



LOWNDES COUNTY BOARD OF COMMISSIONERS  
PROPOSED AGENDA  
WORK SESSION, MONDAY, JUNE 22, 2020  
REGULAR SESSION, TUESDAY, JUNE 23, 2020  
327 N. Ashley Street - 2nd Floor

To comply with the guidelines of the Center for Disease Control (CDC) in regard to the Coronavirus (COVID19) pandemic and social distancing, face coverings (masks) are required for all meeting participants.

**1. Call To Order**

**2. Invocation**

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

**4. Minutes For Approval**

- a. Work Session - June 8, 2020 & Regular Session - June 9, 2020

Recommended Action: Approve

Documents:

**5. Appointments**

- a. Valdosta-Lowndes County Zoning Board of Appeals

Recommended Action: Board's pleasure

Documents:

- b. South Georgia Regional Library Board

Recommended Action: Board's pleasure

Documents:

- c. Valdosta-Lowndes County Parks and Recreation Authority

Recommended Action: Board's pleasure

Documents:

- d. Valdosta-Lowndes County Construction Board of Adjustments and Appeals

Recommended Action: Board's pleasure

Documents:

**6. For Consideration**

- a. Acceptance of FY20 Coronavirus Emergency Supplemental Funding

Recommended Action: Approve

Documents:

- b. Adoption of Fiscal Year 2021 Budget  
Recommended Action: Board's pleasure  
Documents:
- c. Hotel/Motel Tax FY 2021 County Budget  
Recommended Action: Approve  
Documents:
- d. Bevel Creek Manhole Emergency Repair  
Recommended Action: Approve  
Documents:

**7. Bid**

- a. The Modernization/Upgrade of the Elevator in the Governmental Building  
Recommended Action: Board's pleasure  
Documents:
- b. Val Tech Road Grading, Drainage, Base and Paving  
Recommended Action: Accept  
Documents:

**8. Reports - County Manager**

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

**10. Adjournment**

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Valdosta-Lowndes County Zoning Board of Appeals

Work Session/Regular Session

DATE OF MEETING: June 23, 2020

BUDGET IMPACT:

FUNDING SOURCE:

( ) Annual

( ) Capital

(X) N/A

( ) SPLOST

( ) TSPLOST

COUNTY ACTION REQUESTED ON: Appointing a member

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HISTORY, FACTS AND ISSUES: The term of Mrs. Gretchen Quarterman on the Zoning Board of Appeals expired on May 7, 2020. Mrs. Quarterman has submitted her resignation. Mr. Marion Ramsey is interested in being appointed to the board.

OPTIONS: 1. Appoint a new member.  
2. Board's pleasure

RECOMMENDED ACTION: Board's pleasure

DEPARTMENT: Zoning

DEPARTMENT HEAD: JD Dillard

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

Print

**Lowndes County Board/Agency Appointee Information Sheet - Submission #77**

Date Submitted: 6/8/2020

Date:

6/8/2020

Board/Agency Applying For:

Lowndes Co. Zoning Boards of Appeal

Last Name

Ramsey

First Name

Marion

Street Address

City/State/Zip

valdosta

Phone Number

Email Address

suave1doc@.com

Occupation

Business Owner

Professional Experience

Chief Operation Officer-Construction 1 1/2 years  
Surgical Orthopedic Assistant-8 1/2 years  
Certified Personal trainer/Nutritionist/Yoga Instructor- 4 years

Knowledge & Skills

Construction, variance, and zoning knowledge. Numerous construction and site developing skills.

What knowledge or skills do you possess that would contribute to the Board/Agency to which you are requesting to be appointed?

Please list the Board/Agency that you have been or are currently a member of:

N/A



**Extra Activities & Community Organizations**

Ramsey's

Please list any extracurricular activities and/or community organizations you are affiliated with.

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: South Georgia Regional Library Board

Work Session/Regular Session

DATE OF MEETING: June 23, 2020

BUDGET IMPACT:

FUNDING SOURCE:

Annual

Capital

N/A

SPLOST

TSPLOST

COUNTY ACTION REQUESTED ON: Appointing/reappointing members

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HISTORY, FACTS AND ISSUES: The terms of Ray Devery, Sam Allen, Matthew Lawrence, Gary Wisenbaker, and Gene Toffolo on the South Georgia Regional Library Board will expire on June 30, 2020. Mr. Devery, Mr. Allen, and Mr. Lawrence have served consecutive terms and will not be on the board as of June 30, 2020, leaving three vacant seats. Mr. Wisenbaker and Mr. Toffolo both want to be reappointed to the board. Dr. Beverley Richardson-Blake and Dr. George Gaumont would also like to serve on the board.

OPTIONS: 1. Appoint/reappoint members  
2. Board;s pleasure

RECOMMENDED ACTION: Board's pleasure

DEPARTMENT: County Manager

DEPARTMENT HEAD: Joseph Pritchard

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

Print

Lowndes County Board/Agency Appointee Information Sheet - Submission #74

Date Submitted: 4/11/2020

Date:

4/11/2020

Board/Agency Applying For:

South Georgia Regional Library Board

Last Name

Richardson-Blake

First Name

Beverley

Street Address

City/State/Zip

Valdosta/ GA/ 31602

Phone Number

Email Address

brlake@valdosta.edu

Occupation

Retired Educator - Valdosta State University (VSU)

Professional Experience

VSU & Spelman College - Associate Professor of Education, Academic Advisor, College Administrator; Lanier County - Classroom Teacher

Knowledge & Skills

I have served in an official/leadership capacity for a number of organizations -- writing and serving as administrator of grants, developing strategic plans, writing and re-writing By-Laws, and working on/planning programs. I have served as President, Vice President, Secretary, Treasurer and Committee Chairperson for a number of boards/agencies.

What knowledge or skills do you possess that would contribute to the Board/Agency to which you are requesting to be appointed?

**Please list the Board/Agency that you have been or are currently a member of:**

Mike Beverly reminded the board we only have \$4500 to work with to give support. I have had the opportunity and privilege to serve as a member of the South GA Regional Library Board. I currently serve as a member of the Turner Art Center and VSU Alumni Association Board of Directors. I am President of the Southside Library Booster Organization and the Lowndes County Prevent Child Abuse Council; I am a member of the American Association of University Women (AAUW), the Valdosta Junior Women's Club (VJWC), the Martin Luther King, Jr. Commemoration Association Committee, and the National Council of Negro Women (NCNW), Inc.

**Extra Activities & Community Organizations**

I am an active member of the MLK Commemoration Committee in which I assist with the planning of the Annual Founder's Banquet, the Youth Showcase and the Memorial Program; as a member of the VJWC I assist with the Woman of the Year Program, along with several community programs; as a member of the Southside Boosters I oversee the planning of programs for the library such as the African American Artists' Festival, the Annual JUNETEENTH Celebration, the Annual KWANZAA Celebration, and others. I serve as Chair for a number of activities sponsored by the NCNW Organization (Annual Leadership Program, Mother-Daughter Brunch, In-School Tutoring Program, Annual Back-to-School Health Fair and other activities). The AAUW Organization hosts the Annual Sister-to-Sister Program for middle school girls on the campus of Valdosta State University.

Please list any extracurricular activities and/or community organizations you are affiliated with.

Print

**Lowndes County Board/Agency Appointee Information Sheet - Submission #73**

Date Submitted: 4/9/2020

Date:

4/9/2020

Board/Agency Applying For:

South Georgia Regional Library Board of Trustees

Last Name

Gaumont

First Name

George

Street Address

City/State/Zip

Valdosta, GA 31602

Phone Number

Email Address

grgamg@bellsouth.net

Occupation

Retired University Library Dean

Professional Experience

Naval Officer 1969-1974, Librarian 1975-2010

Knowledge & Skills

MS Library Science, PhD Library Science, Library experience, Management experience as librarian and Naval Officer, Organization experience as a board member of several academic and corporate organizations

What knowledge or skills do you possess that would contribute to the Board/Agency to which you are requesting to be appointed?

Please list the Board/Agency that you have been or are currently a member of:

Lyrasis, Solinet, Regents Academic Committee on Libraries, Georgia Library Association, Georgia Licensing Board, American Library Association, West Virginia Library Association

**Extra Activities & Community Organizations**

Wood Valley Homeowners Association (current president)

Please list any extracurricular activities and/or community organizations you are affiliated with.

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Valdosta-Lowndes County Parks and Recreation Authority

Work Session/Regular Session

DATE OF MEETING: June 23, 2020

BUDGET IMPACT:

FUNDING SOURCE:

( ) Annual

( ) Capital

(X) N/A

( ) SPLOST

( ) TSPLOST

COUNTY ACTION REQUESTED ON: Reappointing/appointing members

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HISTORY, FACTS AND ISSUES: The term of Mrs. Suzan Prince on the Valdosta Lowndes Parks and Recreation Authority will expire on June 30, 2020. Mrs. Prince is interested in being reappointed. The rotating term currently held by Mr. Cisco Diaz will also expire on June 30, 2020. Mr. Diaz was appointed to his current term by the City of Valdosta. It is now the County's turn to appoint someone to the rotating position. Mr. Diaz would like for the County to appoint him to the position for another term.

OPTIONS: 1. Reappoint/appoint members  
2. Board's pleasure

RECOMMENDED ACTION: Board's pleasure

DEPARTMENT: County Manager

DEPARTMENT HEAD: Joseph Pritchard

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Valdosta-Lowndes County Construction Board of Adjustments  
and Appeals

Work Session/Regular Session

DATE OF MEETING: June 23, 2020

BUDGET IMPACT:

FUNDING SOURCE:

( ) Annual

( ) Capital

(X) N/A

( ) SPLOST

( ) TSPLOST

COUNTY ACTION REQUESTED ON: Reappointing/appointing members

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HISTORY, FACTS AND ISSUES: Tripp Howell's term on the Valdosta Lowndes County Construction Board of Adjustments and Appeals will expire on June 30, 2020. Mr. Howell would like to be reappointed. It is the County's turn to appoint a member to the General Contractor (rotating) position. Keith Scarborough (Electrical Contractor) and Thomas Ley (Electrical Contractor) are both interested in being appointed to the board.

OPTIONS: 1. Reappoint/appoint members.  
2. Board's pleasure

RECOMMENDED ACTION: Board's pleasure

DEPARTMENT: County Manager

DEPARTMENT HEAD: Joseph Pritchard

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:



Print

**Lowndes County Board/Agency Appointee Information Sheet - Submission #75**

Date Submitted: 4/20/2020

Date:

4/20/2020

Board/Agency Applying For:

Valdosta- Lowndes County Construction Board of Adjustments and Appeals

Last Name

Scarborough

First Name

Keith

Street Address

City/State/Zip

Hahira, Ga

Phone Number

Email Address

keith@cowart-inc.net

Occupation

electrical contractor

Professional Experience

35 years commercial / industrial electrical contracting.

Knowledge & Skills

Georgia Non restricted license # EN 007844  
Florida Certified Electrical Contractor / low voltage license # EC13001599

What knowledge or skills do you possess that would contribute to the Board/Agency to which you are requesting to be appointed?

Please list the Board/Agency that you have been or are currently a member of:

Valdosta- Lowndes County Construction Board of Adjustments and Appeals

**Extra Activities & Community Organizations**

Valdosta Lowndes County Electrical Contractors Association

Please list any extracurricular activities and/or community organizations you are affiliated with.

Print

**Lowndes County Board/Agency Appointee Information Sheet - Submission #76**

Date Submitted: 4/20/2020

Date:

4/20/2020

Board/Agency Applying For:

CONSTRUCTION BOARD OF ADJUSTMENTS AND APPEALS

Last Name

Ley

First Name

Thomas

Street Address

City/State/Zip

Valdosta

Phone Number

Email Address

tley@cowart-inc.net

Occupation

Electrical Contractor

Professional Experience

My Electrical Contractor Non Restricted License #EN2168632

I have been employed at Cowart Electric for 10 years. I currently am the Generator Sales and Service Manager.

Knowledge & Skills

Currently I am the President of THE VALDOSTA-LOWNDES COUNTY ELECTRICAL CONTRACTORS ASSOCIATION, INC.

What knowledge or skills do you possess that would contribute to the Board/Agency to which you are requesting to be appointed?

Please list the Board/Agency that you have been or are currently a member of:

President of the THE VALDOSTA-LOWNDES COUNTY ELECTRICAL CONTRACTORS ASSOCIATION, INC.

**Extra Activities & Community Organizations**

Dasher Church of Christ Member

Please list any extracurricular activities and/or community organizations you are affiliated with.

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Acceptance of FY20 Coronavirus Emergency Supplemental Funding

Work Session/Regular  
Session

DATE OF MEETING: June 23, 2020

BUDGET IMPACT: \$58,008 in Federal Funding. There is no local match requirement.

FUNDING SOURCE:

Bureau of Justice Assistance Funding

Capital

N/A

SPLOST

TSPLOST

COUNTY ACTION REQUESTED ON: Acceptance of FY20 Coronavirus Emergency Supplemental Funding Program Award

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HISTORY, FACTS AND ISSUES: On March 30, 2020, the US Department of Justice issued a notice of funds availability, through the Bureau of Justice Assistance (BJA). This grant program was entitled FY 2020 Coronavirus Emergency Supplemental Funding Program. The purpose of the BJA CESF program is to provide funding to assist eligible states, local units of government, and tribes in preventing, preparing for, and responding to the Coronavirus. Lowndes County was notified that it was eligible for \$58,008, in funding under this program. The funding is proposed to be utilized to purchase equipment and supplies such as face masks, hand sanitizing stations, gloves, disinfecting wipes in order to make the conducting of business in person safer. Funding is also available to be used for equipment to facilitate remote meetings, proceedings, video conferencing, etc.

OPTIONS:     1. Accept Award and authorize Chairman to sign Award documents  
              2. Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Emergency Management

DEPARTMENT HEAD: Ashley Tye

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:



Department of Justice (DOJ)  
Office of Justice Programs  
**Bureau of Justice Assistance**

**Grant**

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Lowndes County Board of Commissioners 327 N Ashley St PO Box 1349 Valdosta, GA 31603-1349		4. AWARD NUMBER:	
2a. GRANTEE IRS/VENDOR NO. 586000952		5. PROJECT PERIOD: FROM 01/20/2020 TO 01/31/2022 BUDGET PERIOD: FROM 01/20/2020 TO 01/31/2022	
2b. GRANTEE DUNS NO. 030055552		6. AWARD DATE 06/11/2020	7. ACTION Initial
3. PROJECT TITLE Coronavirus Equipment and Supplies		8. SUPPLEMENT NUMBER 00	9. PREVIOUS AWARD AMOUNT \$ 0
		10. AMOUNT OF THIS AWARD \$ 58,008	11. TOTAL AWARD \$ 58,008
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY20(BJA - CESF) Pub. L. No. 116-136, Div. B; 28 U.S.C. 530C			
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.034 - Coronavirus Emergency Supplemental Funding Program			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Katharine T. Sullivan Principal Deputy Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Bill Slaughter Chairman	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL	19A. DATE
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL YEAR FUND CODE BUD. ACT. DIV. OFC. REG. SUB. POMS AMOUNT X B VD 80 00 00 58008		21. VVDUGT1838	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Grant**

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PROJECT NUMBER 2020-VD-BX-1825

AWARD DATE 06/11/2020

*SPECIAL CONDITIONS*

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" ([ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm](http://ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm)), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.



Department of Justice (DOJ)  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
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PROJECT NUMBER 2020-VD-BX-1825

AWARD DATE 06/11/2020

*SPECIAL CONDITIONS*

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2020 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2020 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2020 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.





Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

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PROJECT NUMBER 2020-VD-BX-1825

AWARD DATE 06/11/2020

*SPECIAL CONDITIONS*

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after -- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.



Department of Justice (DOJ)  
Office of Justice Programs  
**Bureau of Justice Assistance**

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PROJECT NUMBER 2020-VD-BX-1825

AWARD DATE 06/11/2020

*SPECIAL CONDITIONS*

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).



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Office of Justice Programs  
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AWARD DATE 06/11/2020

*SPECIAL CONDITIONS*

9. Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) and (2) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1) and (2).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify ([www.e-verify.gov](http://www.e-verify.gov)), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or





Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

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AWARD DATE 06/11/2020

*SPECIAL CONDITIONS*

any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1) and (2).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at [E-Verify@dhs.gov](mailto:E-Verify@dhs.gov). E-Verify employer agents can email E-Verify at [E-VerifyEmployerAgent@dhs.gov](mailto:E-VerifyEmployerAgent@dhs.gov).

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

10. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

11. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.



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13. Unreasonable restrictions on competition under the award; association with federal government

SCOPE. This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award, whether by the recipient or by any subrecipient at any tier, and regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used. The provisions of this condition must be among those included in any subaward (at any tier).

1. No discrimination, in procurement transactions, against associates of the federal government

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor (at any tier), grant recipient or -subrecipient (at any tier), agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.



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14. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

15. Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

16. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

17. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

18. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.





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19. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

20. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

21. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

23. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.



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24. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

25. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2020) The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions that may be set out in applicable appropriations acts are indicated at <https://ojp.gov/funding/Explore/FY20AppropriationsRestrictions.htm>, and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

26. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.





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27. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.



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28. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

29. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

30. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at [OJP.ComplianceReporting@ojp.usdoj.gov](mailto:OJP.ComplianceReporting@ojp.usdoj.gov). For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

31. Signing Authority

This award must be signed by an authorized official of the applicant State, local, or tribal government, on behalf of that applicant State, unit of local government, or Tribe, unless the applicant designates an organizational unit to apply on its behalf. For example, if designated by a unit of local government, a Police Department or Sheriff's Office (or similar agency) may apply on behalf of the applicant jurisdiction, as long as the department, office, or agency is listed as the organizational unit on the SF-424. In that case, the head of the designated organizational unit (such as a Police Chief or Sheriff) may sign the award. Documentation of the designation by the appropriate governing body must be retained by the grant recipient.

32. The "Emergency Appropriations for Coronavirus Health Response and Agency Operations" law (Public Law 116-136) includes definitions, reporting requirements, and certain other provisions that apply (whether in whole or in part) to this award. In addition, consistent with the CESF Program's purposes, which involve preparing for, preventing, and responding to the coronavirus national emergency, OJP will provide notice of any additional CESF program-specific grants administrative requirements on an award page, accessible at <https://www.ojp.gov/funding/explore/CESF-program-specific-condition>, that is incorporated by reference here.





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33. The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

34. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

35. Required monitoring of subawards

The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

36. Use of program income

Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.

37. Justice Information Sharing

Recipients are encouraged to comply any information-sharing projects funded under this award with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) is encouraged to conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: [https://it.ojp.gov/gsp\\_grantcondition](https://it.ojp.gov/gsp_grantcondition). The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information.

38. Avoidance of duplication of networks

To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity.



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39. Compliance with National Environmental Policy Act and related statutes

Upon request, the recipient (and any subrecipient at any tier) must assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these award funds, either directly by the recipient or by a subrecipient. Accordingly, the recipient agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the award, the recipient agrees to contact BJA. The recipient understands that this condition applies to new activities as set out below, whether or not they are being specifically funded with these award funds. That is, as long as the activity is being conducted by the recipient, a subrecipient, or any third party, and the activity needs to be undertaken in order to use these award funds, this condition must first be met. The activities covered by this condition are: a. New construction; b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places; c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size; d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories. The recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/ or an Environmental Impact Statement, as directed by BJA. The recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at [https:// bja.gov/ Funding/ nepa.html](https://bja.gov/Funding/nepa.html), for programs relating to methamphetamine laboratory operations. Application of This Condition to Recipient's Existing Programs or Activities: For any of the recipient's or its subrecipients' existing programs or activities that will be funded by these award funds, the recipient, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

40. Establishment of interest-bearing account

If award funds are being drawn down in advance, the recipient (or a subrecipient, with respect to a subaward) is required to establish an interest-bearing account dedicated specifically to this award. Recipients (and subrecipients) must maintain advance payments of federal awards in interest-bearing accounts, unless regulatory exclusions apply (2 C.F.R. 200.305(b)(8)). The award funds, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Coronavirus Emergency Supplemental Funding (CESF) program. The recipient also agrees to obligate the award funds in the account (including any interest earned) during the period of performance for the award and expend within 90 days thereafter. Any unobligated or unexpended funds, including interest earned, must be returned to OJP at the time of closeout.

41. Expenditures requiring prior approval

No funds under this award may be expended on individual items costing \$500,000 or more, or to purchase Unmanned Aerial Systems (UAS), Unmanned Aircraft (UA), and/or Unmanned Aerial Vehicles (UAV) without prior written approval from BJA. Prior approval must be obtained post-award, through the submission and approval of a Grant Adjustment Notice (GAN) through OJP's Grant Management System (GMS).





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42. Authorization to obligate (federal) award funds to reimburse certain project costs incurred on or after January 20, 2020

The recipient may obligate (federal) award funds only after the recipient makes a valid acceptance of the award. As of the first day of the period of performance for the award (January 20, 2020), however, the recipient may choose to incur project costs using non-federal funds, but any such project costs are incurred at the recipient's risk until, at a minimum-- (1) the recipient makes a valid acceptance of the award, and (2) all applicable withholding conditions are removed by OJP (via a Grant Adjustment Notice). (A withholding condition is a condition in the award document that precludes the recipient from obligating, expending, or drawing down all or a portion of the award funds until the condition is removed.)

Nothing in this condition shall be understood to authorize the recipient (or any subrecipient at any tier) to use award funds to "supplant" State or local funds.

43. Use of funds for DNA testing; upload of DNA profiles

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a government DNA laboratory with access to CODIS. No profiles generated under this award may be entered or uploaded into any non-governmental DNA database without prior express written approval from BJA. Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS.

44. Body armor - compliance with NIJ standards and other requirements

Ballistic-resistant and stab-resistant body armor purchased with award funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and is listed on the NIJ Compliant Body Armor Model List (<https://nij.gov/topics/technology/body-armor/Pages/compliant-ballistic-armor.aspx>). In addition, ballistic-resistant and stab-resistant body armor purchased must be made in the United States and must be uniquely fitted, as set forth in 34 U.S.C. 10202(c)(1)(A). The latest NIJ standard information can be found here: <https://nij.gov/topics/technology/body-armor/pages/safety-initiative.aspx>.

45. Recipient may not obligate, expend, or drawdown funds until the Bureau of Justice Assistance, Office of Justice Programs has reviewed and approved the Budget Narrative portion of the application and has issued a Grant Adjustment Notice (GAN) informing the recipient of the approval.

46. Recipient may not obligate, expend or drawdown funds until the Bureau of Justice Assistance, Office of Justice Programs has reviewed and approved the Program Narrative portion of the application and has issued a Grant Adjustment Notice (GAN) informing the recipient of the approval.



**Department of Justice (DOJ)**

Office of Justice Programs

*Bureau of Justice Assistance*

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Washington, D.C. 20531

**Memorandum To:** Official Grant File

**From:** Orbin Terry, NEPA Coordinator

**Subject:** Categorical Exclusion for Lowndes County Board of Commissioners

The Coronavirus Emergency Supplemental Funding (CESF) Program allows eligible states, local units of government, and tribes to support a broad range of activities including preventing, preparing for, and responding to the coronavirus.

All recipients of CESF funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a sub-grantee or third party.

BJA's expectation is that none of the following activities will be conducted whether under this federal award or a related third party action:

- (1) New construction
- (2) Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species
- (3) A renovation that will change the basic prior use of a facility or significantly change its size
- (4) Research and technology whose anticipated and future application could be expected to have an effect on the environment
- (5) Implementation of a program involving the use of chemicals (including the identification, seizure, or closure of clandestine methamphetamine laboratories) other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments.

Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations.

If, however, award funds are proposed to be used for any of the enumerated projects or activities above, grant recipients must contact their grant manager, and receive written approval prior to commencing that project or activity.

Questions about this determination may be directed to your grant manager or Orbin Terry, Environmental Coordinator for BJA.

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Adoption of Fiscal Year 2021 Budget

Work Session/Regular Session

DATE OF MEETING: June 23, 2020

BUDGET IMPACT:

FUNDING SOURCE:

Annual

Capital

N/A

SPLOST

TSPLOST

COUNTY ACTION REQUESTED ON: Adoption of Fiscal Year 2021 Budget

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HISTORY, FACTS AND ISSUES: Following the public hearing held on June 16, the Fiscal Year 2020-2021 budget is submitted for adoption by the Board of Commissioners. This budget will become effective July 1, 2020.

OPTIONS: Board's Pleasure

RECOMMENDED ACTION: Board's pleasure

DEPARTMENT: Finance

DEPARTMENT HEAD: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

A RESOLUTION ADOPTING THE FISCAL YEAR 2021 OPERATING BUDGET  
FOR THE LOWNDES COUNTY BOARD OF COMMISSIONERS

WHEREAS, O.C.G.A. 36-81-6 requires the adoption of a resolution for the appropriation of funds in a fiscal year; and

WHEREAS, the provisions of O.C.G.A. 36-81-5 have been complied with;

NOW, THEREFORE, BE IT RESOLVED, by the Lowndes County Board of Commissioners, acting in its capacity as the governing authority of Lowndes County that the 2020-2021 Operating Budget for Lowndes County is as follows:

REVENUES		EXPENDITURES	
Taxes	51,317,500	General government	14,060,023
Licenses and permits	5,000	Judicial	7,207,327
Intergovernmental	767,520	Public safety	22,774,781
Charges for Services	3,756,400	Public works	5,080,889
Fines and forfeitures	2,125,000	Health and welfare	769,805
Miscellaneous	387,500	Culture and recreation	5,110,000
Transfers In	1,085,000	Housing and development	3,457,000
		Transfers Out	984,095
 TOTAL REVENUE	 \$59,443,920	 TOTAL EXPENDITURE	 \$59,443,920

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Chairman – Lowndes County Board of Commissioners

ATTEST: \_\_\_\_\_

DATE: \_\_\_\_\_



A RESOLUTION ADOPTING THE FISCAL YEAR 2021 BUDGET FOR ALL FUNDS OTHER THAN THE OPEARTING FUND FOR THE LOWNDES COUNTY BOARD OF COMMISSIONERS

WHEREAS, O.C.G.A. 36-81-6 requires the adoption of a resolution for the appropriation of funds in a fiscal year; and

WHEREAS, the provisions of O.C.G.A. 36-81-5 have been complied with;

NOW, THEREFORE, BE IT RESOLVED, by the Lowndes County Board of Commissioners, acting in its capacity as the governing authority of Lowndes County that the 2020-2021 Budget for funds other than the Operating Fund for Lowndes County is as follows:

FUND	REVENUES	EXPENDITURES
Commissary Fund	1,235,000	1,199,664
Drug Seizure Fund	1,000,000	1,000,000
Law Library Fund	100,000	100,000
Accommodation Excise Tax Fund	400,000	400,000
Intergovernmental Grant Fund	672,865	672,865
Jail Operations Fund	323,000	322,370
Drug Abuse Treatment Fund	119,500	195,000
Emergency Communications Fund	3,763,189	3,763,189
Victim/Witness Fund	204,000	233,922
Special Services Fund	4,982,429	4,915,116
SPLOST VII Fund	-	9,800,000
SPLOST VIII Fund	21,000,000	21,000,000
TSPLOST 2019 Fund	1,800,000	1,800,000
Public Roads – LMIG Fund	1,500,000	1,500,000
Water & Sewer Fund	7,978,500	6,559,215
Landfill Fund	815,000	336,481
Tax Lighting District Fund	421,000	362,840
Equipment Maintenance Fund	2,828,499	2,811,497
Health Insurance Fund	7,446,000	7,326,660
Workers Compensation Fund	350,379	370,000
Technology Fleet Fund	810,825	810,825
<b>Total</b>	<b>\$57,750,186</b>	<b>\$65,479,644</b>

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Chairman – Lowndes County Board of Commissioners

ATTEST: \_\_\_\_\_

DATE: \_\_\_\_\_

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Hotel/Motel Tax FY 2021 County Budget

Work Session/Regular Session

DATE OF MEETING: June 23, 2020

BUDGET IMPACT:

FUNDING SOURCE:

( ) Annual

( ) Capital

(X) N/A

( ) SPLOST

( ) TSPLOST

COUNTY ACTION REQUESTED ON: Hotel/Motel Tax FY 2021 County Budget

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

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

A proposed County FY 2021 Budget Plan is attached.

Authority staff expects the Authority to approve the attached FY 2021 Authority Budget Plan at its meeting the morning of June 23, 2020.

OPTIONS: 1. Approve and authorize the Chairman to sign the attached County Budget Plan  
2. Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Finance

DEPARTMENT HEAD: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

FISCAL YEAR 2021 BUDGET PLAN OF LOWNDES COUNTY  
SPECIFYING EXPENDITURES OF HOTEL/MOTEL TAX PROCEEDS

Pursuant to and in accordance with OCGA § 48-13-51 (e) (2), the Board of Commissioners of Lowndes County adopts this budget plan specifying how the proceeds of hotel/motel taxes received during Lowndes County’s fiscal year 2021 are to be expended.

Budgeted Proceeds.....\$400,000.00

Budgeted Expenditures

Transfer to Lowndes County’s Special Services Fund from which the County funds (i) services the County provides primarily for the benefit of the unincorporated area and (ii) the County’s share of funding of services the County and one or more municipalities jointly fund.....\$171,429.00

Transfer to Valdosta-Lowndes County Conference Center and Tourism Authority to promote tourism, convention, and trade shows in accordance with the FY 2021 Budget Plan of said Authority for same which is made a part of this Budget Plan.....\$171,429.00

Transfer to Valdosta-Lowndes County Parks and Recreation Authority for capital costs and operating expenses of parks and recreational facilities owned and operated by said Authority.....\$57,142.00

Total Budgeted Expenditures \$440,000.00

Adopted June 23, 2020

Lowndes County Board of Commissioners

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

Attest: \_\_\_\_\_  
Paige Dukes, Clerk

**Valdosta-Lowndes County**  
**Conference Center & Tourism Authority**  
FY '21 budget plan for expenditures of Lowndes County  
lodging tax proceeds for **Tourism, Conventions or Tradeshow**  
and **Tourism Product Development**

<u>TCT</u>	<u>Amount</u>
Marketing	\$ 119,918
Group Sales/Tradeshow	\$ 8,654
	<u>\$ 128,572</u>

<u>TPD</u>	
Maintenance	\$ 3,243
Contract services	\$ 5,694
Utilities	\$ 22,205
Insurance	\$ 6,923
Capital	\$ 4,793
	<u>\$ 42,857</u>

**TOTAL \$ 171,429**

**Approved June 23, 2020**

Valdosta-Lowndes County Conference Center & Tourism Authority

By: C. A. Hamilton

Name: Chris Hamilton

Title: President & CEO

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Bevel Creek Manhole Emergency Repair

Work Session/Regular Session

DATE OF MEETING: June 23, 2020

BUDGET IMPACT: \$82,000.00

FUNDING SOURCE:

Annual

Capital

N/A

SPLOST

TSPLOST

COUNTY ACTION REQUESTED ON: Bevel Creek Manhole Emergency Repair

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HISTORY, FACTS AND ISSUES: Due to extensive flooding and undermining, the manhole before Bevel Creek lift station collapsed on June 8, 2020 creating an emergency situation. After accessing the problem it was determined the most feasible and economical method of repair was to replace two manholes and redirect the flow. RPI Underground submitted a quote not to exceed \$82,000 to make the repairs. Staff recommends approval of the Bevel Creek manhole emergency repair by RPI Underground not to exceed \$82,000.00.

OPTIONS: Approve the Bevel Creek manhole emergency repair by RPI Underground not to exceed \$82,000.00.

RECOMMENDED ACTION: Approve

DEPARTMENT: Utilities

DEPARTMENT HEAD: Steve Stalvey

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: The Modernization/Upgrade of the Elevator in the  
Governmental Building

Work Session/Regular Session

DATE OF MEETING: June 23, 2020

BUDGET IMPACT: \$57,300.00

FUNDING SOURCE:

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

COUNTY ACTION REQUESTED ON: The Modernization/Upgrade of the Elevator in the Governmental Building

HISTORY, FACTS AND ISSUES: The current elevator in the Governmental Building needs to be upgraded. This elevator is obsolete and parts are not available. This item was approved in the current fiscal year's budget. Only one bid was received.

OPTIONS: 1. Award the bid to Albany Elevator Service  
2. Board's Pleasure

RECOMMENDED ACTION: Board's pleasure

DEPARTMENT: Finance

DEPARTMENT HEAD: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:



TELEPHONE (229) 436-7131  
FAX (229) 436-1188  
E-MAIL athomas@lbanyelevator.com

POST OFFICE BOX 1073 / ALBANY, GEORGIA 31702

June 17, 2020

Robin Cumbus  
Director  
550 Gil Harbin Industrial Blvd  
Valdosta, GA 31601

Re: Lowndes County Governmental Bldg.

Dear Mrs. Cumbus:

We are pleased to quote a price of 57,300.00 on upgrading the one hydraulic elevator at the above referenced location. This upgrade will bring the elevator up to the latest elevator code under A17.1, which includes ADA & Fireman's Recall Ph. I&II. Please note the following clarifications listed below:

**Clarification:**

1. Replace existing controller with non-proprietary micro-processor, type controller.
2. New submersible pumping unit. (Speed 100 FPM; 2,000 lb. capacity)
3. Solid state selector for accurate floor leveling to meet ADA requirements to integrate with new controls
4. New signal fixtures to meet ADA requirements, Fireman's Recall phase I & II and phone line lost monitor (if no dial tone it will send a visual and audible alarm).
5. Install new solid-state door operator to integrate with new controls
6. Install full height photo edges on the elevator car door
7. Install new suspended ceiling
8. Permit & Inspection fee
9. Replace hydraulic jack, install PVC lining; reuse existing piston

**NOTE:** This price does not include new cab, doors, door hardware, car sling

**Work by other trades:**

Machine room 2 hr. fire rated with self-closing self-locking door as per IBC code. Control Air in elevator machine room. Smoke detectors to recall elevator, dry contacts in machine room. 110v. breaker for cab lights in machine room. Main line power will need to be fused.

If you should have any questions please feel free to call me at (229)436-7131.

Sincerely,  
Albany Elevator Service

A handwritten signature in black ink, appearing to read 'Adam Thomas', is written over the typed name.

Adam Thomas  
Manager

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Val Tech Road Grading, Drainage, Base and Paving

Work Session/Regular Session

DATE OF MEETING: June 23, 2020

BUDGET IMPACT: \$148,345.58

FUNDING SOURCE:

( ) Annual

( ) Capital

( ) N/A

( ) SPLOST

(X) TSPLOST

COUNTY ACTION REQUESTED ON: Val Tech Road Grading, Drainage, Base and Paving

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HISTORY, FACTS AND ISSUES: Lowndes County solicited bids for Val Tech Road Grading, Drainage, Base and Paving. The project will consist of Grading, Drainage, Base and Paving Val Tech Road at Wiregrass Technical College for the widening project triggered by the expansion of the Wiregrass Technical College Allied Health Building. Vendors present for the pre-bid meeting held on May 18, 2020, were Eastcoast Asphalt, LLC, Reames & Son Construction, Rountree Construction, The Scruggs Company, Southland Contractors, and Standard Contractors. The County received three bids which were received on June 3, 2020.

Bids that meet specifications are as follows:

Reames & Son Construction Valdosta, Georgia \$186,506.27

The Scruggs Company Valdosta, Georgia \$148,345.58

Southland Contractors Valdosta, Georgia \$195,630.57

OPTIONS: 1. Accept bid proposal and authorize execution of contract documents to The Scruggs Company.

2. Board's Pleasure

RECOMMENDED ACTION: Accept

DEPARTMENT: Engineering

DEPARTMENT HEAD: Mike Fletcher

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:



NC-TIA 2019-05: Val Tech Road Widening

Bid Opening

June 3, 2020 @ 2:00 pm

Tabulations

Bidder	Bid Bond	Bid Amount
East Coast Asphalt	N/A	N/A
Reames and Son Construction	✓	\$ 186,506.27
Rountree	N/A	N/A
Southland Contractors	✓	\$ 195,630.57
The Scruggs Company	✓	\$ 148,345.58