



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • JUNE 11, 2018

Regular Meeting

City Council Chamber

6:00 PM

107 South Lee Street - City Hall, Kingsland, GA 31548

I. CALL TO ORDER AND WELCOME GUESTS

II. INVOCATION AND PLEDGE TO THE FLAG

III. ROLL CALL

Kenneth E Smith Sr
James McClain
Charles Grayson Day Jr.
James W Galloway
Michael J McClain

Mayor
Mayor Pro Tem
Councilman
Councilman
Councilman

IV. CONSENT DOCKET

- A. Approve the Council Minutes of the last regular Council Meeting
- B. Approve the Agenda as Presented
- C. Approve the Payments of Accounts Payable as Due and Funds Available

V. RECOGNITION

- 1. Special Recognition for Two Scholarship Winners - DDA Board -
2018 Jim Doughty Award - Olivia Irvin
2018 Keith Dixon Award - Ronan Kennedy Sweeney
- 2. Recognition - Kingsland ISO Rating, Chief Terry Smtih -

VI. PRESENTATION

- 1. Presentation: Charles White, Camden County EOC - National Level Exercise 2018 -
Presentation regarding Camden's participation in the National Level Exercise 2018

VII. GRANTING AUDIENCE TO THE PUBLIC

VIII. OLD BUSINESS

IX. PLANNING AND ZONING

1. Approval Of: Home Occupation Permit -

Dustin Gatch is requesting a home occupation permit for Gatch's Pressure Washing, Zoning is R-1, located at 205 Norwood Drive. *Planning Commission recommends approval.*

2. Approval Of: Preliminary Plat for Lake Manor West, Parcel 107 005 (In Part) -

Owner, Soncel Inc., proposed 24 lots, 2 tracts the Lakes near Coastal College. Zoned R-1. *Planning Commission recommends approval.*

3. Approval Of: Preliminary Plat for Waters Edge III Parcel 108 073 -

Owner Waters Edge Kingsland Holdings, LLC, proposed 22 lots on 6.25 acres. Present zoning - R-1. *Planning Commission recommends approval.*

X. NEW BUSINESS

1. Approval Of: Bid Award for Purchase and Installation of Equipment on Four (4) Police Vehicles -

Staff recommends low bid, West Chatham Warning Devices \$55,798.32

2. Approval Of: Bid Award -

Bid award for two pick-up trucks (1 Public Works & 1 Police). *Staff recommends low bid Woody Folson Ford @ \$29,250.00 each.*

3. Approval Of: Bid Award -

Bid award for Welcome Center Visitors Guide. *Staff recommends low bid Launch Printing and Promotions, 15,000 copies @ \$1,899.00.*

4. Approval Of: Mutual Aid Agreement - Fire Chief Terry Smith

Approval of a mutual aid agreement between the City of Kingsland and Kings Bay Fire and Emergency Services. *Staff recommends approval.*

5. Adoption Of: Resolution #2018-11 - City Clerk Linda M Oshaughnessy

A Resolution establishing the 2018 qualifying dates and times for certain city offices in the City of Kingsland. *Staff recommends approval.*

6. Approval Of: Limited Warranty Deed Sheffield South Lift Station -

Approval of the limited warranty deed for Sheffield South Lift Station. *Staff recommends approval.*

7. Approval Of: Resolution 2018-12 -

Resolution accepting property; Sheffield South Lift Station. *Staff recommends approval.*

8. Reappointment of Non-Public Representative for Camden County to Serve on CRC Council -

Mr. Craig Root was last appointed to the Coastal Regional Commission on July 2017.

9. Approval Of: Cancellation of CodeRED Service Agreement -

Cancellation of the current CodeRED service agreement dated December 12, 2016 pending approval of a joint contract with Camden County. *Staff recommends approval.*

10. Approval Of: Service Agreement with Coastal Engineering Consultants -

Service agreement with Coastal Engineering Consultants to work with Kingsland on specific drainage issues. *Staff recommends approval.*

XI. MAYOR AND COUNCIL ANNOUNCEMENT

XII. ADJOURNED



BID TABULATION
Purchase and Installation of Equipment on Four Police Vehicles
Thursday, May 10, 2018 @ 2:00 PM

VENDOR	Equipment Cost 2017 Dodge Chargers (Total for 4 Vehicles)	Labor Cost (Total for 4 Vehicles)	Delivery Cost (Total for 4 Vehicles)	Total Cost	ETA	Comments
West Chatham Warning Devices	\$52,398.32	\$3,200.00	\$200.00	\$55,798.32	60 Days	
Interceptor Public Safety Products	\$54,772.00	\$3,640.00	\$240.00	\$58,652.00	14 Days	
Dana Safety Supply	\$54,774.92	\$7,240.00	\$500.00	\$62,514.92	60 Days	
Hasty's	\$61,396.00	\$6,000.00	N/A	\$67,396.00	30 Days	Quoted with Federal Light Bar
Hasty's	\$62,328.00	\$6,000.00	N/A	\$68,328.00	30 Days	Quoted with Whelan Light Bar

*RFP was advertised on the City and GMA websites.



City of Kingsland
BID TABULATION
RFP #COK 18-015
3/4 Ton Pick-Up Trucks
Thursday, June 7, 2018 @ 2:00 PM

Vendor	Year	Make	Model	ETA	Total Cost
Woody Folson Ford	2018	Ford	F-250 4X4 Crew	70-90 Days	\$29,250.00
Downtown Nashville Nissan	2018	Nissan	Titan Pro 4X4 Crew Cab	90 Days	\$41,500.00
Brannen Motor Company					NO BID SUBMITT
Niminicht Chevrolet					NO BID SUBMITT
Bennett Chevrolet					NO BID SUBMITT
Jacky Jones					NO BID SUBMITT
Aikens Ford					NO BID SUBMITT
Hardy Automotive					NO BID SUBMITT
Wade Ford					NO BID SUBMITTE
Bennett Chrysler					NO BID SUBMITTE
Murray Ford					NO BID SUBMITTE
Walker Jones					NO BID SUBMITTE
Sunbelt					NO BID SUBMITTE

*RFP was also advertised on the City of Kingsland and GMA websites.

Attachment: Bid Tabulation-3-4 Ton Pick-Up Trucks (2204 : Approval Of: Bid Award 2 Pick-Up Trucks)

CITY OF KINGSLAND



Professional Printing Services

RFP #COK 18-016

Thursday, June 7, 2018 @ 2:30 PM

Name of Vendor	5,000 Copies	10,000 Copies	15,000 Copies	Estimated Time of Delivery	Notes
Launch Printing and Promotions	\$970.00	\$1,422.00	\$1,899.00	7 Days Business Days	N/A
FCL Graphics, Inc.	\$1,340.00	\$1,677.00	\$2,053.00	14 Business Days	N/A
Creative Printing, Inc.	\$2,480.00	\$3,384.00	\$4,130.00	5-7 Business Days	N/A
Proforma ABBA Graphics	\$2,826.00	\$3,900.00	\$5,400.00	7-14 Business Days	N/A
Express Printing					No Bid Submitted

Advertised on City of Kingsland and GMA websites.

ACKNOWLEDGEMENT of REVIEW

By signing this document, you are acknowledging that the **Mutual Aid Agreement made the 1st day of June, 2015 between Commanding Officer, Naval Submarine Base, 1063 USS Tennessee Ave., Kings Bay, GA 31547 and City of Kingsland, Georgia for the provision of Fire Fighting Assistance** has been reviewed with no changes or modifications at this time.

Date	
Title	
Printed Name	
Signature	

Date	
Title	
Printed Name	
Signature	

SIGNATURES:

The Honorable Kenneth Smith, Sr.
Mayor
City of Kingsland
Camden County, Georgia

6/9/2015

Date



Captain James Jenks
Commanding Officer
Naval Submarine Base
Kings Bay, Georgia

30 Oct 2015

Date

Attachment: Mutual Aid Agreement Kings Bay 2018 (2201 : Approval Of: Mutual Aid Agreement)

authorized and has the discretion to render disaster relief or emergency assistance to preserve life and property in the vicinity of a DOD installation, when in the opinion of the installation commander, the assistance is in the best interest of the United States. 42 U.S.C. §§ 5121-5206; DOD 3025.1-M.

TRAINING:

1. Whenever either Party hosts fire protection training for its own Fire Department ("Host Department") it may, to the maximum extent practicable and subject to its sole discretion, offer to provide the same training to members of the other Party ("Guest Department").
2. The Host Department will not charge the Guest Department for any training provided under the terms of this Agreement, unless it is a cost that cannot be covered by the Host Department such as, cost per student or cost of a certificate. Further, any such training will be provided on a space available basis only.
3. The Guest Department and/or its members will be solely responsible for the payment of any and all costs necessary for the Guest Department personnel to attend any training provided by the Host Department including, but not limited to, lodging, meals and travel.
4. This Agreement is entered into voluntarily by both Parties with no obligation on the part of either to provide such training to the other or, if such training is offered to the other Party, to participate in such training.
5. The Guest Department is responsible for ensuring that its members observe all rules, regulations, and guidelines established by the Host Department for training provided by the Host Department, as such rules, regulations and guidelines are made known to the Guest Department. Neither Party shall hold the other Party liable or at fault for damage or injury incurred during joint training activities.
6. The Host Department reserves the right to deny training to any member of the Guest Department who does not meet the prerequisites necessary to attend the training which is offered by the Host Department under the terms of this Agreement.

Execution of this Agreement:

This Agreement shall become effective upon the date annotated above, and shall remain in full force and effect until cancelled by mutual agreement of the Parties, or upon the provision of at least sixty (60) days advance written notice from the Party desiring to terminate this Agreement to the other Party. Upon becoming effective, this Agreement shall supersede all previous agreements between the Parties concerning the rendering of assistance from one to the other for the purposes stated in this Agreement.

IN WITNESS WHEREOF, the parties hereto have made and executed this to the agreement on the respective dates under each signature. City of Kingsland, Georgia through its Legislative Body signing by and through its City Mayor authorized to execute same by Legislative Body action on the 1st day of June, 2015, and the Department of Navy signing by and through the Commanding Officer, Naval Submarine Base Kings Bay Georgia duly authorized to execute same on the 1st day of June, 2015.

procedures in a manner compatible with the operational authorities of each. In the absence of more specific procedures, the Parties will generally proceed as follows:

- a. The senior officer on duty of the Fire Department receiving a request for assistance shall take the following actions:
 - i. Immediately determine if the requested apparatus and personnel are available to respond to the call for assistance.
 - ii. In accordance with the terms of this Agreement, forthwith dispatch such apparatus and personnel, along with instructions as to their mission, use and deployment, in quantities and amounts as in the judgment of the senior officer receiving the call can be provided to the requesting Fire Department without jeopardizing the mission of the Fire Department providing such resources.
 - b. The senior officer of the Fire Department requesting assistance shall normally assume full charge of the operations at the scene of the fire or other emergency. However, under procedures agreed to by the technical heads of the Fire Departments involved, a senior officer of the Fire Department furnishing the assistance may assume responsibility for the coordination of the overall operations at the scene of the fire or other emergency.
4. The rendering of assistance under the terms of this Agreement shall not be mandatory.
- a. The Party receiving a request for assistance shall endeavor to immediately inform the requesting Party if the requested assistance cannot be provided and, if assistance can be provided, the quantity of such resources as may be dispatched in response to such request.
 - b. Neither Party shall hold the other Party liable or at fault for failing to respond to any request for assistance or for failing to respond to such a request in a timely manner or with less than optimum equipment and/or personnel, it being the understanding of the Parties that each is primarily and ultimately responsible for the provision of fire suppression and hazardous material incident response needed within their own jurisdictions.
5. The officers and personnel of the Fire Departments of the Parties to this Agreement are invited and encouraged, on a reciprocal basis, to frequently visit each other's activities for guided familiarization tours (consistent with local security requirements) and, as feasible, to jointly conduct pre-fire planning inspections, drills and training.
6. Each Party hereby agrees that the general intent with respect to the rendering of assistance under this Agreement is not to seek reimbursement from the Party requesting such assistance. Exceptions to this understanding would apply in the event of lost or damaged equipment, substantial amounts of supplies expended that directly related to support provided under this MAA, or other significant costs incurred that exceed originally available funding as demonstrated by documentary proof of unprogramed/unbudgeted/unforecasted outlays and expenditures that were directly related to support provided under this MAA.
- a. Under the authority of 15 U.S.C. § 2210 and 44 C.F.R. § 151, Kingsland is permitted to seek reimbursement for direct expenses and losses (defined as additional fire fighting costs over normal operational costs) incurred in fighting fires on property under the jurisdiction of the United States.
 - b. Under the authority of 42 U.S.C. § 1856a, either Party may seek reimbursement from the other for the costs incurred by it in providing services to the other Party in response to a request for assistance.
7. As required by Federal law as a condition precedent to entering into this Agreement, the Parties hereby waive all claims against the other Party for compensation of any loss, damage, personal injury, or death occurring in consequence of the performance of this Agreement.
8. Independent of, and in addition to, any provisions of this Agreement, Naval Submarine Base Kings Bay Georgia is

**MUTUAL AID AGREEMENT
BETWEEN
COMMANDING OFFICER, NAVAL SUBMARINE BASE, 1063 USS TENNESSEE AVE,
KINGS BAY, GA 31558-7272
AND
CITY OF KINGSLAND, GEORGIA
FOR THE PROVISION OF FIRE FIGHTING ASSISTANCE**

THIS MUTUAL AID AGREEMENT (hereinafter, the "Agreement") is made and entered into this 1st day of June 2015 by and between Commanding Officer, Naval Submarine Base Kings Bay, Kings Bay Georgia (hereinafter, "Navy"), and the Local Government Entity, City of Kingsland, Georgia, for firefighting assistance (hereinafter, "Kingsland").

WITNESSETH:

WHEREAS, each of the Parties hereto maintains equipment and personnel for the suppression of fires and response to hazardous materials incidents occurring within areas under their respective jurisdictions, and

WHEREAS, each of the Parties hereto maintains equipment and personnel for the protection of life and property from fire to include basic medical support, basic and advanced life support, special rescue events involving vehicular and water mishaps; and building extractions and,

WHEREAS, the Parties hereto desire to augment the fire protection and hazardous material response capabilities available in their respective jurisdictions by entering into this Agreement, and

WHEREAS, the lands or districts comprising the respective jurisdictions of the Parties are adjacent or contiguous to one another such that the rendering of mutual assistance between the Parties in response to a fire or hazardous material incident is feasible, and

WHEREAS, it is the policy of the Department of the Navy and the Commanding Officer, Naval Submarine Base Kings Bay, to enter into Mutual Aid Agreements (MAA) with non-Federal Fire Departments located in the vicinity of a Naval installation, whenever practicable, and

WHEREAS, the Parties have mutually concluded that it is desirable, practicable, and beneficial for the Parties to enter into this Agreement to memorialize their willingness and ability to render assistance to one another, in order to enhance the safety and security of the civilian community and of the Naval Submarine Base Kings Bay and outlying installations and facilities.

NOW, THEREFORE, BE IT AGREED THAT:

1. Pursuant to 42 U.S.C. §1856a, DODI 6055.06, and OPNAVINST 11320.23G, the Parties enter into a Mutual Aid Agreement (MAA) to provide personnel and equipment required for fire prevention; the protection of life and property from fire; fire fighting and suppression to include emergency services, including basic medical support, basic and advanced life support; hazardous material containment and confinement; and special rescue events involving vehicular and water mishaps; and building extractions.
2. The senior officer of a Fire Department belonging to a Party to this Agreement, or the senior officer of such Fire Department actually present at a fire or hazardous material incident, may request fire fighting assistance under the terms of this Agreement from the other Party's Fire Department, whenever he/she deems it necessary to make such a request.
3. The requesting and rendering of assistance from one Party to the other under the terms of this Agreement shall be accomplished in accordance with detailed operational plans and procedures, which shall be developed by each of the Parties. The technical heads of each Party's Fire Departments shall work together to implement such plans and



FIRE AND EMERGENCY SERVICES DEPARTMENT (N30)

870 Hunley Ave. Bldg. 2014
Kings Bay, GA 31547

May 7, 2018

City of Kingsland Fire Department
125 Gross Rd
Kingsland, GA 31548

Subj: Mutual Aid Agreement 3 Year Review

Dear Mr. Smith,

Your assistance is requested with completing the triennially review of the Mutual Aid Agreement between Naval Submarine Base Kings Bay Fire & Emergency Service and Kingsland Fire Department. In accordance with Naval Operations Instruction 11320.23G Navy Fire & Emergency Services Program, Mutual Aid Agreements is reviewed every 3 years by each party to evaluate its effectiveness to determine if modifications are necessary.

Please find the attached Mutual Aid Agreement for your convenience. Upon completion of your review, please sign and date in the space provided below and return as soon as possible. Please feel free to contact Nichele Murray at (912) 573-2114 or nichele.murray@navy.mil for any questions or concerns.

Respectfully,

Freddie Thompson Jr.
Fire Chief N30
Naval SUBASE Kings Bay
Fire & Emergency Services

Encl: Acknowledgment of Review

Attachment: Mutual Aid Agreement Kings Bay 2018 (2201 : Approval Of: Mutual Aid Agreement)



City of Kingsland

RESOLUTION #2018-11

A RESOLUTION ESTABLISHING THE 2018 QUALIFYING DATES AND TIMES FOR CERTAIN CITY OFFICES IN THE CITY OF KINGSLAND

Whereas, O.C.G.A. § 21-2-132, § 21-2-153 requires City Council to fix and publish qualifying dates and times in the upcoming General Election; and

Whereas, Elected Officials terms for Mayor, City Council Post 3 and Post 4 expire as of December 31, 2018, thereby requiring a General Municipal Election to be held on November 6, 2018 to fill these positions; and

Whereas, the City Clerk shall place an advertisement for the qualifying and notice of said election in the legal organ;

NOW, THEREFORE BE IT RESOLVED by the City Council, acting as the governing authority of the City of Kingsland, Georgia that the 2018 qualifying dates and times for certain city offices are established as follows:

The qualifying period for the election will be Monday, August 20 through Friday, August 24, 2018 from 8:30 AM until 4:30 PM each day. Qualifying will be held in the City Clerk's Office located at City Hall, 107 South Lee Street, Kingsland, Georgia; and

The non-refundable qualifying fee for Mayor is \$253.50 and City Council \$180.75.

ADOPTED, this 11th day of June, 2018, City of Kingsland, Georgia.

Kenneth E. Smith, Sr., Mayor

ATTEST:

Linda M. O'Shaughnessy, City Clerk

Attachment: Resolution (2176 : Adoption Of: Resolution #2018-11)

Please return to:
 Kinney & Kinney, LLC.
 Attorneys at Law
 P. O. Box 7050
 St. Marys, GA 31558

STATE OF GEORGIA
 COUNTY OF CAMDEN

LIMITED WARRANTY DEED

THIS INDENTURE, made this ____ day of _____, 2018, between REALTREE INVESTMENTS, LLC, a Georgia limited liability company, of the first part ("Grantor"), and the CITY OF KINGSLAND, a municipal corporation of the State of Georgia, of the second part ("Grantee").

WITNESSETH: that the Grantor, for and in consideration of the sum of \$10.00 and other valuable considerations, in hand paid at and before the sealing and delivery of these presents, the receipt of which is hereby acknowledged, has granted, bargained, sold and conveyed, and by these presents does grant, bargain, sell and convey unto the said Grantee, its successors and assigns, the following described property:

All that lift station area, containing .11 acres, as more fully and accurately shown and described on that certain plat of survey titled "Replat of: Sheffield South, Phase 3, Lots 9 thru 13 Subdivision," prepared by Matthew M. Jordan, Georgia Registered Land Surveyor No. 3011, dated February 20, 2018, recorded in Plat Book 2018, Page 24, Camden County, Georgia, records.

Said lift station area is more specifically described as follows: To find the point of beginning, commence at the southwest corner of Lot 11 of said Replat of: Sheffield South, Phase 3, Lots 9 thru 13 Subdivision, thence continue in an easterly direction along a curve in the northerly right-of-way line of Logans Way, said curve being concave to the southwest and having a radius of 50 feet, a chord bearing of South 58° 07' 08" East, a chord distance of 35.65 feet and an arc distance of 36.45 feet to an iron pin which is the point of beginning. FROM SAID POINT OF BEGINNING, run thence, North 64° 16' 05" East 122.56 feet to a point; thence, run North 25° 43' 55" West 15 feet to a point; thence, run North 64° 16' 05" East 50 feet to a point; thence, run South 25° 43' 55" East 50 feet to a

Attachment: Sheffield South Lift Station Deed (2177 : Approval Of: Limited Warranty Deed)

point; thence, run South 64° 16' 05" West 50 feet to a point; thence, run North 25° 43' 55" West 15 feet to a point; thence, run South 64° 16' 05" West 122.57 feet to a point on the northerly right-of-way line of Logans Way; thence, run in a westerly direction along a curve in the northerly right-of-way line of Logans way, said curve being concave to the southwest and having a radius of 50 feet, a chord bearing of North 25° 41' 54" West, a chord distance of 20 feet and an arc distance of 20.14 feet to the point of beginning.

SUBJECT, NEVERTHELESS, to easements of record, if any.

TO HAVE AND TO HOLD the said bargained premises, together with all and singular the rights, members and appurtenances thereof, to the same being, belonging or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee, its successors and assigns, forever, IN FEE SIMPLE.

And the said Grantor, for itself, its successors and assigns, will warrant and forever defend the right and title to the above described property unto the said Grantee, its successors and assigns, against the lawful claims of all persons owning, holding or claiming by, through or under the said Grantor.

IN WITNESS WHEREOF, the said Grantor has hereunto set its hand and affixed its seal through its duly authorized officers, the day and year first above written.

REALTREE INVESTMENTS, LLC,
a Georgia limited liability company

By: Crystal N. Readdick (SEAL)
Crystal Nicole Readdick, its Member

Signed, sealed, and delivered
in the presence of:

Robin K. Cannon
Witness

Patricia A. Brandon
Notary Public



Attachment: Sheffield South Lift Station Deed (2177 : Approval Of: Limited Warranty Deed)

RESOLUTION ACCEPTING PROPERTY

WHEREAS, the City of Kingsland has previously approved the subdivision plat of the Replat of Sheffield South, Phase 3, Lots 9 thru 13 Subdivision by Matthew M. Jordan, Georgia Registered Land Surveyor No. 3011, dated February 20, 2018, said plat being recorded in Plat Book 2018, Page 24, Camden County, Georgia, records; and

WHEREAS, a lift station as required under ordinances of the City of Kingsland, has been completed in said subdivision and accepted by the City of Kingsland; and

WHEREAS, the developer of said subdivision has tendered to the City of Kingsland a deed conveying the lift station within the subdivision, which deed is acceptable to the City of Kingsland;

NOW, THEREFORE BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KINGSLAND, GEORGIA, that the deed from REALTREE INVESTMENTS, LLC, to the City of Kingsland, conveying said lift station, in the Replat of Sheffield South, Phase 3, Lots 9 thru 13 Subdivision, dated _____, 2018, is hereby accepted by the City of Kingsland.

THIS ____ day of _____, 2018.

CITY OF KINGSLAND, GEORGIA

By: _____(SEAL)
Its Mayor

Attest: _____(SEAL)
Its Clerk

Attachment: Sheffield South Lift Station Resolution 2018-12 (2202 : Approval Of: Resolution 2018-12)

CLERK'S CERTIFICATE

I, _____, the duly appointed, qualified and acting Clerk of the City of Kingsland, Georgia, do hereby certify that the attached resolution was duly adopted by the Mayor and Council of the City of Kingsland, Georgia, at its regular meeting held on _____, 2018, and I do further certify that the copy of the resolution is a true and correct copy of said resolution adopted at said meeting and on file and of record.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said City this ____ day of _____, 2018.

Clerk

Attachment: Sheffield South Lift Station Resolution 2018-12 (2202 : Approval Of: Resolution 2018-12)



Serving the Cities and Counties of Coastal Georgia since 1964

TO: Chairman Jimmy Starline, Camden County Commission
 Mayor Kenneth Smith, City of Kingsland
 ✓ Mayor John F. Morrissey, City of St. Marys
 Mayor Steve Parrott, City of Woodbine

FROM: Allen Burns, Executive Director 

DATE: April 17, 2018

SUBJECT: Reappointment/Appointment of Non-Public Representative for Camden County to Serve on the CRC Council

As you know, Mr. Craig Root has served as the non-public representative of Camden County and the cities of Kingsland, St. Marys, and Woodbine for the CRC Council. Mr. Root was last appointed to the CRC Council in July 2017. With the end of his current term, it is important that you jointly reappoint him or appoint someone else to this position. Terms run from July 1 –June 30, and are eligible for reappointment each year.

Please remember that a non-public representative must fill this position. It is also very important that the person appointed to this position be able to attend the regular meetings that are held on the second Wednesday of every month at the Richmond Hill City Center at 10:00 a.m.

To finalize this reappointment/appointment, the County and municipalities need to agree on the reappointment/appointment and then submit a letter signed by the Chairman, with the Mayors copied, confirming the concurrence of a reappointment/appointment of an individual to serve in this capacity.

Should you have any questions, please contact Colletta Harper, Administrative Services Director, at charper@crc.ga.gov or 912-437-0811.

AB/ch

c: Steve Howard, Camden County Administrator
 Craig Root

Attachment: Coastal Regional Commission (2183 : Reappointment of Non-Public Representative for Camden County to Serve on CRC Council)

June 11, 2018

RE: Cancellation Request CodeRED Service Agreement

To Whom It May Concern:

Please be advised that it is the City of Kingsland's intention to cancel our current CodeRED service agreement dated December 12, 2016 and to enter into a joint agreement with Camden County and CodeRED. The new joint agreement is to become agreement effective July 1, 2018.

Our current year contract is paid through December 12, 2018 in the amount of \$5,000. We would like to request a prorated credit for the unused portion and be issued a refund check for the amount from our existing CodeRED service agreement.

Sincerely,

Lee Spell
City Manager

GENERAL SERVICES AGREEMENT FOR CIVIL ENGINEERING SERVICES

PREPARED FOR

CITY OF KINGSLAND

107 S.LEE STREET

P. O. BOX 250

KINGSLAND, GEORGIA 31548



P. O. BOX 20306
ST. SIMONS ISLAND, GEORGIA 31522
(912) 223-0647

1.0 GENERAL

This Agreement, made this ____ day of June, 2018 by and between the **City of Kingsland, Georgia (CLIENT)** and **Coastal Engineering Consultants, Inc. (ENGINEER)**:

CLIENT intends to construct various improvements to drainage systems and related storm water management facilities throughout the City of Kingsland for which **ENGINEER** agrees to perform professional engineering services associated with the planning, design and construction of said improvements.

For and in consideration of the mutual covenants and promises between the parties hereto, it is hereby agreed as follows.

2.0 ENGINEER'S RESPONSIBILITIES

In providing professional services under this agreement, **ENGINEER** will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. The **ENGINEER** further agrees to maintain professional liability insurance and comprehensive general liability insurance in the following amounts:

Commercial General Liability (CGL)	\$1,000,000	Each Occurrence
	\$2,000,000	General Aggregate
Professional Liability (EO)	\$2,000,000	Each Claim
	\$2,000,000	General Aggregate

Certificates of Insurance coverage are included as an attachment to this agreement.

Specialized consulting services may be deemed necessary by the **ENGINEER** to carry out the scope of the **ENGINEER'S** services including but not limited to property and topographic surveys, geo-technical explorations, detailed soils analysis and testing, wetland delineations, etc. Such services shall be considered additional services as delineated in **Section 2.6** below. **ENGINEER** enjoys a successful and productive relationship with a number of qualified surveying firms. If **ENGINEER** engages the services of any sub-consultant directly, CGL and EO insurance coverage will be required for any sub-consultant so engaged. However, **ENGINEER** does not control the actions of another firm and does not warrant or guarantee the work of any sub-consultant. **CLIENT** may, at its discretion, contract directly with any required sub-consultant. **ENGINEER** proposes the following scope of services for any specific project requested by the **CLIENT**.

2.1 *Project Development Phase*

For each specific task or project requested by **CLIENT**, The **ENGINEER** will meet with appropriate personnel, conduct preliminary investigations, review available documents (plans, reports, etc.), and develop alternatives for necessary drainage improvements. A written summary of **ENGINEER'S** findings during this phase will be prepared and delivered to **CLIENT**. The written summary will include maps and sketches of recommended improvements, an estimated schedule for implementation and a

preliminary opinion of probable cost. The **ENGINEER** will attend conferences with the **CLIENT**, and provide progress reports or presentations to the City Council or other interested parties as may be deemed necessary by the **CLIENT**.

2.2 Design Phase Services

Based upon the findings of the Project Development Phase of Section 2.1 above and upon the written authorization of **CLIENT** to proceed, the **ENGINEER** will provide final design services as defined below.

2.2.1 Preparation of Storm Water Management Report

ENGINEER will prepare a Storm Water Management Report to verify compliance with the City of Kingsland's Municipal Policies and Specifications Manual, more specifically PART B – BASIS OF DESIGN AND TECHNICAL SPECIFICATIONS, SECTION IV STORM DRAINAGE AND APPURTENANCES. Calculations and modeling associated with said report will be developed using Hydrology Studio 2017 v2.0.0.49 and Stormwater Studio 2017 v 2.0.0.50 software. Deliverables will consist of up to four (4) copies of the Storm Water Management Report for submission to the City of Kingsland.

2.2.2 Preparation of Construction Plans and Specifications

ENGINEER will prepare all necessary construction plans, specifications, bidding documents and other documentation required for construction of storm water management systems. Such designs will be in accordance with the City of Kingsland Municipal Policies and Specifications Manual where appropriate. Plans will be prepared on **ENGINEER's** standard 24 by 36 border and title block and will be in sufficient detail to obtain competitive bids from construction contractors. **ENGINEER** anticipates the following plan sheets:

- Cover Sheet
- General Construction Notes and Legend
- Horizontal Control Plan(s)
- Grading and Drainage Plan(s)
- Storm Drain Profile(s)
- Miscellaneous Construction Details – Streets & Drainage
- Erosion, Sedimentation and Pollution Control Plan(s)

2.3 Permitting

Upon completion of Design Phase Services, **ENGINEER** will submit all plans and specifications to agencies having jurisdiction for review and approval. Such agencies may include, but are not limited to, the following:

- City of Kingsland
- Satilla River Soil & Water Conservation District
- Georgia Environmental Protection Division (NPDES Permitting)
- Georgia Department of Transportation (Utility Encroachments)

2.4 Bidding Assistance

Upon completion of the design and permitting phases and upon the **CLIENT'S** written authorization to proceed, The **ENGINEER** will advertise the project for bids, furnish copies of the plans, specifications and bidding documents to prospective bidders, material and equipment suppliers and other interested parties, but may charge them for the reasonable cost of such copies. The **ENGINEER** will attend the bid opening, prepare a certified tabulation of the bids received, make an analysis of the bids and provide a written recommendation to the **CLIENT** for awarding construction contracts. During the bidding period, the **ENGINEER** will respond to requests for clarification from prospective bidders and will prepare and issue any necessary addenda to the plans, specifications and bidding documents. After construction contract award, the **ENGINEER** will prepare the necessary contract documents for execution by the **CLIENT** and the General Contractor.

2.5 Construction Phase Services

The **ENGINEER** will provide general engineering review of the work of the Contractors as construction progresses to ascertain that the work is generally in conformance with the design concept. In such capacity, the **ENGINEER** will review necessary shop or working drawings submitted by the Contractors and will interpret the intent of the drawings and specifications. The **ENGINEER** will endeavor to protect the **CLIENT** against defects and deficiencies in construction on the part of the Contractors. The **ENGINEER** will not however guarantee the performance of any Contractor. The **ENGINEER** will review the Contractor's applications for progress payments and upon approval, will submit same to the **CLIENT** for payment. The **ENGINEER** will prepare any necessary change orders for approval of the **CLIENT** and will be available to furnish engineering services and consultations necessary to correct unforeseen project operational difficulties for a period of one year after the date of substantial completion and acceptance of the facility by the **CLIENT**.

2.6 Additional Services

The scope of services listed above are specific to the normal and customary level of effort required to complete each task. Services not specifically identified in **Sections 2.1 through 2.5** above shall be considered additional services. Additional services generally include but are not limited to the following;

- Reimbursable expenses such as printing, reproductions, materials and mileage
- Laboratory testing, borings, specialized geological, soils, hydraulic or other studies recommended by the **ENGINEER**
- Property and topographic surveys, legal descriptions and assistance in negotiating for land and easement rights
- Redesigns ordered by the **CLIENT** after final plans have been accepted by the **CLIENT** or approved by the various agencies involved
- Appearances before courts or boards on matters of litigation or hearings related to the project

- Additional meetings at the request of the **CLIENT** or required on behalf of any governing agency

3.0 **CLIENT RESPONSIBILITIES**

The **CLIENT** will provide full information about the objectives, schedule, constraints and existing conditions of the project; and access to public and private property as required by the **ENGINEER** or his agents during prosecution of the work. Such information includes, but is not limited to:

- Project specific requirements and/or constraints
- All available GIS data including, but not limited to
 - LIDAR Topographic Data
 - Drainage Basin Maps
 - Water & Sewer Utility Infrastructure
- Master drainage studies, reports, etc. prepared by other consultants for the City of Kingsland
- As-built construction plans (where available) for existing drainage and utility infrastructure
- Payment of all fees required by the various agencies having jurisdiction over the project (Land Disturbance Permit, NPDES Fees, Plan Reviews, etc.)
- Other information deemed necessary by the **ENGINEER** for the performance of his work.

4.0 **ENGINEER'S COMPENSATION**

The **ENGINEER** shall be compensated for the services rendered on a ***time and materials basis*** for actual costs incurred in accordance with **ENGINEER's** current schedule of hourly rates and reimbursable expenses. The **ENGINEER's** current schedule of hourly rates and reimbursable expenses is provided in the Table below.

CURRENT SCHEDULE OF HOURLY RATES AND REIMBURSABLE EXPENSES	
ITEM	RATE
Professional Engineer	\$140 per hour
CADD Technician	\$75 per hour
Clerical	\$50 per hour
Field Representative	\$60 per hour
Mileage	\$0.56 per mile
Sub-Consultants*	Cost + 10%
Printing & Reproduction	Cost + 10%
Miscellaneous	Cost + 10%
* CLIENT may, at its discretion, contract directly with any required sub-consultant.	

ENGINEER will invoice the **CLIENT** monthly or at the completion of any particular work item, whichever comes first. Invoices are due and payable upon receipt. Payment is considered past due after 30 days from date of invoice with interest charged after 60 days at the rate of 1.5%

per month. Other billing and payment arrangements may be made if mutually agreeable to both the **ENGINEER** and **CLIENT**.

5.0 **MISCELLANEOUS PROVISIONS**

The **ENGINEER**'s services under this contract are subject to the STANDARD TERMS AND CONDITIONS below.

1. **WARRANTY AND LIABILITY**

A. **Standard of Care**

Services rendered under this agreement will be performed in accordance with that degree of care and skill ordinarily exercised by competent members of our profession in the performance of services of a similar nature and under similar conditions practicing in the same or similar locality. NO OTHER WARRANTY OR GUARANTEE, EXPRESSED OR IMPLIED, IS MADE OR INTENDED BY THE PROPOSAL FOR CONSULTING SERVICES OR BY FURNISHING ANY ORAL OR WRITTEN REPORTS OF THE FINDINGS MADE, OR BY ANY REPRESENTATIONS MADE REGARDING THE SERVICES INCLUDED IN THIS AGREEMENT.

B. **Limitation of Liability**

It is agreed that client will limit any and all liability of our company, its agents or employees, to client on account of any error or omission, whether in contract, tort (including negligence, whether sole or concurrent) or otherwise arising out of, connected with, or resulting from the services provided pursuant to this agreement to a sum not to exceed the amount recoverable from our insurer through claims made against us that fall within the insuring agreement and within the terms and conditions outlined in the policy. In no event shall our company be liable for any special, indirect, incidental or consequential loss or damages or punitive damages.

C. **Claims**

In the event that the Client makes a claim against our company, at law or otherwise, for any alleged error, omission or other act arising out of the performance of these professional services and Client does not succeed in obtaining judgement thereon, or if legal action is brought by our company against Client to enforce any of the obligations hereunder and we succeed in obtaining judgement against Client thereon, then, in either event, Client shall pay all costs incurred by us, including, but not limited to, staff time, attorney's fees, court costs and all other claim related expenses. Client may likewise recover all such costs from our Company and its insurers (as permitted under such policies).

2. **FIELD MONITORING**

Client understands that our Company may make on-site observations appropriate to the work or construction stage. If used in the Proposal or other contract documents, the words "supervision", "inspection", or "control" are used to mean periodic observation of the work and the condition of tests to verify substantial compliance with the plans, specifications and design concepts. Monitoring by our employees does not mean that our company is observing placement of all materials. Unless otherwise specified, all firms providing services on the project are direct Contractors of the Client, and Client agrees that our Company will not assume responsibility for any Contractor's means, methods, techniques, sequences or procedures of construction and that the field services provided by our Company will not relieve the Contractor of its responsibilities for performing work in accordance with the plans and specifications.

3. **SAFETY**

Should Client or its Contractors be conducting activities on the site, our company shall not be responsible for site safety and shall have no right or obligation to direct, interfere with, or stop the work of Client's Contractors, agents or employees. Should our Company provide observations or monitoring services at the job site during construction, Client agrees that, in accordance with generally accepted construction practice, the Contractor, or Client will be solely and completely responsible for working conditions on the job site, including safety of all persons and property during the performance of work and compliance with OSHA regulations, and these regulations will apply continuously and will not be limited to working hours. Any monitoring of the Contractor's procedures conducted by our Company does not include review of the adequacy of the Contractor's safety measures in, on, adjacent to, or near the project site.

4. **REPRESENTATIONS OF CLIENT**

Client warrants that sufficient funds are available or will be available upon receipt of our invoices to make payment in full for the services rendered. Where necessary to the services to be performed, Client agrees to furnish our Company with all data, records, maps, surveys, and other materials and information which are accessible to Client regarding the property which is the subject of the services. Client warrants that no information material to the performance of the services has been withheld and that all information provided to our Company regarding the project and project location are complete and accurate to the best

of the Client's knowledge. Client agrees to provide our Company and its agents, subcontractors and consultants and their equipment the right of entry onto the project site and permission to perform the services included in this agreement.

5. PROJECT SITE

Reasonable precautions will be taken to minimize damage to the project site from our Company's activities and use of equipment. Client recognizes that the performance of the services may cause alteration or damage to the site which is inherent in the work, and that the Client will not look to us for reimbursement or hold our Company liable or responsible for any such alteration or damage. Should Client not be the Owner of the property, then Client agrees to notify the Owner of the aforementioned possibility of unavoidable alteration and damage and to indemnify and defend our Company against any claims by the Owner or persons having possession through the Owner which are related to such alteration or damage.

It shall be the responsibility of the Client or his duly authorized representative to disclose the presence and accurate location of all hidden or obscure man-made objects relative to field tests or boring locations. Our Company will take reasonable precautions to prevent damage to property. Our Company will not be liable for any injury resulting from damage to subterranean structures (pipes, tanks, telephone cables, etc.), the existence of which are not called to our attention and correctly shown on the plans furnished to us. Client agrees to indemnify and hold harmless our Company from all claims, suits, losses, personal injuries, death and property liability resulting from unusual subsurface conditions and for damages to subsurface structures owned by Client or third parties occurring in the performance of the proposed services, whose presence and exact locations were not revealed to us in writing, and to reimburse our Company for expenses in connection with any such claims or suits, including reasonable attorney's fees.

6. UNFORESEEN OCCURRENCES

If during performance of services hereunder, any unforeseen hazardous substance, material, element or constituent or other unforeseen conditions or occurrences are encountered which, in our Company's sole judgement, significantly affects or may affect the services, the risk involved in providing the services, or the recommended scope of services, our Company will promptly notify the Client thereof. Subsequent to such notification, we may (a) if practicable, in our judgement and with approval of Client, complete the original scope of services in accordance with the procedures originally intended in the Proposal; (b) Agree with Client to modify the scope of services and the estimated charges to include study of the previously unforeseen conditions or occurrences, such revision to be in writing and signed by the parties and incorporated herein, or (c) Terminate the services effective on the date of notification pursuant to the terms of Termination of Contract.

7. CHANGES IN SCOPE

In the event the nature, scope, or schedule of the work is altered in any way (a) that will have a material, demonstrable effect on our Company's costs, or (b) that causes our Company to make substantial changes in documents that have been properly prepared at the time of such change, or (c) in the event our Company is prevented by Client from performing the services and such delay extends for a period of time exceeding thirty (30) days, our Company shall be entitled to an equitable adjustment in its fees.

8. HAZARDOUS SUBSTANCES

Client agrees to advise our Company prior to its beginning work of any known hazardous substances on or near the site and any other condition that may pose a threat to human health or safety in the environment. In the event that test samples obtained during the work contain substances hazardous to health, safety or the environment, the samples remain the property of the Client. Likewise any equipment contaminated during the work which cannot be reasonably decontaminated shall become the property and responsibility of the Client. Such samples and/or equipment will be delivered to Client. Client agrees to pay transportation costs for samples and equipment and the fair market value of contaminated equipment. Unless otherwise specified in the contract documents, it is understood and agreed that this agreement does not contemplate handling of or use of any hazardous waste material or substance by our Company. Therefore Client agrees to hold harmless, defend, and indemnify us for all claims, losses, expenses or damages arising from or related to the handling, use, treatment, purchase, sale, storage or disposal of any hazardous waste substance or other hazardous materials.

9. TERMINATION OF CONTRACT

Client may terminate this agreement at any time for any reason, provided that fifteen (15) days prior written notice of termination is given to our Company. In the event that Client requests termination of the work prior to completion, we reserve the right to complete such analyses and records as are necessary to place our files in order, and, when considered necessary by us to protect our professional reputation, to complete a report on the work performed to date. A termination charge to cover the costs thereof in an amount not to exceed ten percent (10%) of charges incurred to the date of stoppage of work may, at our discretion, be made. Our Company may terminate the work at any time due to non-payment of invoices according to the Payment Terms, failure of the Client to provide information necessary to the performance of the services hereunder, or any substantial failure by Client to perform in accordance with the terms hereof. The termination of this agreement by our Company does not relieve the Client of any liability for fees due.

10. FORCE MAJEURE

Any delay in or failure of performance by our Company or Client, other than the payment of money, shall not constitute default hereunder if and to the extent such delay or failure of performance is caused by occurrences beyond the reasonable control of our Company or Client, as the case may be, including but not limited to, acts of God or the public enemy, expropriation or confiscation of facilities, compliance with any order or request of any governmental authority, act of war, rebellion, sabotage, or damage resulting therefrom, fires, floods, explosions, accidents, riots, strikes or other concerted acts of workmen, or any cause, whether or not of the same class or kind of those specifically named above, which is not within the reasonable control of our Company or Client. Upon the occurrence of any event of force majeure as herein defined, the time of performance shall be extended for a period equal to the delay or for other reasonable or necessary period of time agreed upon by the parties, and the parties shall mutually agree on the terms and conditions upon which the services may be continued.

11. INDEMNITY

Except to the extent such are caused by the negligence or intentional misconduct of our Company, its agents, subcontractors or employees, Client agrees, to the fullest extent allowed by law, to hold harmless and defend our Company, its agents, subcontractors or employees, from and against any and all claims, losses, liabilities, penalties and costs (including but not limited to attorney's fees and expenses) which our Company, its agents, subcontractors or employees may incur, become responsible for or pay out as a result of any suit or claim by a third party, including any regulatory agency or authority, against our Company, its agents, subcontractors or employees, (a) alleging exposure to or damage from material, elements or constituents at or from the project which is the subject of this agreement before, during or after the services provided pursuant to this agreement, which is alleged to have resulted in or caused disease or any adverse health condition to any third party or resulted in cost for remedial action, un-inhabitability of property, or other property damage except; (b) alleging injury or health risk to anyone arising as the result of unanticipated occurrences of hazardous substances or of hazardous substances known to the Client but not disclosed to our Company, (c) Client's violations or alleged violations of RCRA, CERCLA, the Federal Clean Water Act, or other federal or state environmental acts and regulations; (d) arising from modifications made or permitted by the Client to devices, systems or processes designed or specified by our Company, or the operation of such devices, etc. in a manner other than as specified by our Company, or (e) otherwise arising out of the operation and management of the project or work on which our Company has rendered design, engineering, consulting or other services under this agreement.

12. CONFIDENTIALITY

Unless otherwise specified in writing, the services provided under this agreement and the findings, information and reports resulting therefrom are intended for the exclusive use and benefit of Client. Subject to any obligation our Company may have under applicable laws or regulations, Client may request that information relating to the services not be released except to our employees and subcontractors in the performance of the services, or to Client's authorized representative and persons designated by Client or its authorized representative to receive such information. If evidence of the existence or release of hazardous substances or other occurrences or information required by law or regulation to be reported are revealed to Client as a result of our Company's performance of services under this agreement, it shall be the responsibility of Client to contact the appropriate Federal, State or Local Authorities.

13. OWNERSHIP OF DOCUMENTS

All original studies, reports and other work products of our Company are instruments of service and shall remain the property of our Company whether the recommended improvements are implemented or not. All instruments of service, pictorials, graphic and sculptural work produced by our Company for the project are not "work made for hire" as defined by the Copyright Act of 1976, Public Law 94-553 (90-Stat. 254) and our Company retains any and all copyrights thereto. Our Company agrees that copies of originals prepared by our Company under the terms of this agreement shall become the property of the Client upon termination or completion of the work. The Client shall have the right to use the copies without restriction or limitation other than that provided for in this agreement.

14. SEVERABILITY

If any provision in this agreement, or application thereof to any person or circumstance, shall to any extent be invalid, then such provision shall be modified if possible to fulfill the intent of the parties as reflected in the original provision, and the remainder of this agreement and the application of such provision to persons or circumstances other than those as to which it is held invalid, shall not be affected thereby, and each provision of this agreement shall be valid and enforced to the fullest extent permitted by law.

15. GOVERNING LAW

This agreement shall be governed in all respects by the laws of the State of Georgia.

16. FIDUCIARY RESPONSIBILITY

Client confirms that neither our Company nor any of our Company's sub-consultants or subcontractors owes a fiduciary responsibility to Client or Owner. Client shall, as a material element of the consideration our Company requires for

performance of the services enumerated herein, require Owner to formerly recognize this provision in Client's agreement with Owner.

17. ENTIRE AGREEMENT

This Proposal Acceptance and Agreement, the Proposal referred to herein, and any other designated contract documents, if any, represent the entire understanding and agreement between the parties hereto relating to the services and supersede any and all prior agreements, whether written or oral, that may exist between the parties regarding same. To the extent that any additional or different terms or conditions conflict with the Terms and Conditions of this Agreement, the Terms and Conditions of this Agreement shall govern. No amendment or modification to this Agreement or any waiver of any provision hereof shall be effective unless in writing signed by both parties.

(END OF STANDARD TERMS AND CONDITIONS)

6.0 SCHEDULE

ENGINEER agrees to commence work on services delineated above immediately upon receipt of an executed copy of this Agreement, which will serve as our official Notice to proceed with any specific project requested by the **CLIENT**.

7.0 ACCEPTANCE

CITY OF KINGSLAND, GEORGIA (CLIENT)

(Signature)

Date

COASTAL ENGINEERING CONSULTANTS, INC. (ENGINEER)

N. John Hunkele, Jr., P.E.
President

Date



CERTIFICATE OF LIABILITY INSURANCE

10.10.a
DATE (MM/DD/YYYY)
01/27/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. 520 Madison Avenue 32nd Floor New York, NY 10022	CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007 E-MAIL ADDRESS: contact@hiscox.com FAX (A/C, No): INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox Insurance Company Inc INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 10200
INSURED Coastal Engineering Consultants, Inc 103 Bartram Trail Saint Simons Island GA 31522		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			UDC-1501742-CGL-17	10/10/2017	10/10/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ S/T Gen. Agg. \$
	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ UMBRELLA LIAB ☐ EXCESS LIAB DED RETENTION \$	☐ OCCUR ☐ CLAIMS-MADE					EACH OCCURRENCE \$ AGGREGATE \$ \$
	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y ☐ N N/A					PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)							

CERTIFICATE HOLDER	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Brett A. Ladd</i>
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Attachment: Agreement for Professional Services Coastal Engineering Consultants (2205 : Approval Of: Service Agreement with Coastal



CERTIFICATE OF LIABILITY INSURANCE

10.10.a
DATE (MM/DD/YYYY)
01/27/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

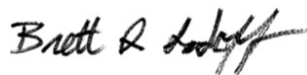
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc 520 Madison Avenue 32nd Floor New York, NY 10022	CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007 E-MAIL ADDRESS: contact@hiscox.com FAX (A/C, No): INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox Insurance Company Inc INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 10200
INSURED Coastal Engineering Consultants, Inc 103 Bartram Trail Saint Simons Island GA 31522		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**
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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			UDC-1501742-EO-17	10/10/2017	10/10/2018	Each Claim: \$ 2,000,000 Aggregate: \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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