



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • JULY 25, 2022

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. ROLL CALL

Charles Grayson Day Jr.
James W Galloway
Farran Fullilove
Kristy Chance
Alex Blount

Mayor
Councilman
Councilman
Councilwoman
Mayor Pro Tem

III. INVOCATION AND PLEDGE TO THE FLAG

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. GRANTING AUDIENCE TO THE PUBLIC

VI. OLD BUSINESS

VII. NEW BUSINESS

- 1. Appointments to the Kingsland Downtown Development Authority (KDDA) -

Currently there are 3 vacancies on the Kingsland Downtown Development Authority Board of Directors. Pursuant to Section 7 of the KDDA bylaws, the board approved at their July 14, 2022 meeting to submit the following recommendations to the Mayor and Council for their consideration as appointments to the Kingsland Downtown Development Authority Board of Directors.

Seat #3 - Dakota Jones - Term to expire December 31, 2026

Seat#5 - Shawn Haliwell - Term to expire December 31, 2026

Seat #7 - Theresa Farrell - Term to expire December 31, 2022

2. Approval Of: Ordinance 2022-12 - Amend Article XXIII, Sec. 230, Engineering Fees -

An ordinance to amend Section 230 of the Kingsland Land Development Ordinance to provide for an increased commercial plan review fee to cover the actual costs incurred.

Staff recommends approval.

3. Approval Of: St. Marys Railroad, LLC Easement and Encroachment Agreement -

Easement and Encroachment Agreement with St. Marys Railroad, LLC for property related to GDOT P.I. Number 0015396 TAP Grant.

Staff recommends approval.

4. Approval Of: IGA for Fire & Recue Management Support Services -

An intergovernmental agreement between the Camden County Board of Commissioners and the City of Kingsland for Fire and Rescue Management Support Services.

Staff recommends approval.

5. Bid Award: Selection of Section 106/Historical Review Consultant for CDBG-DR HRRP Program -

Staff recommends Stantec. Contract is contingent upon approval for Georgia Department of Community Affairs and State Historic Office approval of qualified historian.

6. Bid Award: Six 2022 Ford Explorers with Police Package -

The City has on order 6 police vehicles with Allan Vigil Ford. These vehicles are currently delayed to next fiscal year. Brannen Motor Company has six 2022 Ford Explorers with police package available on the lot and has quoted the City a price of \$35,600 each. Council was polled on 7/12/2022 to purchase the available vehicles from Brannen Motor Company in this fiscal year and move the order with Allan Vigil to next fiscal year. A majority vote in favor of the purchase was received.

7. Bid Award: Annual Financial and Compliance Auditing Services -

The current five year audit services contract ended with the audit of FY 2021. The City has requested proposals from qualified firms for audit services under a five year contract. *Staff recommends sole bidder Mauldin & Jenkins Certified Public Accountants to be awarded the contract based on the following all-inclusive maximum fee schedule: FY 2022 - \$26,500; FY 2023 - \$27,000; FY 2024 - \$27,500; FY 2025 - \$28,000; and FY 2026 - \$28,500*

8. Bid Award: Solid-State Drive Storage -

This item is budgeted in the IT department for up to \$35,000.

Staff recommends low bid, Thinkmate, for \$31,526.

VIII. MAYOR AND COUNCIL ANNOUNCEMENT

IX. ADJOURNED



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 3947)

Meeting: 07/25/22 06:00 PM
Department: City Clerk
Category: Appointment
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 3947

Appointments to the Kingsland Downtown Development Authority (KDDA)

Currently there are 3 vacancies on the Kingsland Downtown Development Authority Board of Directors. Pursuant to Section 7 of the KDDA bylaws, the board approved at their July 14, 2022 meeting to submit the following recommendations to the Mayor and Council for their consideration as appointments to the Kingsland Downtown Development Authority Board of Directors.

Seat #3 - Dakota Jones - Term to expire December 31, 2026
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City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 3949)

Meeting: 07/25/22 06:00 PM
Department: City Clerk
Category: Ordinance
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 3949

7.2

Approval Of: Ordinance 2022-12 - Amend Article XXIII, Sec. 230, Engineering Fees

An ordinance to amend Section 230 of the Kingsland Land Development Ordinance to provide for an increased commercial plan review fee to cover the actual costs incurred.

Staff recommends approval.

ORDINANCE 2022-12**AN ORDINANCE TO AMEND KINGSLAND ZONING AND LAND DEVELOPMENT ORDINANCE,
ARTICLE XXIII, SEC. 230**

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Sec. 230. Fees charged for applications and/or permits pertaining to this ordinance.

The following fees shall be applicable to application for the following zoning request or permits.

TYPE:	FEE:
Zoning Certification Letters	\$25.00
<i>SIGNS:</i>	
Wall:	\$50.00
Ground:	\$75.00
Pylon: 7 ft. to 50 ft.	\$100.00
51 ft. to 75 ft.	\$135.00
76 ft. to 100 ft.	\$175.00
Over 101 ft.	\$250.00

<i>VARIANCES:</i>	Residential	\$100.00
	Business:	\$125.00

REZONING: Any single-family residential use, or other uses not listed below - \$125.00

Land Area Involved	Commercial/Industrial/PD	Multi-family
0 > 19,999 Sq. Feet	\$175.00	\$150.00
20,000 > 49,999 Sq. Feet	\$200.00	\$175.00
50,000 > 74,999 Sq. Feet	\$225.00	\$200.00
75,000 > 99,999 Sq. Feet	\$275.00	\$225.00
100,000 > 149,999 Sq. Feet	\$350.00	\$275.00
150,000 > 199,999 Sq. Feet	\$400.00	\$350.00
200,000 > 299,999 Sq. Feet	\$450.00	\$400.00
Over 300,000 Sq. Feet	\$600.00	\$450.00

<i>SPECIAL USE:</i>	\$300.00
<i>LAND DISTURBING</i>	
<i>ACTIVITY PERMIT:</i>	\$100.00 + (\$40.00 per acres)
<i>PRELIMINARY PLAT:</i>	
1—10 Lots	\$25.00 per lot
11—30 Lot	\$260.00 plus \$10.00 for each lot over 11 \$350.00
31 or more lots	\$454.00 plus \$4.00 for each lot over 31 \$650.00
<i>FINAL PLAT:</i>	
1—30 Lots	\$150.00
31—60 Lots	\$250.00
>60 Lots	\$350.00
<i>ENGINEERING REVIEW FEE:</i>	

RESIDENTIAL:	
1—9 Lots	\$500.00
10—29 Lots	\$1,500.00
30—49 Lots	\$2,000.00
50—99 Lots	\$2,500.00
<99 Lots	\$2,500.00 + \$25.00 per lot
COMMERCIAL:	\$800.00 + \$25.00 per acre <u>\$1,200.00</u> <u>Subsequent review fees, if necessary, will be assessed based on current billing rates.</u>

(Ord. No. 2019-12 , 12-9-2019)

ORDAINED AND ADOPTED This 25th day of July, 2022 by the Mayor and Council of the City of Kingsland.

Dr. C. Grayson Day, Jr., Mayor

ATTEST:

Jean Seigler, City Clerk

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City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 07/25/22 06:00 PM
Department: City Manager
Category: Agreement
Prepared By: Lee Spell
Initiator: Lee Spell
Sponsors:
DOC ID: 3950

AGENDA ITEM (ID # 3950)

Approval Of: St. Marys Railroad, LLC Easement and Encroachment Agreement

Easement and Encroachment Agreement with St. Marys Railroad, LLC for property related to GDOT P.I. Number 0015396 TAP Grant.

Staff recommends approval.

RETURN AFTER RECORDING TO:

Steven G. Blackerby
 Brown, Readdick, Bumgartner,
 Carter, Strickland & Watkins LLP
 5 Glynn Avenue
 Brunswick, GA 31520

EASEMENT AND ENCROACHMENT AGREEMENT

This Easement and Encroachment Agreement (referred to hereinafter as “Agreement”) is made and entered into this _____ day of _____, 2022 by and among the ST. MARYS RAILROAD, LLC (referred to hereinafter as the “Railroad”) and the CITY OF KINGSLAND (referred to hereinafter as the “City”), as follows:

WHEREAS, the City wishes to use an area within the Railroad’s right(s)-of-way located within the municipal boundaries of the City;

WHEREAS, the portion of the right-of-way that the City wishes to use is that portion of the right-of-way located immediately adjacent to the northern boundary of Boone Avenue and bounded by Teresas Court to the west and by Haddock Road to the east;

WHEREAS, the portion of the right-of-way that the City wishes to use is further depicted on the attached maps, which are incorporated herein by referenced;

WHEREAS, that portion of the right-of-way described above and shown more fully on the attached maps shall be referred to hereinafter as the “Property”:

NOW THEREFORE, in consideration of the mutual representations and covenants herein, and in further consideration of the payment of TEN DOLLARS and 0/100 (\$10.00), the receipt and sufficiency of which is hereby acknowledged, the Railroad and the City hereby covenant and agree as follows:

1. The Railroad hereby grants an irrevocable easement to the City to encroach upon the Property subject to the terms and conditions stated herein.
2. The City’s use of the Property pursuant to this Agreement shall be limited to the construction, operation and maintenance of multi-use pedestrian path, signage,

and rail crossings at the location and to the extent as shown on said attached maps. It is specifically understood that no buildings or other obstructions of any type will be permitted within or on the Property.

3. The City agrees to obtain all necessary rights from the owners of the lands crossed by the Railroad's right(s)-of-way.

4. The City agrees to use the Property in such a manner as will not interfere with the Railroad's activities and facilities as now, or hereafter, exist thereon (hereinafter Railroad's "activities" and "facilities").

5. The City agrees that the use of the Property as herein provided shall in no way affect the validity of the Railroad's easement(s) and shall in no way modify or restrict the use or rights of the Railroad, its successors or assigns, in and to the Property. The City acknowledges the Railroad's right and title to said easement(s) and the priority of the Railroad's right of use and hereby agrees not to resist or assail said priority.

6. The use of the Property shall be at the sole risk and expense of the City, and the Railroad is specifically relieved of any responsibility for damage to the facilities and property of the City resulting or occurring from the Railroad's lawful use of the Property. The City covenants not to sue Railroad in that instance.

7. The City hereby agrees and covenants not to use and will prohibit its agents, employees and contractors from using any tools, equipment or machinery within ten (10) feet of the Railroad's rail line. The City agrees to comply with all applicable statutes, rules, and regulations of the State of Georgia promulgated in connection therewith, all as now enacted or as hereinafter amended; and further agrees to notify any contractor(s) that may be employed by the City to perform any of the work referred to in this Agreement of the existence of said code sections and regulations by requiring said work to be performed in compliance with said code sections and regulations by including same as a requirement in its request for bids and including said requirements in any contract let as a result of said bid. The City further agrees and covenants to warn all persons whom the City knows or should reasonably anticipate for any reason may resort to the vicinity of such rail line of the fact that same is active, in-use, and dangerous.

8. Notwithstanding anything to the contrary contained herein, the City agrees to reimburse the Railroad for all cost and expense for any damage to the Railroad's facilities resulting from the City's use of the Property. Also, the City agrees that if in the opinion of the Railroad, it becomes necessary, as a result of the City's exercise of the permissions herein granted, to relocate, rearrange, change or modify Railroad's facilities located on the Property, to promptly reimburse the Railroad for all cost and expense involved in such relocation, rearrangement or raising of said facilities.

9. The City agrees to notify or have the City's contractor notify the Railroad representative in St. Marys, Georgia Phone: (912) 882-0111, at least three (3) business days prior to actual construction on the Property.

10. The City agrees to indemnify and save harmless and defend the Railroad from the payment of any sum or sums of money to any persons whomsoever (including third persons, subcontractors, the City, the Railroad, and agents and employees of them) on account of claims or suits growing out of injuries to persons (including death) or damage to property (including property of the Railroad) in any way attributable to or arising out of the use of the Property by the City as herein provided, including (but without limiting the generality of the foregoing) all liens, garnishments, attachments, claims, suits, judgments, costs, attorneys' fees, costs of investigation and of defense, and excepting only those situations where the personal injury or property damage claimed have been caused by reason of negligence on the part of the Railroad, its agents or employees.

11. The City hereby agrees to incorporate into any and all of its contracts and/or agreements, for any work or construction done on or to the Property, with any and all third persons, contractors, or subcontractors, a provision requiring said third parties, contractors or subcontractors to indemnify and defend Railroad, its agents and employees as provided for above from payment of any sum or sums of money by reason of claims or suits resulting from injuries (including death) to any person or damage to any property which is in any manner attributable to or resulting from the construction, use or maintenance of the City's facilities, projects or programs conducted on Railroad's right(s)-of-way herein described, and excepting only those situations where the personal injury or property damage claimed have been caused by reason of negligence on the part of the Railroad, its agents or employees.

12. City further agrees to require that any such third party, contractor or subcontractor doing or providing any such work or construction on the Property carry liability insurance which shall specifically cover such contractually assumed liability. A certificate of such insurance issued by the appropriate insurance company shall be furnished to the Railroad upon request, said amount of insurance to be not less than \$2,000,000 per occurrence for bodily injury and property damage which arise out of or result from the City's operations under this agreement. The Railroad shall be named as an additional insured on this liability insurance coverage.

13. The Railroad has the right to remove all trees and brush on the Property. However, Railroad will permit some planting of shrubbery and trees provided these plants do not interfere with the access to and operation of Railroad's facilities and are planted at a distance greater than ten (10) feet from any structure or attachment thereto.

14. The City agrees that all construction activity shall be conducted at a distance greater than ten (10) feet from any structure or attachment thereto.

15. The parties agree that this Agreement shall run with the land and shall inure to the benefit of and be binding upon the parties, their heirs, successors and/or assigns.

IN WITNESS WHEREOF, this Agreement has been duly executed, this the _____ day of _____, 2022.

By St. Marys Railroad, LLC:

Paul D. Pleasant, General Manager

Signed, sealed and delivered as to
the First Party in the presence of:

Unofficial Witness

Notary Public
My commission expires:

(NOTARIAL SEAL)

By the City of Kingsland, Georgia:

Dr. C. Grayson Day, Mayor

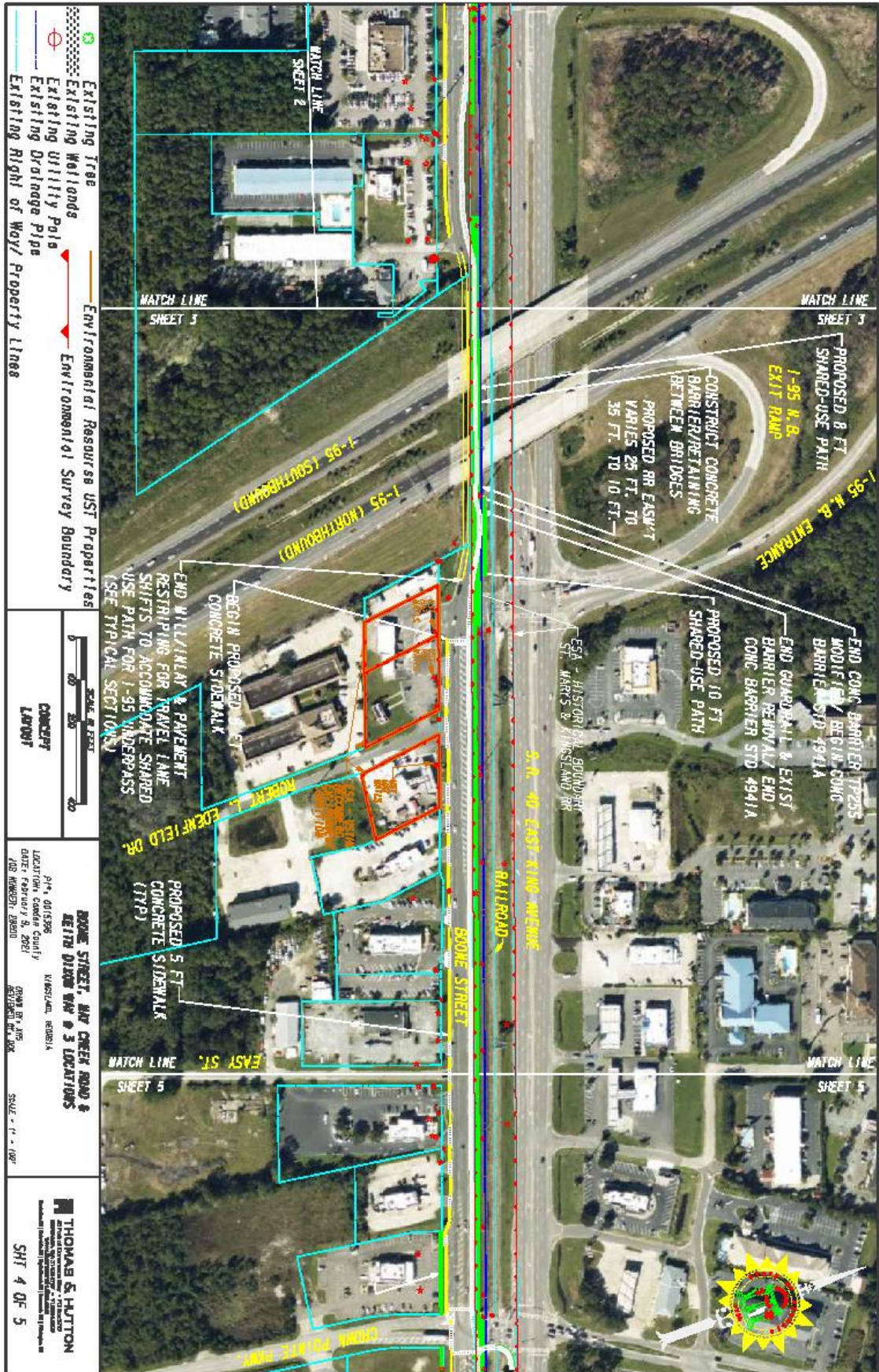
Signed, sealed and delivered as to
the First Party in the presence of:

Jean Seigler, City Clerk

Notary Public
My commission expires:

(NOTARIAL SEAL)









City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 07/25/22 06:00 PM
Department: City Manager
Category: Agreement
Prepared By: Lee Spell
Initiator: Lee Spell
Sponsors:
DOC ID: 3952

AGENDA ITEM (ID # 3952)

Approval Of: IGA for Fire & Recue Management Support Services

An intergovernmental agreement between the Camden County Board of Commissioners and the City of Kingsland for Fire and Rescue Management Support Services.

Staff recommends approval.

STATE OF GEORGIA
COUNTY OF CAMDEN

**INTERGOVERNMENTAL SERVICES AGREEMENT FOR
FIRE AND RESCUE MANAGEMENT SUPPORT SERVICES**

This Intergovernmental Services Agreement for Fire and Rescue Management Support Services is entered into this ____ day of _____, 2022, by and between the CAMDEN COUNTY BOARD OF COMMISSIONERS, hereinafter called "Camden County" and the CITY OF KINGSLAND, hereinafter called "City of Kingsland."

WITNESSETH

WHEREAS, the City of Kingsland operates Fire & Rescue Department for the purpose of providing residents and transient public with emergency services including, but not limited to, fire suppression, fire education, fire prevention, first responder accident response, and hazardous materials response; and

WHEREAS, Camden County is currently operating its own Fire and Rescue Department that also provides emergency services including, but not limited to, emergency medical services, fire suppression, fire education, fire prevention, first responder accident response, and hazardous materials response; and

WHEREAS, Camden County and the City of Kingsland would both mutually benefit from the shared services of the County Fire Chief, whose responsibilities would include, but are not limited to, performing managerial and technical work in the administration of Kingsland's fire and emergency services; and

WHEREAS, the City of Kingsland desires to contract with Camden County to provide Fire and Rescue Management Services; and

WHEREAS, the Camden County Fire Chief possesses the necessary skills, training, and experience to perform the duties of Fire Chief and to provide the City of Kingsland with the aforementioned Management Services; and

WHEREAS, the City of Kingsland, as a government, is authorized by §O.C.G.A. 36-34-2 (5) to enter into intergovernmental services agreements; and

WHEREAS, the Camden County Board of Commissioners is authorized to make and execute contracts with municipalities in the same county where the City of Kingsland is located;

NOW THEREFORE, in consideration of the mutual conditions, covenants, and performances called for herein, the parties hereto agree:

Camden County will provide to the City of Kingsland, and the City of Kingsland will receive from Camden County, Fire and Rescue Administrative and Management Support Services to include, but not necessarily be limited to, the following, as directed by the City Manager:

General

1. Consistently promote a professional image of Department at all times;
2. Attend and interact positively and effectively in Department meetings, and when assigned, meetings with other agencies and the public;
3. Consistently demonstrate positive, effective communication skills with the Department, employees, and volunteers, other public and private individuals and agencies, and the community;
4. Monitor, evaluate, and make recommendations regarding department processes, SOGs, and operations;
5. Work in a safe manner, maintain a professional appearance, and positively represent the department at all times;
6. Demonstrate a comprehensive knowledge of departmental rules, and consistently and appropriately enforce departmental rules and policies;
7. Assist the City Manager in developing proposed changes to department policies and procedures, for consideration by the City of Kingsland Mayor and Council; and,
8. Perform other duties and/or tasks as may be assigned by the City Manager from time to time.

Essential Duties

1. Plans, directs and coordinates the provision of city-wide fire prevention, fire suppression, rescue, and emergency medical response services and programs.
2. Coordinates daily manpower needs, assignments, and procedures for maintaining service delivery capabilities.
3. Develops, maintains, implements, and updates standard operating procedures for all functions served by the department, including developing fire, rescue, and emergency medical response protocols.
4. Supervises and directs the work of immediate subordinates.
5. Prepares the department budget, monitors expenditures under the current budget, and supervises an inventory and maintenance system for equipment and supplies.
6. Assists with maintaining and updating the computer-generated billing program for department services.
7. Arranges and coordinates all training activities; maintains personnel training records and ensures that all personnel are trained in accordance with relevant state and federal guidelines and certification requirements.
8. Consults with City Attorney to ensure standard operating procedures comply with applicable laws and regulations.
9. Prepares correspondence, proposals, rules, regulations, policies and reports; oversees the maintenance of all required records, equipment, and reports.

10. Ensures that all plans, operating procedures, and protocols are developed and implemented in compliance with the requirements of federal and state regulatory agencies.
11. Promotes public safety in the community by meeting with civic, school and media groups to discuss emergency prevention and safety procedures.
12. Conducts CPR, first-aid, and safety classes.
13. Investigates fires occurring in the city; determines or oversees the determination of the cause and origin of fires.
14. Enforces all fire and building codes.
15. Develops a fire hydrant maintenance program.
16. Serves as city public safety coordinator, including conducting safety meetings with city employees and periodically inspecting city facilities and equipment.
17. Responds to emergency situations as needed.
18. Prepares and negotiates mutual aid agreements with surrounding counties and public agencies
19. Performs other related duties as assigned.

The City of Kingsland agrees to pay to Camden County, as compensation for providing the services described in this agreement above, and Camden County agrees to accept the payment as total compensation for providing to the City of Kingsland the services described in this agreement above. Billing for services described in agreement above shall be on a monthly basis in accordance with the monthly rates as shown on Exhibit A, which is subject to revision from time to time as mutually agreed upon by both parties, and which is attached and incorporated by reference in this agreement.

Camden County will provide the City of Kingsland with a monthly statement for services rendered, to include any accrued mileage. The City of Kingsland will submit payment to Camden County in a timely manner. It is understood that compensation and IRS Travel Reimbursement Rates as called for in this paragraph may change on annual basis, to be agreed upon by both parties.

This agreement may be terminated by either party upon the following terms and conditions:

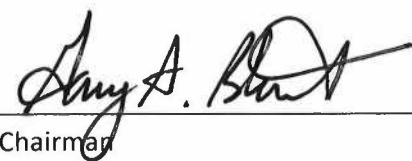
1. Notice must be provided in writing, and
2. Notice must include a termination date of no less than ninety - (90) days from the date of notification.

The initial term of this Agreement shall begin on the date of execution and shall expire on December 31, 2023, and is automatically renewable annually until either party provides written notice of termination no less than ninety- (90) days from the date of notification.

APPROVED by the Camden County Board of Commissioners on the 19th day of July, 2022

CAMDEN COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
County Clerk

BY: 
Chairman

APPROVED by the City of Kingsland Mayor and Council on the _____ day of _____, 2022

CITY OF KINGSLAND

ATTEST: _____
City Clerk

BY: _____
Mayor

EXHIBIT A**Hourly Rate****Name/Position**

Terry R. Smith, Fire Chief

Total Salary/Benefits

Salary: \$105,262.17, annually

Benefits: \$28,336.56, annually

Total: \$133,598.72, annually

Camden County 50% Salary & Benefits:
 \$66,799.36, annually
 \$5,556.61, monthly

City of Kingsland 50% Salary & Benefits:
 \$66,799.36, annually
 \$5,556.61, monthly

Travel (Effective 08/01/2022)

IRS Travel Reimbursement Rate

62.5 cents per mile or current IRS rate



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 3951)

Meeting: 07/25/22 06:00 PM
Department: City Clerk
Category: Bid Award
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 3951

7.5

Bid Award: Selection of Section 106/Historical Review Consultant for CDBG-DR HRRP Program

Staff recommends Stantec. Contract is contingent upon approval for Georgia Department of Community Affairs and State Historic Office approval of qualified historian.

City of Kingsland

Bid Tabulation

CDBG-DR Section 106/Historical Review Consultant

RFP #COK 22-016

Tuesday, June 7, 2022 @ 2:00 PM

Vendor	Proposal Fee Structure
Ward Architecture+Preservation w/Quatrefoil Consulting Savannah, GA	Fee Per Review Tier 1: \$200 Tier 2: \$500 HPD Coordinated Review: \$1000
Cox/McClain Environmental Consulting Services Now Stantex Consulting Services Austin, TX	Fee Per Review Tier 1: \$51 Tier 2: \$359 HPD Coordinated Review: \$2290

Request for Proposal was advertised on the City, GA Procurement Registry and GMA websites.

RFP was also advertised in the Tribune-Georgian newspaper and was forwarded to 15 Firms.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 07/25/22 06:00 PM
Department: Finance
Category: Bid Award
Prepared By: Filiz Morrow
Initiator: Filiz Morrow
Sponsors:
DOC ID: 3943

AGENDA ITEM (ID # 3943)

Bid Award: Six 2022 Ford Explorers with Police Package

The City has on order 6 police vehicles with Allan Vigil Ford. These vehicles are currently delayed to next fiscal year. Brannen Motor Company has six 2022 Ford Explorers with police package available on the lot and has quoted the City a price of \$35,600 each. Council was polled on 7/12/2022 to purchase the available vehicles from Brannen Motor Company in this fiscal year and move the order with Allan Vigil to next fiscal year. A majority vote in favor of the purchase was received.

CNGP530

VEHICLE ORDER CONFIRMATION

03/29/22 15:39:46

==>

Dealer: F21498

2022 EXPLORER 4-DOOR

Page: 1 of 1

Order No: 8387 Priority: E1 Ord FIN: QS060 Order Type: 5B Price Level: 220

Ord Code: 500A Cust/Flt Name: STATE OF GA PO Number:

	RETAIL		RETAIL
K8A 4DR AWD POLICE	\$41110	REMARKS TRAILER	
.119" WHEELBASE		91F R AUX W/O CNTRL	NC
UM AGATE BLACK		FLEX-FUEL	
9 CLTH BKTS/VNL R		153 FRT LICENSE BKT	NC
6 EBONY		SP DLR ACCT ADJ	
500A EQUIP GRP		SP FLT ACCT CR	
.AM/FM STEREO		FUEL CHARGE	
99B 3.3L V6 TI-VCT (3370)		B4A NET INV FLT OPT	NC
44U 10SPD AUTO TRAN	NC	PRICED DORA	NC
JOB #2 ORDER		DEST AND DELIV	1245
FLEET SPCL ADJ	NC	TOTAL BASE AND OPTIONS	39720
425 50 STATE EMISS	NC	TOTAL	39720
51R DRV LED SPT LMP	395		
55F KEYLESS - 4 FOB	340		
794 PRICE CONCESSN			

F1=Help

F2=Return to Order

F9=View Trailers

F8=Next

F3/F12=Veh Ord Menu

QC071242

City of Kingsland

Total= \$35,600.00 ea.**BRANNEN MOTOR COMPANY**

Jamey Reed Asst. Fleet Manager

1-800-999-9606

Attachment: Bid Tabulation - 6 2022 Explorers- Brannen Motor Company (3943 : Bid Award: Six 2022 Ford Explorers with Police Package)

City of Kingsland
RFP #COK 21-042
Six (6) Patrol Interceptors
Tuesday, October 26, 2021

Vendor	Year	Make	Model	Color	Qty	Cost Per Vehicle	Delivery Fee	Total Cost	ETA
Allan Vigil Ford Morrow, GA	2022	Ford	Explorer (3.3L V6) <u>w/Spotlight</u>	White	4	\$33,380.00	Included	\$133,520.00	Projected Plant Production 4th week of Jan. 2022
Allan Vigil Ford Morrow, GA	2022	Ford	Explorer (3.0L <u>Ecoboost</u>)	Black	1	\$37,187.00	Included	\$37,187.00	Projected Plant Production 4th week of Jan. 2022
Allan Vigil Ford Morrow, GA	2022	Ford	Explorer (3.0L <u>Ecoboost</u>) <u>w/Spotlight</u>	Black	1	\$37,539.00	Included	\$37,539.00	Projected Plant Production 4th week of Jan. 2022
								\$208,246.00	

Vendor	Year	Make	Model	Color	Qty	Cost Per Vehicle	Delivery Fee	Total Cost	ETA
Step One Automotive Fort Walton Beach, FL	2021	Dodge	Charger 5.7L V8 HEMI	White	4	\$27,759.00	\$800.00	\$111,836.00	90 Days Subject to prior sale
Step One Automotive Fort Walton Beach, FL	2021	Ford	Explorer (3.3L V6)	White	4	\$38,995.00	\$800.00	\$156,780.00	90 Days Subject to prior sale
Step One Automotive Fort Walton Beach, FL	2021	Ford	Explorer (3.3L V6)	Black	4	\$37,665.00	\$200.00	\$150,860.00	90 Days Subject to prior sale
Step One Automotive Fort Walton Beach, FL	2021	Ford	Explorer (3.0L <u>EcoBoost</u> -V6)	Black	2	\$38,599.00	\$200.00	\$77,398.00	90 Days Subject to prior sale

Request for Proposal was advertised on City of Kingsland and GMA websites.



CITY OF KINGSLAND
P.O. BOX 250
105 W. WILLIAM AVE
KINGSLAND, GA 31548
Phone: (912) 729-5613
Fax: (912) 729-8827
www.kingslandgeorgia.com

PURCHASE ORDER

7.6.a

PO Number: 22-27211

Date: 11/12/2021

Vendor #: 10-ALL09

ISSUED TO: ALLAN VIGIL FORD LINCOLN, INC. SHIP TO: POLICE DEPARTMENT
6790 MT. ZION BLVD. 111 S SEABOARD ST
MORROW, GA 30260 KINGSLAND, GA 31548

UNITS	DESCRIPTION	G/L ACCOUNT #	REQUEST	PROJ	PRICE	AMOUNT
1.00	1 (BK) FORD EXP. W/SPOTLIGHT	100-50-3210-542200	22R30868		37,539.00	37,539.00
1.00	1 (BLK) FORD EXP. WO/SPOTLIGHT	100-50-3210-542200	22R30868		37,187.00	37,187.00
4.00	2022 (W) FORD EXP. W/SPOTLIGHT FORD EXPLORER INTERCEPTORS	100-50-3210-542200	22R30868		33,380.00	133,520.00

BILL TO: CITY OF KINGSLAND
P.O. BOX 250
105 W. WILLIAM AVE
KINGSLAND, GA 31548

SUBTOTAL	208,246.00
SHIPPING	0.00
TOTAL TAX	0.00
TOTAL	208,246.00

Instructions to vendors:

1. Purchase Order Number MUST appear on all invoices, packages and documents related to this order.
2. Payment will be made by VENDOR INVOICE ONLY showing Purchase Order Number, Separate invoice must be submitted for each PO.
3. Shipping memo showing Purchase Order Number must accompany all deliveries. Only PREPAID INSIDE SHIPMENTS will be accepted.
4. Deliveries must be made between 8:00 A.M. and 5:00 P.M., F.O.B. to location listed on Purchase Order.
5. Deliveries will be received subject to examinations and approval of purchaser to accuracy of order, damage to goods, and compliance with specifications. Defective or inaccurate shipments will be returned at VENDOR'S EXPENSE.
6. Acceptance of this Purchase Order constitutes a Contract between the Purchaser and Vendor and these instructions are made a part and condition of the contract.

Authorized Signature
IMPORTANT: NO PURCHASES ARE VALID
UNLESS COVERED BY THIS FORM SIGNED
BY THE PURCHASING OFFICER. ADDRESS
ALL INQUIRIES TO PURCHASING OFFICE.

Packet Pg. 27

Attachment: Bid Tabulation - 6 2022 Explorers- Brannen Motor Company (3943 : Bid Award: Six 2022 Ford Explorers with Police Package)



City Council
107 South Lee Street
Kingsland, GA 31548

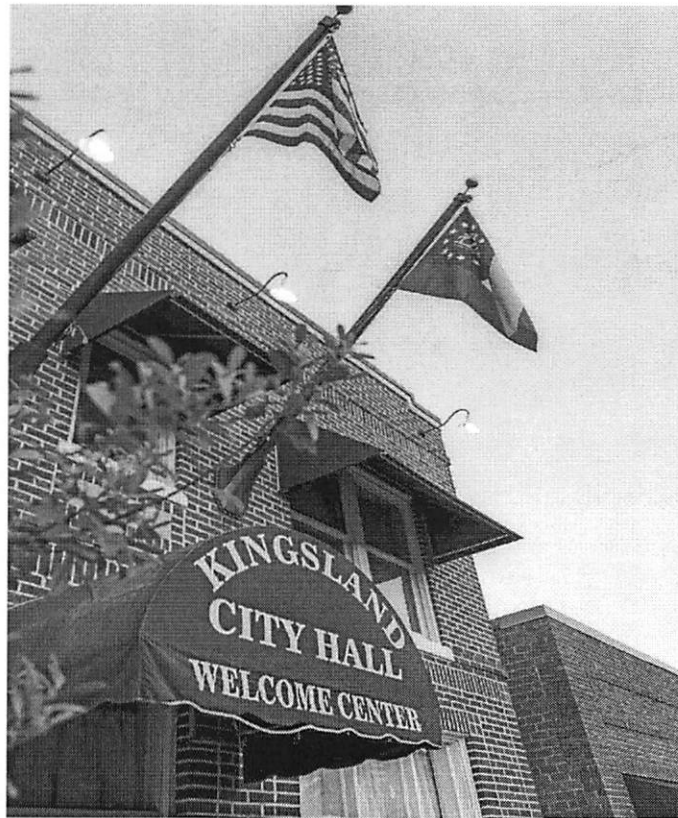
SCHEDULED

Meeting: 07/25/22 06:00 PM
Department: Finance
Category: Bid Award
Prepared By: Filiz Morrow
Initiator: Filiz Morrow
Sponsors:
DOC ID: 3942

AGENDA ITEM (ID # 3942)

Bid Award: Annual Financial and Compliance Auditing Services

The current five year audit services contract ended with the audit of FY 2021. The City has requested proposals from qualified firms for audit services under a five year contract. *Staff recommends sole bidder Mauldin & Jenkins Certified Public Accountants to be awarded the contract based on the following all-inclusive maximum fee schedule: FY 2022 - \$26,500; FY 2023 - \$27,000; FY 2024 - \$27,500; FY 2025 - \$28,000; and FY 2026 - \$28,500*



City of Kingsland, Georgia

Cost Proposal – Audit Services – RFP #COK 22-017
Fiscal Year September 30, 2022 through 2026

Mauldin & Jenkins Certified Public Accountants

Contact Person: Trey Scott, CPA, Partner

Phone: (912) 232-1622

Email: tscott@mjcpa.com

**6001 Chatham Center Drive, Suite 250
Savannah, GA 31405**

Web: www.mjcpa.com

**MAULDIN
& JENKINS**

July 12, 2022

City of Kingsland, Georgia
 Attn: Linda Johnson, Purchasing Agent
 P.O. Box 250
 Kingsland, Georgia 31548

Ladies and Gentlemen:

Mauldin & Jenkins is pleased to submit a qualifications package including cost estimates to provide annual financial and compliance auditing services for the City of Kingsland, Georgia (the "City"). It is our understanding that the City is requesting proposals from qualified firms of certified public accountants to establish a contract for the professional services of a Certified Public Accountant (the "auditor") for financial and compliance audits. The contract for such audit services will be for the fiscal year ended September 30, 2022, with an option for each of the four subsequent fiscal years through 2026, subject to annual review and the annual availability of an appropriation for audit services by the City.

As requested by the City, we have enclosed on the following pages an all-inclusive maximum fee for the financial and compliance audit services for the fiscal years noted above. This sealed cost proposal contains all pricing information relative to the performance of the audit. The total all-inclusive maximum price for the fiscal years ending September 30, 2022 through 2026 is as follows:

- 2022 - \$26,500
- 2023 - \$27,000
- 2024 - \$27,500
- 2025 - \$28,000
- 2026 - \$28,500

As a partner at Mauldin & Jenkins, LLC, I am certified and authorized to represent Mauldin & Jenkins, empowered to submit the bid, and authorized to sign a contract with the City. Our total all-inclusive maximum price for providing annual financial auditing services to the City is contained on the following pages. We appreciate the opportunity to propose and we look forward to hearing from you.

Sincerely,

MAULDIN & JENKINS, LLC



Trey Scott, CPA
 Partner

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
FOR THE AUDIT OF THE 2022 FINANCIAL STATEMENTS

	<u>Hours</u>	<u>Hourly Rate</u>	<u>Total</u>
Partners	50	\$250	\$ 12,500
Managers	100	160	16,000
Staff Professionals	100	120	12,000
Total for Services Described in RFP	<u>250</u>		<u>40,500</u>
Mauldin & Jenkins discount from standard fees and expenses			<u>(14,000)</u>
Total all inclusive not to exceed price for 2022 audit			<u>\$ 26,500</u>
Amount of Professional Services, in hours, allowed for 2022 year without additional cost (such services include phone calls & continuing education)			<u>20</u>

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
FOR THE AUDIT OF THE 2023 FINANCIAL STATEMENTS

	<u>Hours</u>	<u>Hourly Rate</u>	<u>Total</u>
Partners	50	\$255	\$ 12,750
Managers	100	165	16,500
Staff Professionals	100	120	12,000
Total for Services Described in RFP	<u>250</u>		<u>41,250</u>
Mauldin & Jenkins discount from standard fees and expenses			<u>(14,250)</u>
Total all inclusive not to exceed price for 2023 audit			<u>\$ 27,000</u>
Amount of Professional Services, in hours, allowed for 2023 year without additional cost (such services include phone calls & continuing education)			<u>20</u>

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
FOR THE AUDIT OF THE 2024 FINANCIAL STATEMENTS

	<u>Hours</u>	<u>Hourly Rate</u>	<u>Total</u>
Partners	50	\$260	\$ 13,000
Managers	100	170	17,000
Staff Professionals	100	125	12,500
Total for Services Described in RFP	<u>250</u>		<u>42,500</u>
Mauldin & Jenkins discount from standard fees and expenses			<u>(15,000)</u>
Total all inclusive not to exceed price for 2024 audit			<u>\$ 27,500</u>
Amount of Professional Services, in hours, allowed for 2024 year without additional cost (such services include phone calls & continuing education)			<u>20</u>

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
FOR THE AUDIT OF THE 2025 FINANCIAL STATEMENTS

	<u>Hours</u>	<u>Hourly Rate</u>	<u>Total</u>
Partners	50	\$265	\$ 13,250
Managers	100	175	17,500
Staff Professionals	100	125	12,500
Total for Services Described in RFP	<u>250</u>		<u>43,250</u>
Mauldin & Jenkins discount from standard fees and expenses			<u>(15,250)</u>
Total all inclusive not to exceed price for 2025 audit			<u>\$ 28,000</u>
Amount of Professional Services, in hours, allowed for 2025 year without additional cost (such services include phone calls & continuing education)			<u>20</u>

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES FOR THE AUDIT OF THE 2026 FINANCIAL STATEMENTS			
	Hours	Hourly Rate	Total
Partners	50	\$270	\$ 13,500
Managers	100	175	17,500
Staff Professionals	100	125	12,500
Total for Services Described in RFP	250		43,500
Mauldin & Jenkins discount from standard fees and expenses			(15,000)
Total all inclusive not to exceed price for 2025 audit			\$ 28,500
Amount of Professional Services, in hours, allowed for 2025 year without additional cost (such services include phone calls & continuing education)			20

Important Notes to be Considered:

Note (1) – Unlimited Correspondence: It is Mauldin & Jenkins' policy to not charge for simple discussions and conversations that occur between the governmental entity and Mauldin & Jenkins that are only simple discussions (i.e., a phone call to ask certain questions that do not require additional research).

Note (2) – Free Periodic/Quarterly Continuing Education: As noted in our technical proposal, we provide free quarterly continuing education classes to our clients. This could amount to approximately \$3,000 of annual savings for the City's estimated finance department per person.

Note (3) – Additional Services: If it should become necessary for the City to request Mauldin & Jenkins to provide any additional services (such as bond insurances, etc.), then such additional work shall be performed only if set forth in an addendum to the contract between the City and Mauldin & Jenkins.

Note (4) – No Hidden Fees or Costs: The pricing schedules contain all pricing information relative to performance of the audit as required by the City including all reimbursement for travel, lodging, communications, etc. Our estimated number of hours and the associated fee estimate indicated are based on our professional judgment and experience with similar governmental entities. So long as there are no significant changes in the operations or the number of major programs (single audit as noted below) of the City and or the scope of services requested or significant problems requiring additional time, our quoted fees will not change.

Note (5) – Single Audit: The City's Request for Proposal (RFP) noted the possibility of a Single Audit being required from time to time. Should a Single Audit ever be determined to be required, we propose a fee range of \$3,000 - \$6,000 per major program. The fee is dependent on a number of factors including but not limited to: program complexity, program maturity, etc.

(912)232-1622

www.mjcpa.com

MAULDIN & JENKINS





City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 3944)

Meeting: 07/25/22 06:00 PM
Department: Finance
Category: Bid Award
Prepared By: Filiz Morrow
Initiator: Filiz Morrow
Sponsors:
DOC ID: 3944

7.8

Bid Award: Solid-State Drive Storage

This item is budgeted in the IT department for up to \$35,000.

Staff recommends low bid, Thinkmate, for \$31,526.

City of Kingsland
Request for Quotes
Storage Solid-State Drive
July 19, 2022

	<u>Cost</u>
Thinkmate	\$31,526.00
Aspen Systems	\$33,896.35
DataTrend	\$35,485.85

The IT Department recommends low bid, Thinkmate.