, District 3*  
*Demarcus Marshall, Ph. D., District 4*  
*Clay Griner, District 5*

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*Post Office Box 1349 • Valdosta, GA 31603-1349 • Phone (229) 671-2400 • Fax (229) 245-5222*

June 25, 2024

Tiffany Young  
Grants Specialist, Grants Policy Division  
Criminal Justice Coordinating Council  
104 Marietta St. NW, Suite 440  
Atlanta, GA 30303

Ms. Young,

Please allow this letter to serve as my official authorization for Stephanie Black to sign any and all paperwork related to the DUI Accountability Court Subgrant # A25-8-017, awarded to the Lowndes County Board of Commissioners for the project period 7/1/24 through 6/31/25. If you should have any further questions or need additional information from me, please feel free to contact me. Thank you for your continued support of this program which allows us to better serve the citizens in our community.

Sincerely,

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Bill Slaughter  
Chairman  
Lowndes County Board of Commissioners

## **Economic Impacts and Benefits of DUI Court Participants**

- Each graduate produces \$25,921 in economic benefits to our community
- \$921 of State Income taxes are paid per participant
- An average value of \$760 of Community Service Work per participant
- Spending for Participants saves \$11,744 in court costs, counseling, drug tests, and supervision: DUI Court Graduate=\$19,421 vs. Traditional Adjudication and incarceration= \$31,165
- Costs Avoided per Graduate: health care while incarcerated- \$1,058; Victim and Societal Costs from Recidivism- \$8,439 ; Foster care costs- \$1,952
- \$24,090 is saved for one year of incarceration per participant
  
- We have had 91 graduates since 2017, with 2 more graduating July 12
  
- We currently have 28 participants, with 5 in the evaluation/application process
  
- Our capacity is 30 participants currently

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Request for Proposals (RFP) for Property & Liability Insurance

DATE OF MEETING: June 25, 2024

Work  
Session/Regular  
Session

BUDGET IMPACT: \$951,301.00

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Acceptance of the RFP for Property & Liability Insurance Coverage and Services.

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HISTORY, FACTS AND ISSUES: The Lowndes County Human Resources Department recently advertised a Request for Proposals (RFP) for Property & Liability Insurance. The RFP asked interested vendors to provide an annual premium cost to provide full service property & liability insurance coverages and services in accordance with established coverage specifications. Insurance coverages included in the RFP are as follows: Auto Liability/Physical Damage, Crime, General Liability, Law Enforcement Liability, Property & Equipment Breakdown, Public Officials Liability and Privacy & Security.

Two proposals were received:

- T. Hudson Risk Advisors, LLC, submitted a proposal for loss control services only. This proposal does not meet the coverage specifications found in the RFP.
- ACCG-IRMA submitted a proposal that meets all the coverage specifications listed in the RFP.

OPTIONS: 1. Accept the proposal from the Association of County Commissioners of Georgia (ACCG) to renew our Property & Liability Insurance Coverage at current deductible levels.

2. Board's Pleasure

RECOMMENDED ACTION: Board's Pleasure

DEPARTMENT: Human Resources

DEPARTMENT HEAD: Kevin Beals

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

# Request for Proposals



Lowndes County Board of Commissioners  
327 N. Ashley Street  
Valdosta, Georgia 31601

## **Property & Liability Insurance Coverage RFP**

RFP Response Deadline: Friday, June 14, 2024 by 5:00 P.M.

**Lowndes County  
Property & Liability Insurance  
Request for Proposals (RFP)**

The Lowndes County Board of Commissioners is interested in seeking competitive proposals from interested qualified professionals for Property & Liability Insurance coverage.

Interested parties are invited to submit a proposal based on the attached specifications. The Lowndes County Board of Commissioners reserves the right to reject any RFP and also waive any minor informalities or irregularities is reserved and at the sole discretion of the County. Lowndes County further reserves the right to choose the most advantageous coverage that is in the best interest of the County.

Proposal document information may be obtained from our website at [lowndescounty.com](http://lowndescounty.com) and at the Lowndes County Administration Building, 327 N. Ashley Street 3<sup>rd</sup> Floor, Finance Department, Valdosta, Georgia 31601, (229) 671-2527.

All responses must be submitted in a sealed envelope with the words “Property & Liability Insurance” and the name of the proposer/legal business name clearly written on the outside.

The proposal must be signed by a company officer who is legally authorized to enter into a contractual relationship on behalf of the vendor. The envelope must contain the original and three (3) copies of the proposal being submitted.

**General Information**

Lowndes County is requesting proposals from qualified individuals and firms with experience in providing the “Best Coverage” for the “Best Premium.”

Proposals shall be based on the coverage specifications provided and no bid should offer alternate limits below Georgia State Law (Auto).

All proposals submitted in response to this RFP must be valid for a period of (90) ninety days from the proposal submission deadline.

**Questions**

All questions regarding this RFP, including requests for Exposure Schedules and Loss Runs, must be received in writing and addressed to the Lowndes County Human Resources Director, Kevin L. Beals, at [kbeals@lowndescounty.com](mailto:kbeals@lowndescounty.com). These questions must be received by Monday, June 3, 2024 to allow sufficient time for the distribution of answers, to all interested parties, by Wednesday, June 5, 2024.

# RFP Requirements

## **Agent/Broker Qualifications:**

1. Broker/Agent must have at least 5 years' experience in providing services to public entity clients in Georgia.
2. Broker/Agent must provide three client references in Georgia (Municipality or County), who are able to comment on your firm's relevant experience.
3. Broker/Agent must provide evidence of State of Georgia insurance license.
4. Broker/Agent must provide comprehensive insurance placement services, including but not limited to providing confirmation of coverage, reviewing and delivering policies and endorsements, providing timely invoicing, issuing certificates and evidences of coverage, reviewing audits, filing claims, and monitoring insurer solvency.
5. Broker/Agent must disclose all fees and/or commissions related to services provided to the County.
6. Broker/Agent must provide evidence of insurance satisfactory to the County with the following minimum limits. County must be listed as an additional insured for general liability.
  - General Liability - \$1,000,000 per occurrence
  - Auto Liability - \$1,000,000 per occurrence
  - Workers' Compensation – Statutory Limits
  - Professional Liability - \$2,000,000

## **Insurance Carrier Requirements:**

1. Carrier must insure minimum of 5 Georgia county or municipal clients.
2. Carrier must have a minimum AM Best Rating of A, VIII or better, or be an authorized interlocal risk management agency in good standing with the Office of Insurance and Safety Fire Commissioner of Georgia.
3. Carrier must have available claims and loss control staff with public entity experience in Georgia.
4. Carrier must provide complimentary human resources legal helpline.

## **Broker/Agent Service Requirements:**

1. Broker/Agent must detail Risk Control Services provided and disclose costs.
2. Broker/Agent must provide a detailed plan for executing property appraisals every 5 years and provide cost estimate.
3. Broker/Agent must detail online claims reporting and policy management capabilities available to the County.



# Coverage Specifications:

## Expiring Property and Crime Coverage

### PROPERTY

Real & Personal Property Limit	Per Schedule
• Blanket Coverage	Yes
• Coinsurance	No
• Include Builders Risk Coverage for New Construction	Yes - \$5,000,000 max
• All Risks (subject to the standard exclusions)	Yes
Replacement Cost Coverage (except Auto/Mobile Equipment)	Yes
• Requirement to Rebuild on Same Site	No
Deductible	\$15,000

### CRIME

Blanket Employee Dishonesty Bond	\$50,000employee/\$500,000occurrence
Computer Theft and Funds Transfer Fraud	\$150,000
Forgery & Alteration	\$150,000
Money & Securities (Loss Inside/Outside)	\$150,000
Social Engineering Fraud – Annual Aggregate	\$25,000
Statutory Bonds	Various Limits as Required
Deductible	\$0 on Statutory Bonds; otherwise \$15,000

### EXTENSIONS

Accounts Receivable	\$1,000,000
Automobile Physical Damage	Per Schedule
Business Income and Extra Expense Combined	\$5,000,000
Contingent Business Interruption/Contingent Extra Expense	\$250,000
Debris Removal	Lesser of \$2,500,000/25% loss
Increased Cost of Construction	\$2,500,000
Earthquake (Annual Aggregate)**	\$5,000,000
Electronic Data and Media	\$2,500,000
Flood (Annual Aggregate)** - (Except \$1,000,000 per occurrence and aggregate for scheduled properties in Special Hazard Zones for Flood)	\$5,000,000
Landscaping	\$15,000/shrub or tree; \$100,000 max
Leasehold Interest	\$1,000,000
Loss of Rental Income	Yes
Miscellaneous Unnamed Property	\$100,000
Newly Acquired Property and Automobile and Mobile Equipment	\$5,000,000
Personal Effects (Property of Employees and Others)	\$50,000
Terrorism	Yes
Transit	\$100,000
Valuable Papers & Records	\$1,000,000

### ADDITIONAL FEATURES

Property Appraisals – Buildings over \$100,000	Yes
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Newly Acquired Vehicles and property valued under \$500,000 automatically covered mid-term without notice to ACCG-IRMA	Yes
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## Expiring Equipment Breakdown Coverage

### COVERAGES INCLUDED

Business Interruption/Extra Expense	Yes
Explosion	Yes
Refrigeration Interruption	Yes
Replacement Cost Valuation	Yes
Spoilage & Contamination	Yes

### SUBLIMITS

Spoilage	\$500,000
Service Interruption	\$1,000,000
Business Income and Extra Expense	\$10,000,000
Expediting Expenses	\$500,000
Hazardous Substances	\$1,000,000
Ammonia Contamination	\$500,000
Data & Media	\$1,000,000
CFC Refrigerants	\$250,000
Computer Equipment	\$50,000,000
Deductible	\$15,000

## Expiring Privacy & Security Liability and Expense Coverage

### COVERAGES INCLUDED

Liability – Per Occurrence & Aggregate	\$1,000,000
Sub limits:	
Data Breach Expenses	\$500,000
Extortion	\$50,000
Deductible	\$25,000

## Expiring Third-Party Liability Coverage

### COVERAGES

General Liability (Occurrence Form) *	Yes
• <input type="checkbox"/> Per Occurrence Limits	\$1,000,000
• <input type="checkbox"/> Aggregate Limit	None
• <input type="checkbox"/> Deductible	\$15,000
Law Enforcement Liability (Occurrence Form)	Yes
• <input type="checkbox"/> Per Occurrence Limits	\$1,000,000
• <input type="checkbox"/> Aggregate Limit	\$2,000,000
• <input type="checkbox"/> Deductible	\$15,000
Automobile Liability (Occurrence Form)	Yes
• <input type="checkbox"/> Per Occurrence	\$500,000/\$700,000/\$50,000
• <input type="checkbox"/> Aggregate Limit	None
• Deductible	\$15,000
• Uninsured Motorists	No Coverage
Public Officials E&O Liability (Part A) and Employee Benefits Liability (Part B) *	Yes

- Per Wrongful Act \$1,000,000
- Aggregate Limit \$2,000,000
- Deductible \$15,000
- Coverage Form (A) Occurrence  
(B) Claims Made

#### **EXTENSIONS**

Blanket Contractual Liability	Yes
Broadened Personal Injury and Named Insured Definitions	Yes
Care, Custody & Control	Yes
Defense in Addition to Limits	Yes
Incidental Malpractice	Yes
Independent Contractors	Yes
Limited Pesticide/Herbicide Applicator Coverage	Yes
Limited Pollution from Hostile Fire, Firefighting Activities, etc.	Yes
Limited Terrorism Coverage (\$1,000,000 shared)	Yes
Sexual Misconduct	Yes
Single Occurrence Deductible for Multiple-Line Program	Yes

**Property & Liability Insurance  
RFP Vendor Information Data Sheet**

1. **Legal Business Name:** \_\_\_\_\_
  
2. **Street Address:** \_\_\_\_\_
  
3. **City, State & Zip:** \_\_\_\_\_
  
4. **Type of Business:** \_\_\_\_\_ **State of Registration:** \_\_\_\_\_  
(Association, Corporation, Partnership, Limited Liability Co., etc.)
  
5. **Name of Authorized Signer:** \_\_\_\_\_
  
6. **Primary Contact:** \_\_\_\_\_
  
7. **Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_
  
8. **E-mail:** \_\_\_\_\_
  
9. **Has your company ever been debarred from doing business with any federal, state or local agency.** \_\_\_\_\_

**If yes, please state the agency name, dates and reason for debarment.**

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**Property & Liability Insurance  
RFP Vendor Premium Proposal Form**

Company Name \_\_\_\_\_

The following proposal is offered to Lowndes County based on the coverages provided in the Coverage Specifications section of this RFP:

<b>Policy Period</b>	July 1, 2024, through June 30, 2025
<b>Proposed Carrier</b>	
<b>Annual Premium*</b>	\$

\*Vendor must attach a proposal that supports the coverage quoted under the annual premium. (If multiple carriers are being utilized please provide a separate proposal form for each carrier)

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**Proposal Question:** Will the Lowndes County Attorney be given first consideration, as legal representation, for any litigation and law suits filed against Lowndes County, their employees and Elected Officials.

Please mark your answer: Yes: \_\_\_\_\_

No: \_\_\_\_\_

---

Authorized Signature

Title

---

Print Name

Date

**CLIENT REFERENCE LIST**  
(Municipality or County)

All references must be from a Georgia (Municipality or County Government) who are able to comment on your firm's relevant experience.

**REFERENCES:**

1. Name: \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Property & Liability Service Currently Being Provided : Yes \_\_\_\_\_ or No \_\_\_\_\_

2. Name: \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Property & Liability Service Currently Being Provided : Yes \_\_\_\_\_ or No \_\_\_\_\_

3. Name \_\_\_\_\_

Street address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Property & Liability Service Currently Being Provided : Yes \_\_\_\_\_ or No \_\_\_\_\_

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Bid for a Vac-Trailer for the Utilities Department

DATE OF MEETING: June 25, 2024

Work  
Session/Regular  
Session

BUDGET IMPACT: \$96,110.00

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Bid for a Vac-Trailer for the Utilities Department

HISTORY, FACTS AND ISSUES: Lowndes County solicited bids for a new Vac-Trailer for the Utilities Department. This is a budgeted item. The county received three bids that met specifications:

Carter's Equipment	Havana, FL	\$96,110.00
Vermer Southeast	Marietta, GA	\$111,530.50
Vacutek Rental	Austell, GA	\$133,350.00

OPTIONS: 1. Award the bid to Carter's Equipment.  
2. Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Finance

DEPARTMENT HEAD: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS: