



AGENDA

McDUFFIE COUNTY BOARD OF COMMISSIONERS

April 3, 2023 at 6:30 PM

Government Center Meeting Room

COMMISSIONERS' WORK SESSION

WELCOME & CALL TO ORDER

Chairman Newton

INVOCATION & PLEDGE OF ALLEGIANCE

DISCUSSION ITEMS

- 1. Discussion Concerning Insurance.**
- 2. Discussion Concerning Service Agreement for Tax Assessor's Office.**
- 3. Discussion Concerning New Access Control Door Lock System.**
- 4. Discussion Concerning Building Repairs.**
- 5. Discussion Concerning Sweetwater Park Improvements.**
- 6. Discussion Concerning Education Salary Adjustment.**

EXECUTIVE SESSION- Personnel

ADJOURNMENT

MEMORANDUM

Toombs Judicial Child Support

To: Bill Doupe'- District Attorney

From: Angela Johnson- Office Administrator

March 6, 2023

This is a request for Division of Child Support services employees to be added to McDuffie County Medical/Vision/Dental insurance policy with our office reimbursing the county every month for the total cost of the monthly premium. McDuffie County is the largest county we provide services for with roughly 1,300 total cases benefiting 1,710 children in McDuffie County. In FY 2022 our office collected and distributed \$3.16 million in Child Support on McDuffie County cases and for the six surrounding counties combined, our office collected \$5.95 million. There are a total of 56 Child Support offices in Georgia and our office is #1 in the state for current support collections. These numbers reflect how hard our employees work to provide the most collections for our custodial parents.

When COVID hit, the State of Georgia required all DCSS office to cut budgets by 14% which resulted in a cut of \$126,000 for our office. As of today, the 14% reduction remains, resulting in our office having difficulty staying within our budget. We have requested the 14% cut be reinstated but the state has denied those requests.

Our office is currently staffed with 10 employees and of the 10 employees, only 5 are on the Health Insurance policy and 8 are on the Vision/Dental policy. The 5 employees that are not currently on the health insurance policy either receive Medicare benefits or is covered by their spouse's insurance policy. In FY 2023 our office will spend \$77,754.60 for Health/Vision/Dental Insurance for our employees. If we keep the current plan for FY24 the quoted estimate is \$90,488.88, which we are unable to afford. Every year since 2021, when the budget cut was implemented, our office is having to choose a lesser expensive plan which results in higher copays, higher deductibles, and less coverage for our employees.

We are not asking for the county to provide any financial help with our insurance, in fact the request will cost the county \$0.00. The only request we have is to allow our employees to join the County policy and our office pay the monthly premium directly to the county. I have verified with Pam Workman that the cost of the county Health/Vision/Dental insurance will cost \$38,388.36 per year for our office, saving our office approximately \$40,000. If this request is approved, our office would be able to fill a vacant spot and eliminate reduction in benefits for our employees.

STAFF REPORT

COMMISSIONERS' MEETING: April 3, 2023

DATE: March 30, 2023
TO: McDuffie County Board of Commissioners
FROM: Jasmine Green, Chief Appraiser
ISSUE: Consideration to approve Service Agreement with Harris for Printing and Mailing of 2023 Assessment Notices.

BACKGROUND: This would be a renewal of the current agreement with Harris. The price increased this year to .615 per notice (paper & postage) from the previous year of .56 per notice. This is due to the increase in postage and increase paper costs. Board of Assessor's recommend moving forward with this service agreement.

FACTS AND FINDINGS:

1. Allows a single source for printing and mailing of the notices.
2. Allows timely processing of notices with limited office staff.

ALTERNATIVES:

1. Board approves moving forward with this purchase.
2. Board does not approve to move forward at this time

FUNDING: Tax Assessor Budget

RECOMMENDATION: Staff recommends the board approve Alternative #1.

ATTACHMENTS: 2



Software Solutions for the Public Sector

Print and Mail Renewal Agreement

Date: 2/17/2023
Expiration Date: 6/30/2023

February 17, 2023

Subject: Printing and Mailing of 2023 Assessment Notices

Tax Assessor's Office:

Our agreement with you to print and mail Assessment Notices has expired. This agreement is renewable for an additional term.

To renew your agreement from the previous year with a price increase of .055 per notice (paper & postage), please complete the bottom of this letter and return it to us by email or fax. If you need a full agreement sent to you, please contact us.

Please email this signed document to dcronin@harriscomputer.com

As always, we truly value your business and your confidence in our printing and mailing services. Your prompt attention to this renewal request is appreciated. We are always available to address any questions by email or phone.

Best regards,
Deb Cronin
Account Manager, Print and Mail
Phone: 228-271-3617

Please complete all information below and return by email or fax

YES, we want to extend our agreement from last year with a price increase of .055 per notice (paper & postage). Agreement will be extended immediately upon receipt of this signed form.

NO, we would like to be contacted regarding a new agreement.

Purchasing County: McDuffie County

By: Current Date:

Title: Mailing Date*: TBA

*Please note: "Mailing Date" is when you plan to mail notices, but we can be flexible if needed. We use this for our planning and scheduling purposes only. We request 5-7 business days between when Assessment Notice files are approved, and the date returns are delivered to the USPS.

Jasmine Green

From: [REDACTED]
Sent: Monday, March 13, 2023 1:30 PM
To: Jasmine Green
Subject: RE: Renewal Contract for Assessment Notice Print & Mail

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the Thomson-McDuffie.Gov email system. Please exercise caution before clicking links, opening attachments, replying, or providing information to the sender.

I'm sorry I thought I did respond! So the price last year was .56 and yes we are adding 5-1/2 cents to that to cover the increase in postage (4-1/2 cents) and a small fee (.01 cent) to help cover the increase in paper costs. So your total for this year will be .615 per notice.

Deb ~~_____~~

From: Jasmine Green <Jasmine.Green@thomson-mcduffie.gov>
Sent: Monday, March 13, 2023 12:45 PM
To: [REDACTED]
Subject: [EXTERNAL] RE: Renewal Contract for Assessment Notice Print & Mail

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning,

I replied back to you email in February to try and get some clarification . We had a different rate and are we adding .055 to that rate we used last year?

From: [REDACTED]
Sent: Monday, March 13, 2023 11:14 AM
To: [REDACTED]
Subject: Renewal Contract for Assessment Notice Print & Mail


CAUTION: This email originated from outside of the Thomson-McDuffie.Gov email system. Please exercise caution before clicking links, opening attachments, replying, or providing information to the sender.

Good morning, working on the Assessment Notice schedule this morning and wanted to check in to see if you have a date in mind for mailing the Assessment notices. I've attached the renewal contract here for your review, and if you don't have a date in mind yet, that's OK having the signed contract back will get your county on the schedule with pending mail date.

As noted in the first email I sent out back in February, postage went up 4-1/2 cents since July of last year, and we added an additional .01 cents to cover the price increases on paper and envelopes that we have received.

STAFF REPORT

COMMISSIONERS' WORK SESSION: April 3, 2023
COMMISSIONERS' MEETING: April 5, 2023

DATE: March 29, 2023
TO: Board of Commissioners
FROM: David R. Crawley, County Manager 
ISSUE: Discussion Concerning New Access Control Door Lock System.

BACKGROUND: The current access control system that is used in the Government Center Building has reached its end of life and hardware and software are no longer supported. The IT and Sheriff's Department have investigated a new access control system and recommend the SALTO System. This system will require less hardware in the future and is easily expandable in the future to other buildings.

FACTS AND FINDINGS:

1. The existing access control system currently used in the Government Center is no longer supported and has reached its end of life.
2. IT has reviewed several systems and along with the Sheriff's office recommends the SALTO access control system.
3. Project cost for new access control at the Government Center and Sheriff's office is \$98,297.08

ALTERNATIVES: Staff recommends moving forward with the SALTO system.

FUNDING: Funding will be provided through additional revenue received in Federal assistance.

POLICY ANALYSIS: None.

RECOMMENDATION: Staff recommends moving forward with the new access control system.

ATTACHMENTS: Access Control System Quote.

New Access Control Door System

\$9,901.47	Software/Licensing
\$63,818.16	Admin/Courthouse
\$19,577.45	Sheriff's Office & Dispatch
\$5,000.00	Unexpected Costs (Missed doors, more mobile licensing, etc.)
\$98,297.08	



1 ACCORD
TECHNOLOGIES

We have prepared a quote for you

SALTO Server Software

Quote # DT-002273 Version 1

Prepared for:

**Thomson-McDuffie
Government**

Prepared by:

David Thompson

Salto Software

Description	Price	Qty	Ext. Price
SALTO SPAPART ProAccess SPACESoftware Partition SVN RF Lock down ID Badging Visitor Event Stream Automatic Key	\$2,397.27	1	\$2,397.27
SALTO SPACE- SPACE SHIP Interface Option (0018) OPT-0018	\$279.39	1	\$279.39
SALTO SPACE- SPACE Elevator Feature (0035) Schindler PORT OPT-0035	\$698.44	1	\$698.44
SALTO SPACE- SPACE Database Synchronization Option (0017) OPT-0017	\$133.31	1	\$133.31
SALTO SPACE- Annually SPACE Mobile Users License (0016-1), included forfirst 12 months from software registration, billedannually there after - Requires Annual SubscriptionRenewal (0028-2) OPT-0016-1	\$2.70	10	\$27.00
SALTO SPACE- SPACE BLUE net Wireless Connection Option (0033) 1 each per Lockset OPT-0033	\$84.29	1	\$84.29
SALTO- Network Encoder - Card Programming NCODER- ECB04B0US	\$907.33	2	\$1,814.66
SALTO-PPD Salto Portable Programming Device	\$544.11	2	\$1,088.22
Subtotal:			\$6,522.58

Cards and Credential

Description	Price	Qty	Ext. Price
SALTO Credential pack of 50 PCD04KB-50	\$248.09	6	\$1,488.54
SALTO Credential FOB blue with white center Salto logo DESFire EV2 4KB pack of 10 PFD04KB-10	\$78.07	5	\$390.35
Subtotal:			\$1,878.89

Services

Description	Price	Qty	Ext. Price
Engineering Engineering Services Engineering Services	\$1,500.00	1	\$1,500.00
Subtotal:			\$1,500.00

Statement of Work

1 Accord will install and configure Salto Virtual Network (SVN) software.

Preferred method involves having one server running Microsoft SQL and one server running SVN.

Solution can also be installed onto one server running both mssql and SVN.

1 Accord will provide two NCoders for the Admin & Sheriffs office. These devices allow card programming and are needed for Mobile Credentials

SALTO Server Software

Prepared by:

1 Accord Technologies
David Thompson
(470) 648-0966
Fax (678) 433-9169
david.thompson@1accordtech.com

Prepared for:

Thomson-McDuffie Government
210 Railroad Street
IT Department
Thomson, GA 30824
Robert Spurlin

Quote Information:

Quote #: DT-002273
Version: 1
Delivery Date: 03/22/2023
Expiration Date: 04/13/2023

rspurlin@thomson-mcduffie.net

Quote Summary

Description	Amount
Salto Software	\$6,522.58
Cards and Credential	\$1,878.89
Services	\$1,500.00
Total:	\$9,901.47

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

1 Accord Technologies

Thomson-McDuffie Government

Signature: _____

Name: David Thompson

Title: Engineer

Date: 03/22/2023

Signature: _____

Name: Robert Spurlin

Title: Technology Director

Date: _____



1 ACCORD
TECHNOLOGIES

We have prepared a quote for you

SALTO Admin Building

Quote # DT-002269 Version 1

Prepared for:

**Thomson-McDuffie
Government**

Prepared by:

David Thompson

Door Hardware

Description		Price	Qty	Ext. Price
Salto-LH	Left Handed Door	\$832.01	9	\$7,488.09
SALTO AM656A00NEB 38	XS4Original+		9	
SALTO LA1T0570A21I M8LH	Mortise Lock ANSI Grade 1 32mm faceplate Doordetector LH (field rev) satin stainless		9	
SALTO SPACE-OPT-0033	SPACE BLUE net Wireless Connection Option (0033) 1 each per Lockset		9	
Salto-RH	Right Handed Door	\$832.01	16	\$13,312.16
SALTO AM656A00NEB 38	XS4Original+		16	
SALTO LA1T0570A21I M8RH	Mortise Lock ANSI Grade 1 32mm faceplate Doordetector RH (field rev) satin stainless		16	
SALTO SPACE-OPT-0033	SPACE BLUE net Wireless Connection Option (0033) 1 each per Lockset		16	
Salto-CU-Standard	Salto Control Unit Standard Reader	\$1,516.12	16	\$24,257.92
SALTO CU42E0TUS	Control Unit XS4 2.0 two rdr 6 in 4		16	
SALTO WRDB0A4B	Wall Reader ANSI XS4		32	
Mag-Single	Single 1200lb Magnetic Lock	\$172.60	6	\$1,035.60
CM-CX91S12	MAG LOCK 1200LB SURFACE MOUNT MAG LOCK 1200LB SURFACE MOUNT		6	
CV-DGLPMLPT	MOUNTING PLATE F/DGLPFNWLC MOUNTING PLATE F/DGLPFNWLC		6	
AX-TANGO1B	PoE Board	\$296.05	16	\$4,736.80
PBF12004510I M	Salto RIM Panic Bar Device	\$1,396.10	1	\$1,396.10
			Subtotal:	\$52,226.67

Gateways & Nodes

Description		Price	Qty	Ext. Price
SALTO RFNODE3W	SALTO Wireless node Kit.Kit to boost the scope escutcheons to wirelessescutcheons	\$88.89	8	\$711.12
SALTO GATEWAYW3 CUS	Wireless Gateway	\$464.90	4	\$1,859.60
			Subtotal:	\$2,570.72

Cabling Materials

Description		Price	Qty	Ext. Price
MATERIAL	Cabling Material	\$1,268.34	1	\$1,268.34
7131805	Genspeed 6 CMP Orange		3000	
NK688MOR	Cat6 Jack Orange		12	
NK2BXIW-A	2-Port Surface Mount box Off White		12	
NKBMIW	Blank Off White bag of 10		2	
MCTP6BI-3-10	Cat6 Patch Cord Orange 10'		12	
NKPP24FMY	Keystone 24-port modular flush mount patch panel in black, (1RU).		1	
NK688MOR	Cat6 Jack Orange		12	
MCTP6BI-3-1	Cat6 1' Patch Cord Orange		12	
NKBMBL-X	Blank keystone module reserves space for future use. Black		10	
TZE221	Black on White 3/8" Label Tape		1	
514-REF	Cable Label Refill		1	
			Subtotal:	\$1,268.34

Services

Description		Price	Qty	Ext. Price
LABOR	Labor	\$3,252.43	1	\$3,252.43
Engineering	Engineering Services Engineering Services	\$1,500.00	3	\$4,500.00
			Subtotal:	\$7,752.43

Statement of Work

1 Accord will provide and install Salto XS4+ with mortise locks for all "standard" door configurations in either Left or Right handed configurations

1 Accord will provide and install Salto Door Controllers for Courtroom access

1 Accord will provide and install Salto Door Controllers for all exterior access

1 Accord will provide and install Salto Door Controllers for Elevator access (Elevator technicians will need to certify proper functioning of elevator after installation)

1 Accord will provide and install Salto Door Controllers with Magnetic locks for doors connecting Administration building to courthouse

SALTO Admin Building

Prepared by:

1 Accord Technologies
David Thompson
(470) 648-0966
Fax (678) 433-9169
david.thompson@1accordtech.com

Prepared for:

Thomson-McDuffie Government
210 Railroad Street
IT Department
Thomson, GA 30824
Robert Spurlin
(706) 466-9251
robert.spurlin@thomson-mcduffie.gov

Quote Information:

Quote #: DT-002269
Version: 1
Delivery Date: 03/21/2023
Expiration Date: 04/13/2023

Quote Summary

Description	Amount
Door Hardware	\$52,226.67
Gateways & Nodes	\$2,570.72
Cabling Materials	\$1,268.34
Services	\$7,752.43
Total:	\$63,818.16

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

1 Accord Technologies

Thomson-McDuffie Government

Signature: _____
Name: David Thompson
Title: Engineer
Date: 03/21/2023

Signature: _____
Name: Robert Spurlin
Title: _____
Date: _____



1 ACCORD
TECHNOLOGIES

We have prepared a quote for you

SALTO Sheriffs Office

Quote # DT-002263 Version 1

Prepared for:

**Thomson-McDuffie
Government**

Prepared by:

David Thompson

Door Hardware

Description		Price	Qty	Ext. Price
Salto-CU-Mullion	Salto Control Unit Mullion Reader	\$1,516.12	6	\$9,096.72
SALTO CU42E0TUS	Control Unit XS4 2.0 two rdr 6 in 4		6	
SALTO WRDB0M4B	Wall ReaderMullionXS4		12	
Salto-CU-Standard	Salto Control Unit Standard Reader	\$1,516.12	1	\$1,516.12
SALTO CU42E0TUS	Control Unit XS4 2.0 two rdr 6 in 4		1	
SALTO WRDB0A4B	Wall Reader ANSI XS4		2	
AX-TANGO1B	PoE Board	\$296.05	7	\$2,072.35
			Subtotal:	\$12,685.19

Cabling Materials

Description		Price	Qty	Ext. Price
MAT	Cabling Material	\$1,892.26	1	\$1,892.26
M58288	Genspeed 6 CMP Orange		4000	
NK688MOR	Cat6 Jack Orange		7	
NK2BXIW-A	2-Port Biscuit Box Off White		7	
NKBMIW	Blank Off White bag of 10		1	
MCTP6BI-3-10	Cat6 Patch Cord Orange 10'		7	
1880AB2/CMP	18/2 Conductor CMP		1000	
NK688MOR	Cat6 Jack Orange		7	
MCTP6BI-3-1	Cat6 1' Patch Cord Orange		7	
1A	Cable Support Fastners Etc.		4	
TZE221	Black on White 3/8" Label Tape		1	
514-REF	Cable Label Refill		1	

Cabling Materials

Description	Price	Qty	Ext. Price
Subtotal:			\$1,892.26

Services

Description	Price	Qty	Ext. Price
LABOR Labor for Cabling	\$2,000.00	1	\$2,000.00
Engineering Engineering Services Engineering Services	\$1,500.00	2	\$3,000.00
Subtotal:			\$5,000.00

Statement of Work

1 Accord will provide and install Salto Door Controllers for all access points

SALTO Sheriffs Office

Prepared by:

1 Accord Technologies

David Thompson
(470) 648-0966
Fax (678) 433-9169
david.thompson@1accordtech.com

Prepared for:

Thomson-McDuffie Government

210 Railroad Street
IT Department
Thomson, GA 30824
Robert Spurlin

rspurlin@thomson-mcduffie.net

Quote Information:

Quote #: DT-002263

Version: 1
Delivery Date: 03/21/2023
Expiration Date: 04/12/2023

Quote Summary

Description	Amount
Door Hardware	\$12,685.19
Cabling Materials	\$1,892.26
Services	\$5,000.00
Total:	\$19,577.45

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

1 Accord Technologies

Thomson-McDuffie Government

Signature: _____

Signature: _____

Name: David Thompson

Name: Robert Spurlin

Title: Engineer

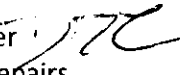
Title: Technology Director

Date: 03/21/2023

Date: _____

STAFF REPORT

COMMISSIONERS' WORK SESSION: April 3, 2023
COMMISSIONERS' MEETING: April 5, 2023

DATE: March 29, 2023
TO: Board of Commissioners
FROM: David R. Crawley, County Manager 
ISSUE: Discussion Concerning Building Repairs.

BACKGROUND: The Board authorized PM&A to investigate recurring leaks issues in the Government Center. A copy of the study can be found attached. During their investigation, PM&A was able to recreate several of the water infiltration issues that had been identified by staff and presented to the original building contractor. The results of their investigation identified several deficiencies that need to be addressed with windows, through-wall flashing, and roof top drain system.

FACTS AND FINDINGS:

1. Water infiltration issues were identified at several windows. It is recommended to wet glaze along exterior windows and replace all sealant joints.
2. Exterior wall leaks were identified to be the result of failure of the through-wall flashing system. It is recommended to either repair the through-wall flashing system or apply a silane water repellent to the exterior of the brick façade.
3. Leaks at the roof top drainage system were identified to be the result of deteriorated band clamps that seal drainage system pipes. It is recommended to replace deteriorated band clamps with new band clamps.

ALTERNATIVES: Staff recommends that the findings are presented to the original building contractor to determine the path forward for the needed repairs.

FUNDING: Potential repair cost have not been determined at this time.

POLICY ANALYSIS: None.

RECOMMENDATION: Staff recommends that we meet with the original building contractor and present the findings of the leak investigation.

ATTACHMENTS: Leak investigation report.



March 21, 2023

David Crawley, Jr.
County Manager
McDuffie County, Georgia
210 Railroad Street
Thomson, Georgia 30824
Phone: (706) 595-2112

Subject: **Leak Investigation & Consulting Services**
 Thomson McDuffie Government Center
 210 Railroad Street
 Thomson, Georgia 30824
 PM&A Proposal No. P23-029

Dear Mr. Crawley,

PM&A is pleased to provide leak investigation and consulting services for the Thomson McDuffie Government Center in Thomson, Georgia. The following scope of services is being performed in accordance with PM&A No. 23-029 authorized by you on February 1, 2023.

Project Background

The subject property consists of two 2-story administrative/court buildings and a connected 1-story breezeway constructed circa 2010. Existing architectural drawings have been provided for our review. The facility has experienced long-term water intrusion through the exterior walls at window locations, through the wall above roof transitions, and at the roof drainage plumbing system. Several investigations and repairs have been attempted. PM&A performed a document review of provided architectural drawings and an investigation of reported leaks at the subject building.



Figure 1: Facility Overview



Locations of typical and atypical reported issues, conditions, and observations are provided on *Attachment 1 – Assessment Plans*. Photos of conditions are provided in *Attachment 2 – Photo Log*.

Document Review

As a part of this assessment, PM&A performed a review of the following provided documents for comparison to our current observations. Manufacturing documents were also considered with discretion due to updated standards. The following documents were reviewed:

- A. Document A: *Thomson-McDuffie Government Services Center – Architectural Construction Documents*: Document provided is an architectural drawing set of the subject facility.
 - Observed open brick wall sections appeared to match documented wall section details with membrane barrier behind brick façade.
- B. Document B: *Thomson-McDuffie Government Services Center – Plumbing Construction Documents*: Document provided is a plumbing drawing set of the subject facility.
 - Observed piping layout appeared to match documented facility plumbing schematics.
- C. Document C: *Thomson-McDuffie Government Services Center – Owner’s Warranty Manual*: Document provided is record of contractor warranties applicable to the subject facility.
 - Most components within the facility were documented under warranty for defects in material and manufacture. It was not reported if building management claimed any warranty within the acceptable dates for the failures within the facility.

Observations

Building management reported several leaks throughout the facility. Leaks are reported to have been ongoing since the original construction of the facility circa 2010. For the purpose of this report, we have categorized the leaks into three different occurrences: Leaks occurring at exterior windows, wall above roof transitions, and leaks occurring at the roof top storm drainage system.

Leaks at Exterior Windows

The exterior windows consisted of aluminum storefront systems and appeared in fair condition. Windows were observed at ground level and ladder. The following items were observed:

- Sealant failure was observed in several areas including mullion-to-lintel transitions and metal-to-facade joints.
- Water staining was observed at affected walls along the sides and sills of windows.
- PM&A performed a limited water test at two windows. Leaks were recreated at both locations.
 - At the first location, second floor south elevation of courts building, a water test was performed for approximately 15-minutes working from the base of the window, up the vertical mullion, and to the top horizontal mullion. Approximately 15-minutes following the test, water was noted at the corner of the window sill at the interior.
 - At the second test location, first floor west elevation courts building, leaks started directly after applying water to the vertical mullion. Leaks occurred at the mid-window horizontal mullion which is indicative of water coming through the window itself at the mullion rather than at flashings or sill pans.
- Exterior windows were reported to have retrofitted weep holes drilled into existing sills. This repair reportedly mitigated the leak issues at several locations.



Leaks at Wall Above Roof Transitions

Wall above roof transitions consist of brick façade with select windows and surface mounted counterflashing from the roof system. The walls above roof appeared to be in generally poor condition. The following items were observed:

- Two previously opened sections in the wall above roof transitions, at the Administrative Building, were accessed and investigated (TL1).
 - Wall above roof transitions included clay brick façade with mortar and underlying air barrier wrap with through wall flashing.
 - Mortar failure and material accumulation was observed behind brick.
 - Air barrier wrap was discontinuous with open laps, and therefore, failed within the building envelope system.
 - Severely deteriorated and failed through wall flashing was observed at removed brick locations.
 - Original weep holes were observed to be in generally poor condition.
 - Several original weep holes were sealed, reportedly during previous leak repairs.
 - Original honeycomb weep materials were severely deteriorated.
- Signs of water intrusion at ceiling adjacent to exterior window on the second floor of the Courts Building entrance (TL2). Access to the roof area was not available at the time of our visit.
 - No signs of leak through windows.
 - Provided architectural drawings detail a roof-to-wall transition above the leak location similar to that at TL1.

Leaks at Roof Top Drainage System

The facility roof storm drainage system combines overflow and primary drains tied into interior piping. The drainage system was observed at the roof level and from lifts and ladders through interior ceiling tiles.

- Provided plumbing drawings correspond with leak locations.
- Insulated drainage pipes were open and exposed in leak locations and were severely corroded.
- Building management reported pipe material loss at previous repair locations.
- Single and double-band clamps were observed along drainage piping system; including single-band pipe clamps on horizontal run pipes.
- In few locations, no-hub couplings have been used to replace failed and corroded original band clamps. Management reports that replacing the original clamps with new 3-band no-hub clamps solved the previous leak issues.
- A plumbing contractor was onsite completing work at select interior piping. We discussed the removed pipe clamps with the plumber who reported that the rubber on the pipe clamp had completely deteriorated at some locations.
- Roof top level above leaks in the Superior Court desk office felt soft and could potentially be signs of wet insulation above metal roof decking.

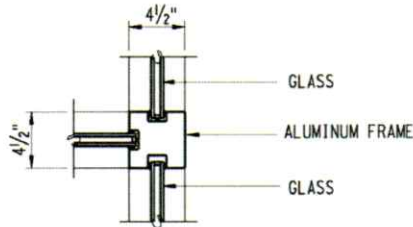
Discussion

The provided documents are accurate of the existing facility system. Due to the water intrusions reported to have been ongoing since the original construction, many repairs and recommendations were observed. While few repairs have appeared to mitigate leaks at specific locations, others have proven the repairs did not correct the underlying issues. Several issues appear to be due to improper materials and/or improper installation.



Leaks at Exterior Windows

Existing sealants and seals along exterior windows showed signs of deterioration/failure. Based on our observations, we saw failures of the window seals and transition sealant of the windows. This is likely a contributor to the leaks observed and will need to be repaired.



13 MULLION DETAIL
A13.02 SCALE: 1 1/2"=1'-0" ALUMINUM FRAME

Figure 2: Existing mullion detail from provided documents.

The window systems at this property are designed and intended to be self-draining. This means that water that enters the system then exits the system via the window sill pan. Building management reported weep holes were drilled into window sills post construction and after leaks began to occur. This indicates poor construction of the storefront window systems which could be the leading cause of the water intrusions. Based on our onsite review and review of documents, the window systems should have been self-draining from the day of installation. Our review indicates a failure of the windows' self-draining characteristics via the sill pan.

Leaks at Wall Above Roof Transitions

Many issues within the wall above roof transition openings were observed. Due to the porous nature of clay brick, brick walls are designed to allow water through the façade and air and water barriers on sheathing are used to prevent water intrusion into the structure wall sections. Metal through wall flashings are recommended to drain any moisture from behind the brick façade. Existing through wall flashing deterioration and potential improper installation of the air barrier are likely the leading causes for the water intrusions along the interior corridor of TL1.

The ceiling leak adjacent to the second floor window of the Courts Building entrance did not exhibit water intrusion through the window. However, the provided architectural drawings detail a roof extended above the window; and considering the condition of the wall above roof openings above the Administrative Building, it is safe to assume there are similar failures within this wall section.

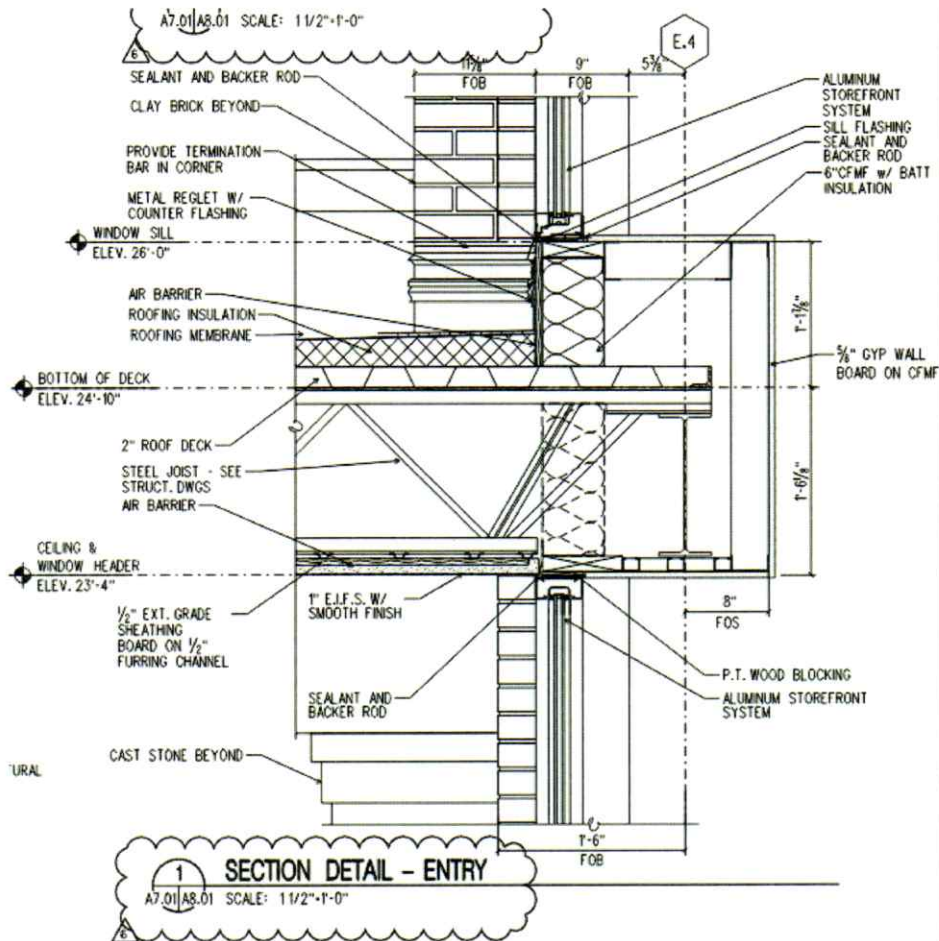


Figure 3: Existing entry roof and wall section from provided documents.

Because the building envelope system has failed, there are two options for repair.

1. Option 1 aims to prevent water from getting behind the brick façade. Apply a silane water repellent on the exterior brick façade. This will create a vapor barrier on top of the façade to mitigate water intrusion through the porous brick. The water repellent coating must be reapplied per manufacturer’s guidelines. Replace all sealant joints. Re-open and replace weep honeycomb vents with new stainless-steel versions. Any deficiencies in the brick should be corrected.
2. Option 2 is to correct all current deficiencies and bring the wall into original design intent functions. Complete repair of wall sections including through wall flashings and air barriers. This process would solve the underlying issues within the building envelope system; however, it is more destructive in nature since the entire façade would need to be removed and replaced. Complete repair of the wall sections will be significantly more expensive and invasive than Option 1.

Leaks at Roof Top Drainage System

The original band clamps do not appear to effectively seal the drainage pipes and have started to create leak paths. Successful repairs on the drainage system include cutting insulation around pipes to investigate leaks and replacing corroded and deteriorated band clamps for new 3 and 4-band no-hub couplings. Building management



has also reported that water does not seem to gravity flow through the system as designed and shown on the providing plumbing plans. This drainage failure will need to be addressed for the system to function properly and may be contributing to the premature failure of pipe clamps and premature aging of the internal piping.

Conclusions

Based on the document review, observations, and discussion points above; there are several items contributing to the water intrusion at this facility. There has been a long history of leak repairs which, based on observations and reported history, have never fully solved the water intrusion. Several issues appear to be due to improper materials and/or improper installation from the time of original construction. Based on the items above, we have the following recommendations:

Leaks at Exterior Windows

1. Wet glazing along exterior windows and replacement of all sealant joints. Joints include metal panels, window mullions, glass-to-mullion joints, and window-to-brick joints. Sealants typically have an expected lifespan of approximately 10-years.

Leaks at Wall Above Roof Transitions

1. Any deficiencies in the brick should be corrected.
2. Replace all sealant joints.
3. Re-open and replace weep honeycomb vents with new stainless-steel versions.
4. Apply a silane water repellent on the exterior brick façade.
5. There is potential for some of the leaks at the wall above roof to also be due to the windows. If leaks persist after repair, repair the leaks at exterior windows similar to above.

Leaks at Roof Top Drainage System

1. Replace original band clamps with minimum 3-band no-hub couplings.
2. Repair corroded pipe as necessary/observed during clamp replacement.
3. If issues persist, repair of the gravity fed drainage slopes may be required. This is likely a very costly repair if the issue is widespread.

Closure

We appreciate the opportunity to be of service to your organization. Please do not hesitate to call or email us if we may be of further assistance in your evaluation and preparation of the referenced project.

Respectfully Submitted,

Handwritten signature of Phillip Pickens in blue ink.

Phillip Pickens, PE, RRC, RRO
PM&A Engineering Services

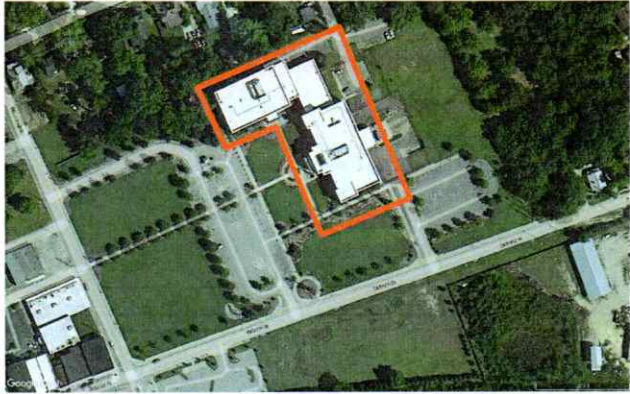
Handwritten signature of Vy Le in blue ink.

Vy Le, EIT
PM&A Engineering Services



ATTACHMENT 2 – PHOTO LOG

ATTACHMENT 2 – PHOTO LOG



1. Aerial View of Facility



2. Overview of Facility. Two 2-story buildings and a connected 1-story breezeway.



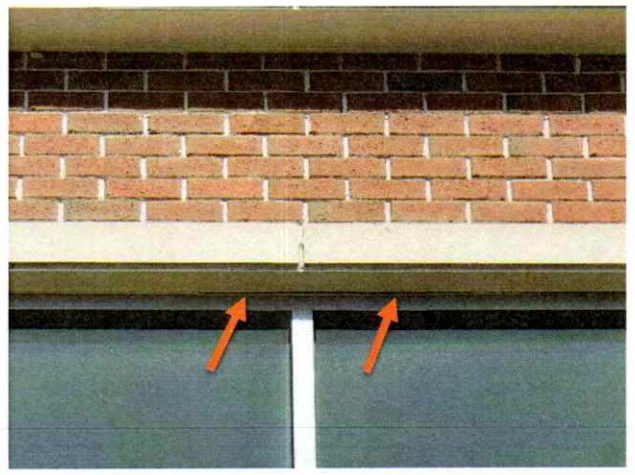
3. West Elevation: Courts Building



4. South Elevation: Administrative Building



5. Window leak location 1 (WL1). East of entrance to the Administrative Building.

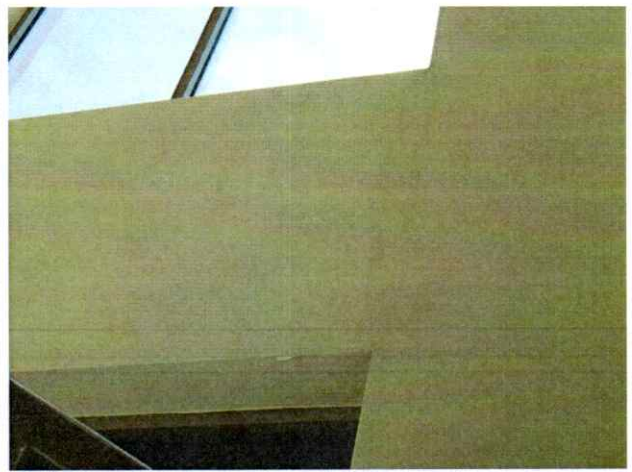


6. Exterior window-to-lintel sealant failure at WL1.

ATTACHMENT 2 – PHOTO LOG



7. Water leak testing revealed water intrusion through window seals at WL1.



8. Water staining at WL1 interior wall.



9. Water staining and peeling paint from long-term water intrusion at WL1 interior wall.



10. Window leak location 2 (WL2). North of entrance to the Courts Building.



11. Water leak testing revealed water intrusion through center mullion at WL2.



12. Water leak testing revealed pooling water at the base of the center mullion at WL2.

ATTACHMENT 2 – PHOTO LOG



13. Water staining at adjacent wall to WL2.



14. Water staining at adjacent wall base to WL2.



15. Reported leaks at roof level windows on the north elevation of the Courts Building (WL3).



16. Typical condition of WL3 windows. Retrofitted weep holes in windowsills.




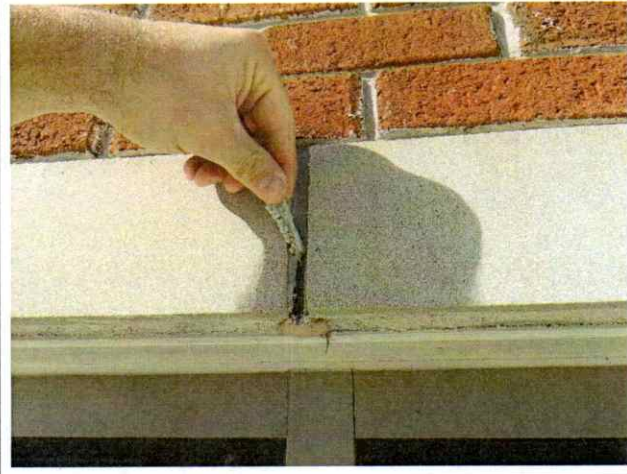




17. Wall above roof transition leak 1 (TL1).


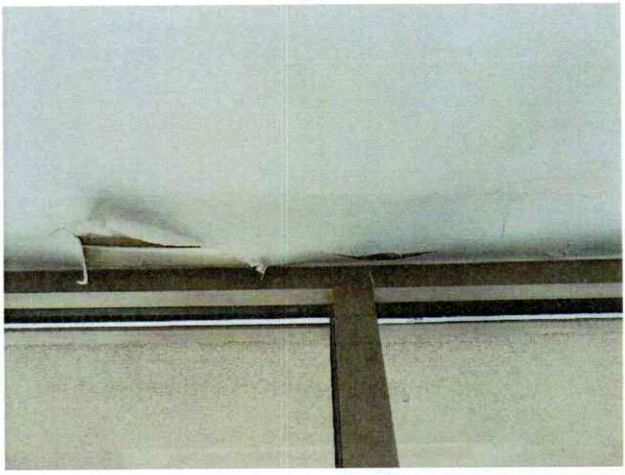






18. Water staining at interior corridor ceiling tiles related to TL1.

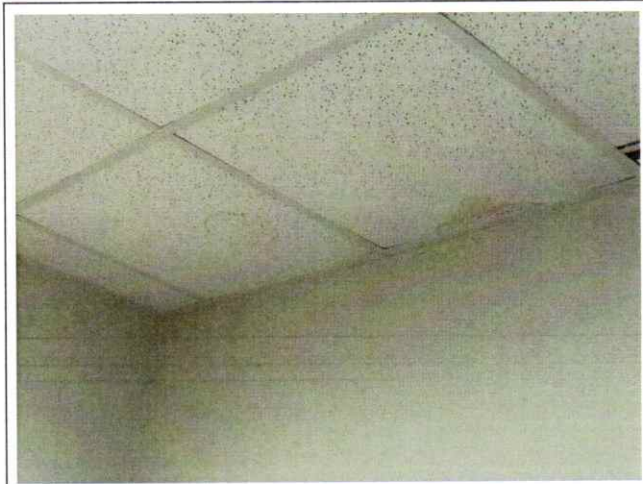
ATTACHMENT 2 – PHOTO LOG

	
<p>19. Open wall section at TL1. Brick façade with mortar and underlying air barrier.</p>	<p>20. Mortar failure and buildup behind brick façade at TL1. Note discontinuous air barrier.</p>
	
<p>21. Through wall flashing deterioration and air barrier failure at TL1.</p>	<p>22. Sealed weep hole with deteriorated corrugated plastic weep material.</p>
	
<p>23. Typical failed sealant and deteriorated plastic weep honeycomb.</p>	<p>24. General construction of wall above roof section.</p>

ATTACHMENT 2 – PHOTO LOG

	
<p>25. Roof-to-wall transition leak 2 (TL2)</p>	<p>26. Signs of water intrusion through ceiling adjacent to exterior window TL2.</p>
	
<p>27. Typical combination roof drain within facility plumbing system.</p>	<p>28. Facility interior piping for drainage plumbing system.</p>
	
<p>29. Series of plumbing leaks (PL1) within Superior Court desk office on the second floor.</p>	<p>30. Series of plumbing leaks (PL1) within Superior Court desk office on the second floor.</p>

ATTACHMENT 2 – PHOTO LOG



31. Series of plumbing leaks (PL1) within Superior Court desk office on the second floor.



32. Series of plumbing leaks (PL2) on the second floor outside the District Attorney's office.



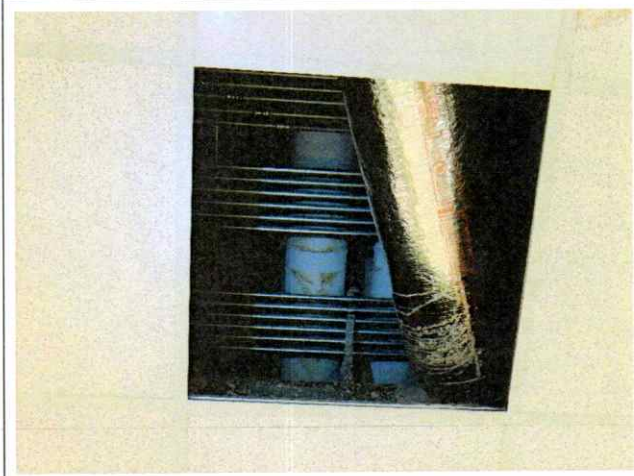
33. Severely corroded drainage pipe with replaced 3-band no-hub coupling related to PL2.



34. Series of plumbing leaks (PL3) within the Records Room on the first floor.


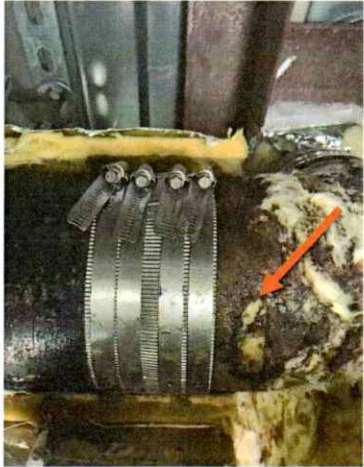


35. Series of plumbing leaks (PL3) within the Records Room on the first floor.




36. Drainage piping above Records Room related to PL3.

ATTACHMENT 2 – PHOTO LOG

	
<p>37. Moderately corroded drainage pipe with replaced no-hub coupling related to PL3.</p>	<p>38. Plumbing leak (PL4) on the first-floor corridor outside of TL1.</p>
	
<p>39. Corroded drainage pipe with material loss. Photo provided by building management.</p>	<p>40. Typical single-band clamp on corroded drainage pipe.</p>

STAFF REPORT

COMMISSIONERS' WORK SESSION: April 3, 2023
COMMISSIONERS' MEETING: April 5, 2023

DATE: March 29, 2023
TO: Board of Commissioners
FROM: David R. Crawley, County Manager 
ISSUE: Discussion Concerning Sweetwater Park Improvements.

BACKGROUND: As directed by the Board, plans have been completed and bid for improvements to Sweetwater Park. Three bids were received and bids were opened March 27th. The lowest responsive and responsible bidder was R.D. Brown Contractors, Inc. with a bid of \$2,105,000.00.

FACTS AND FINDINGS:

1. Plans and specification for the construction of a new concession/scorekeepers building and field lighting improvements were completed and bid.
2. R.D. Brown Contractors, Inc. was the lowest responsive and responsible bidder with a bid of \$2,105,000.00.
3. Total SPLOST VII funds allocated to recreation facility improvements was \$1,500,000.00.

ALTERNATIVES: Staff recommends meeting with the project engineer and determine if the project scope can be reduced to meet the funds available.

FUNDING: Funding is to be provide through SPLOST.

POLICY ANALYSIS: None.

RECOMMENDATION: Staff recommends moving forward with reducing the project scope.

ATTACHMENTS: Bidder selection letter and bid tabulation.



CRANSTON

CranstonEngineering.com

452 Ellis Street Augusta, Georgia 30901
PO Box 2546 Augusta, Georgia 30903
706.722.1588

March 24, 2023

Cranston LLC
452 Ellis Street
Augusta, Georgia 30901

Mr. David Crawley
McDuffie County Manager
210 Railroad Street
Thomson, GA 30824

Dear Mr. Crawley:

Upon review of the bids submitted for the AE for Park Improvements at Sweetwater Park Project, three bidders, Bent Pine Construction Company, Shearer Mutimer Construction, LLC, and R.D. Brown Contractors, Inc were deemed qualified and responsive. The attached Bid Tabulation indicates that R.D. Brown Contractors, Inc is the apparent low bidder with a base bid total of two million one hundred and five thousand dollars (\$2,105,000).

Cranston recommends awarding the project to R.D. Brown Contractors, Inc.

Sincerely,

Lance Cheely, PLA
Landscape Architecture Design
Group Manger
706-840-3076
Lcheely@cranstonengineering.com

AE FOR PARK IMPROVEMENTS AT SWEETWATER PARK

BID TAB

		BENT PINE CONSTRUCTION COMPANY	R.D.BROWN CONTRACTORS,INC	SHEARER MUTIMER CONSTRUCTION, LLC
Lump Sum Construction Fee		PRICE		
ITEM	DESCRIPTION			
1	SCORING TOWER DEMOLITION COMPLETE	\$142,508	\$25,000	\$25,000.00
2	NEW CONCESSION STANDS CONSTRUCTION COMPLETE	\$1,187,569	\$940,000	\$1,150,000.00
3	NEW LIGHTING AND COMMUNICATION UPGRADES	\$1,045,061	\$1,140,000	\$975,000.00
	BID BOND	Y	Y	Y
	ADDENDA	Y	Y	Y
	TOTAL	\$2,375,138	\$2,105,000	\$2,150,000

*Red Item Indicates Contractors Mathematical Error

REQUEST FOR EDUCATION SALARY INCREASE

In accordance with McDuffie County Human Resources Policies, effective 4/2/12, Sub-Section 035.01 authorizes "Education Salary Increases" as follows:

"New hires and existing employees shall be entitled to a salary increase for education degrees. Increases will be awarded based upon the employee provided adequate documentation and the degree being job/field related. Increases will be calculated in the following manner:

Associate's Degree	One (1) Step Increase
BA/BS Degree	Two (2) Step Increase
Master's Degree	Three (3) Step Increase

The information will be approved by the County Manager and Board of Commissioners. All information will be placed in the employee personnel file."

Documentation

- A. Employee name Ralph Purvis Department Fire/EMS
- B. New Hire Existing Employee
- C. Degree received BS - Fire Admin. Date Received 12/20/2022
- D. Is this Degree (course of study) job/field related to this employees current position?
 Yes No

Please briefly describe how related: Degree focuses on the administrative and technical skills behind fire fighting and inspecting.

Review and Approvals

Reviewed by:

Department Head/Constitutional Officer Steph Lerner Date 2-10-2023
 Human Resources Director Bonnie Shampas Date 2/10/2023

Approval by:

Yes No
 County Manager _____ Date _____
 If not approved, why not?

Approved by Board of Commissioners Yes No Date _____
 If not approved, why not?

If approved, this action will result in a _____ step salary increase, according to policy.
 Effective date of salary increase _____.

Columbia Southern University

By Authority of the Board of Trustees and on recommendation
of the Faculty hereby confers upon

Ralph Samuel Purvis

the degree

Bachelor of Science

Fire Administration

Fire Investigation

Magna Cum Laude

With all rights, privileges and honors thereunto appertaining. In Testimony
Whereof, we have affixed our signatures and the Seal of the University.

Given at Orange Beach, Alabama,

this twentieth day of December, two thousand twenty-two.

Kenneth M. Hyman
President



Guy C. Korbanschl
Chairman of the Board of Trustees

REQUEST FOR EDUCATION SALARY INCREASE

In accordance with McDuffie County Human Resources Policies, effective 4/2/12, Sub-Section 035.01 authorizes "Education Salary Increases" as follows:

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The information will be approved by the County Manager and Board of Commissioners. All information will be placed in the employee personnel file."

Documentation

- A. Employee name Melissa Gaynor Department Senior Center
- B. New Hire Existing Employee
- C. Degree received ASSOC. Occ. Science Date Received 12/24/2017
- D. Is this Degree (course of study) job/field related to this employees current position?
 Yes No

Please briefly describe how related: Associate of Occupational science Degree in Business Management is a broad area of study that could lead to a variety of career paths such as technical, medical and business fields.

Review and Approvals

Reviewed by:

Department Head/Constitutional Officer _____ Date _____

Human Resources Director Rene Thomas Date 3/30/2023

Approval by:

Yes No

County Manager _____ Date _____

If not approved, why not?

Approved by Board of Commissioners Yes No Date _____

If not approved, why not?

If approved, this action will result in a _____ step salary increase, according to policy.
Effective date of salary increase _____.

Miller-Motte Technical College

Augusta, Georgia

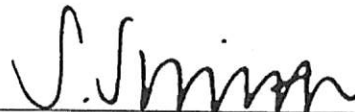
Upon recommendation of the Faculty has conferred upon

Melissa Stone

the Associate of Occupational Science degree in
Business Management

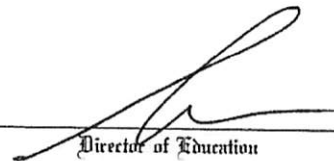
With all rights, benefits and privileges pertaining thereto.

Given at Augusta, Georgia, this twenty-fourth day of December,
Two Thousand and Seventeen.



Campus Director





Director of Education

REQUEST FOR EDUCATION SALARY INCREASE

In accordance with McDuffie County Human Resources Policies, effective 4/2/12, Sub-Section 035.01 authorizes "Education Salary Increases" as follows:

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Associate's Degree	One (1) Step Increase
BA/BS Degree	Two (2) Step Increase
Master's Degree	Three (3) Step Increase

The information will be approved by the County Manager and Board of Commissioners. All information will be placed in the employee personnel file."

Documentation

- A. Employee name Kimberly Usry Department Sheriff's
- B. New Hire Existing Employee
- C. Degree received BS in Criminal Justice Date Received 2/28/2014
- D. Is this Degree (course of study) job/field related to this employees current position?
 Yes No

Please briefly describe how related: Bachelor of Science in Criminal Justice Administration prepares an individual for entry - advanced level position in law enforcement.

Review and Approvals

Reviewed by:

Department Head/Constitutional Officer _____ Date _____

Human Resources Director Renee Thomas Date 3/20/2013

Approval by:

Yes No

County Manager _____ Date _____

If not approved, why not?

Approved by Board of Commissioners Yes No Date _____

If not approved, why not?

If approved, this action will result in a _____ step salary increase, according to policy.
Effective date of salary increase _____.

University of Phoenix

*Upon the recommendation of the Faculty,
University of Phoenix does hereby confer upon*

Kimberly Y Usry

the degree of

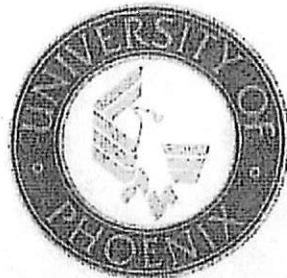
Bachelor of Science in Criminal Justice Administration

with all the rights, honors and privileges thereunto appertaining.

*In witness whereof, the seal of the University and the signatures as authorized
by the Board of Directors, University of Phoenix, are hereunto affixed,
this twenty-eighth day of February, in the year two thousand fourteen.*

Merilee Lewis Engel
Chairman, Board of Directors

John A. Spaulding
Chairman Emeritus



W. R. Bequillo
President