Tuesday, January 6, 2015
MACON-BIBB COMMISSION MEETING SCHEDULE

5:00 P.M. Pre-Commission Meeting (Large Conference Room)
6:00 P.M. Regular Commission Meeting (Commission Chamber)
700 Poplar Street
Macon, GA
Tuesday, January 6, 2015
MACON-BIBB COUNTY PRE-COMMISSION MEETING

5:00 P.M.
Government Center
Large Conference Room
700 Poplar Street
Macon, GA

1. CALL TO ORDER
   A. Mayor Robert A. B. Reichert

2. REVIEW AGENDA FOR TONIGHT'S COMMISSION MEETING

3. NEW BUSINESS
   A. A Resolution authorizing the Mayor to execute a twenty four month lease agreement between Macon-Bibb County and Congressman Sanford Bishop for 1800 square feet of office space located on the third floor of the Government Center Annex for $1,000/month for the purpose of general office use

4. EXECUTIVE SESSION
   A. Discussion or voting on: Entering a contract for the purchase, disposal of, or lease of property as provided in O.C.G.A 50-14-3 (b) (1) (E)

   B. Approval of Minutes from October 7, 2014 Executive Session

5. ADJOURNMENT
Tuesday, January 6, 2015
MACON-BIBB COUNTY PRE-COMMISSION MEETING

1. CALL TO ORDER

Subject: A. Mayor Robert A. B. Reichert
Meeting: Jan 6, 2015 - MACON-BIBB COUNTY PRE-COMMISSION MEETING
Category: 1. CALL TO ORDER
Access: Public
Type: Procedural

2. REVIEW AGENDA ITEMS FOR TONIGHT'S COMMISSION MEETING

3. NEW BUSINESS

Subject: A. A Resolution authorizing the Mayor to execute a twenty four month lease agreement between Macon-Bibb County and Congressman Sanford Bishop for 1800 square feet of office space located on the third floor of the Government Center Annex for $1,000/month for the purpose of general office use
Meeting: Jan 6, 2015 - MACON-BIBB COUNTY PRE-COMMISSION MEETING
Category: 3. NEW BUSINESS
Access: Public
Type: Action
Recommended Action: The Committee of the Whole recommends approval

File Attachments:
Res Lease Aqrnt Sanford Bishop.pdf (1,967 KB)

4. EXECUTIVE SESSION

Subject: A. Discussion or voting on: Entering a contract for the purchase, disposal of, or lease of property as provided in O.C.G.A. 50-14-3 (b) (1)(E)
Meeting: Jan 5, 2015 - MACON-BIBB COUNTY PRE-COMMISSION MEETING
Category: 4. EXECUTIVE SESSION
Access: Public
Type: Action, Discussion

Subject: B. Approval of Minutes from October 7, 2014 Executive Session
Meeting: Jan 6, 2015 - MACON-BIBB COUNTY PRE-COMMISSION MEETING
4. EXECUTIVE SESSION

Access: Public

5. ADJOURNMENT
A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE MAYOR TO EXECUTE A TWENTY FOUR MONTH LEASE AGREEMENT BETWEEN MACON-BIBB COUNTY AND CONGRESSMAN SANFORD BISHOP FOR 1800 SQUARE FEET OF OFFICE SPACE LOCATED ON THE THIRD FLOOR OF THE GOVERNMENT CENTER ANNEX FOR $1,000/MONTH FOR THE PURPOSE OF GENERAL OFFICE USE; AND FOR OTHER PURPOSES.

WHEREAS, Congressman Sanford Bishop has established a local district office in downtown Macon, and.

WHEREAS, the Congressman's Macon district office is in the Government Center Annex; and

WHEREAS, Macon-Bibb County and Congressman Bishop have negotiated a monthly rental rate of one thousand dollars for the office space covered by this lease, and

WHEREAS, the term of this lease will be January 2015 through January 2017, corresponding with Congressman Bishop's current term; and

WHEREAS, the Macon-Bibb County would greatly benefit from the location of Congressman Bishop's local district office in downtown Macon.

NOW, THEREFORE BE IT RESOLVED by the Macon-Bibb County Commission and it is hereby so resolved by the authority of the same that the Mayor is authorized to execute a lease agreement between the Macon-Bibb County and Congressman Sanford Bishop for one thousand eight hundred (1,800) square feet of office space located on the third floor of the Government Center Annex for the purpose of general office use for one thousand dollars per month ($1,000.00/month), said lease to be in substantially the same form as "Exhibit A" attached hereto.

SO RESOLVED this ______ day of ________________, 2015.

______________________________
ROBERT A. B. REICHERT, MAYOR

ATTEST:

______________________________
JEAN HOWARD, CLERK OF COMMISSION
District Office Lease – Instructions

NO LEASE OR ATTACHMENT CAN BE SIGNED BEFORE THEY HAVE BEEN APPROVED BY THE ADMINISTRATIVE COUNSEL.

The term for a District Office Lease for the 114th Congress may not commence prior to January 3, 2015.

Members should endeavor to lease space through the last day of a congressional term rather than the last day of a calendar year. For the 114th Congress, leases should end on January 2, 2017, not December 31, 2016.

A. The preamble has three blank lines to be filled in: (1) Landlord's name; (2) Landlord's address; and (3) Member/Member-Elect's name.

B. Section 1 has three blank lines to be filled in: (1) square footage of the leased office (optional); (2) street address of the leased office; and (3) city, state and ZIP code of the leased office.

C. Section 2 has boxes that can be checked on whether any lease amenities (such as parking, utilities, janitorial services, trash removal, etc.) are included in the lease. Note that this checklist is only for convenience and the listed amenities are not required. Some of the options have a blank line to be filled in to provide additional information about an amenity.

D. Section 3 has two blank lines to be filled in: (1) date lease begins (must be on or after January 3, 2015); and (2) date lease ends (must be on or before January 2, 2017).

E. Section 4 has one blank line for the monthly rent amount (write "zero" if no rent is to be paid).

F. Section 5 has one blank line – the number of days' notice required for either party to terminate the lease before the end of the term. A standard period is 30 days, but any figure is acceptable. If the lease may not be terminated early, enter "N/A" in this blank.

G. Sections 1–9, other than filling in the blanks, may not be altered or deleted.

H. Section 11 has space provided to list any additional lease provisions.

I. Prior to either party signing a lease, the Member/Member-Elect must submit the proposed lease, accompanied by a copy of the District Office Lease Attachment for the 114th Congress, to the Administrative Counsel for review and approval. If the proposed terms and conditions of the lease are determined to be in compliance with applicable law and House Rules and Regulations, the Administrative Counsel will notify the Member/Member-Elect that (s)he may proceed with the signing of the lease. Please submit the proposed lease and District Office Lease Attachment either by e-mail in PDF form (leases@mail.house.gov) or fax (202-225-6999).

J. The Member/Member-Elect is required to personally sign the documents. A signed and dated District Office Lease Attachment must accompany this lease. Once signed by both parties, the Lease and the District Office Lease Attachment must be submitted to the Administrative Counsel for final approval. They may be sent by email in PDF form or faxed to 202-225-6999, but the originals still must be submitted by interoffice mail (217 Ford House Office Building, Washington, D.C. 20515) after emailing or faxing.

K. If approved, Administrative Counsel will send the forms to Finance so that payment can begin. If there are errors on the form, the Member office will be contacted and required to correct them.
U.S. House of Representatives
Washington, D.C. 20515

District Office Lease
(Page 1 of 3 – 114th Congress)

Pursuant to 2 U.S.C.A. § 4313, and the Regulations of the Committee on House Administration (as modified from time to time by Committee Order) relating to office space in home districts, Macon-Bibb County, Georgia, 700 Poplar Street, Macon, GA 31202-0247, and Sanford Bishop, a Member/Member-Elect of the U.S. House of Representatives ("Lessee"), agree as follows:

1. Location. Lessor shall lease to Lessee 1,800 square feet of office space located at Willis C. Hill City Hall Annex, 3rd Floor, Suite #300, 692 Cherry Street

2. Lease Amenities. Note that this checklist is for convenience only and the listed amenities are not required. However, the interior wiring of a CAT 5e or better and broadband internet access to the building will likely expedite the process for the office to be fully operational.

The Lease includes (please check any and complete all that apply):

- Telephone Service Available. (interior wiring CAT 5e or better)
- Broadband Internet Access to Building. (e.g., COMCAST, COX or like provider)
- Parking □3 no. of assigned parking spaces □ no. of unassigned parking spaces
- General off-street parking on an as available basis
- Utilities. Includes:
- Janitorial Services. Frequency:
- Trash Removal. Frequency:
- Carpet Cleaning. Frequency:
- Window Washing. □ Window Treatments.
- Tenant Alterations Included In Rental Rate.
- After Hours Building Access.
- Office Furnishings. Includes:
- Cable TV Accessible. If checked, Included in Rental Rate □ Yes □ No
- Building Manager. □ Onsite □ On Call Contact Name:
- Phone Number:
- Email Address:

3. Term. Lessee shall have and hold the leased premises for the period beginning January 3, 2015 and ending January 2, 2017. The term of this District Office Lease ("Lease") may not exceed two (2) years and may not extend beyond January 2, 2017, which is the end of the constitutional term of the Congress to which the Member is elected.

4. Rent. The monthly rent shall be $1,000.00, and is payable in arrears on or before the last day of each calendar month. Rent payable under this Lease shall be prorated on a daily basis for any fraction of a month of occupancy.
5. **Early Termination.** This Lease may be terminated by either party giving 30 days' prior written notice to the other party. The commencement date of such termination notice shall be the date such notice is delivered or, if mailed, the date such notice is postmarked.

6. **Payments.** During the term of this Lease, rent payments under Section 4 of this Lease shall be remitted to the Lessor by the Chief Administrative Officer of the U.S. House of Representatives (the “CAO”) on behalf of the Lessee.

7. **District Office Lease Attachment for 114th Congress.** The District Office Lease Attachment attached hereto is incorporated herein by reference, and this Lease shall have no force or effect unless and until accompanied by an executed District Office Lease Attachment for the 114th Congress.

8. **Counterparts.** This Lease may be executed in any number of counterparts and by facsimile copy, each of which shall be deemed to be an original but all of which together shall be deemed to be one and the same instrument.

9. **Section Headings.** The section headings of this Lease are for convenience of reference only and shall not be deemed to limit or affect any of the provisions hereof.

10. **Modifications.** Any amendments, additions or modifications to this Lease inconsistent with Sections 1 through 9 above shall have no force or effect to the extent of such inconsistency.

11. **Other.** Additionally, the Lessor and the Lessee agree to the following:

[Signature page follows.]
District Office Lease
(Please 3 of 3 – 114th Congress)

IN WITNESS WHEREOF, the parties have duly executed this District Office Lease as of the later date written below by the Lessor or the Lessee.

ROBERT A. B. REICHERT, MAYOR
Print Name of Lessor/Landlord/Company

By: ________________________________
Lessor Signature

Name: ______________________________
Title: ______________________________

Date: ______________________________

REP. SANFORD BISHOP
Print Name of Lessee

Lessee Signature

Date: ______________________________

This District Office Lease must be accompanied with an executed District Office Lease Attachment.
District Office Lease Attachment - Instructions

The District Office Lease Attachment is a 4-page document that must accompany every Lease or District Office Lease Amendment that is submitted for a Member/Member-Elect's District Office.

NO LEASE, AMENDMENT OR ATTACHMENT CAN BE SIGNED BEFORE THEY HAVE BEEN APPROVED BY THE ADMINISTRATIVE COUNSEL.

The term of a District Office Lease or Amendment for the 114th Congress may not commence prior to January 3, 2015.

Members should endeavor to lease space through the last day of a congressional term rather than the last day of a calendar year. For the 114th Congress, leases should end on January 2, 2017, not December 31, 2016.

Four things are required:
1. the signature of the Landlord and date;
2. the signature of the Member/Member-Elect of Congress and date;
3. contact information for the person in the Member/Member-Elect's office whom we should call if there are any problems or questions (scheduler, etc.); and
4. the signature from the Office of the Administrative Counsel.

A few things to keep in mind:
A. The Member/Member-Elect is required to personally sign the documents.
B. The Attachment SHALL NOT have any provisions deleted or changed.
C. Even if rent is zero, an Attachment is still required.
D. Prior to either party signing a Lease or Amendment, the Member/Member-Elect must submit the proposed Lease or Amendment, accompanied by a copy of the Attachment, to the Administrative Counsel for review and approval. If the Administrative Counsel determines that the proposed terms and conditions of the Lease or Amendment are in compliance with applicable law and House Rules and Regulations, the Administrative Counsel will notify the Member/Member-Elect that (s)he may proceed with the execution of the Lease or Amendment. Please submit the proposed Lease or Amendment and Attachment either by e-mail in PDF form (leases@mail.house.gov) or by fax (202-225-6999).
E. Once signed by both parties, the Lease or Amendment and the Attachment must be submitted to the Administrative Counsel for final approval. The Attachment should be submitted at the same time the Lease or Amendment is sent to the Administrative Counsel. They may be sent by email in PDF form or faxed to (202-225-6999), but the originals still must be submitted by interoffice mail (217 Ford House Office Building, Washington, D.C. 20515) after emailing or faxing.
F. Without a properly signed and submitted Attachment, the Lease or Amendment cannot be approved and payments will not be made. The parties agree that any charges for default, early termination or cancellation of the Lease or Amendment which result from actions taken by or on behalf of the Lessee shall be the sole responsibility of the Lessee, and are not reimbursable from the Member's Representational Allowance.
G. Lessee shall provide a copy of any assignment, estoppel certificate, notice of a bankruptcy or foreclosure, or notice of a sale or transfer of the leased premises to the Administrative Counsel by e-mail in PDF form (leases@mail.house.gov).
District Office Lease Attachment
(Page 1 of 4 – 114th Congress)

1. **Incorporated District Office Lease Attachment.** Lessor (Landlord) and Lessee (Member/Member-Elect of the U.S. House of Representatives) agree that this District Office Lease Attachment (“Attachment”) is incorporated into and made part of the Lease (“Lease”) and, if applicable, District Office Lease Amendment (“Amendment”) to which it is attached.

2. **Performance.** Lessor expressly acknowledges that neither the U.S. House of Representatives (the “House”) nor its Officers are liable for the performance of the Lease. Lessor further expressly acknowledges that payments made by the Chief Administrative Officer of the House (the “CAO”) to Lessor to satisfy Lessee’s rent obligations under the Lease – which payments are made solely on behalf of Lessee in support of his/her official and representational duties as a Member of the House -- shall create no legal obligation or liability on the part of the CAO or the House whatsoever. Lessee shall be solely responsible for the performance of the Lease and Lessor expressly agrees to look solely to Lessee for such performance.

3. **Modifications.** Any amendment to the Lease must be in writing and signed by the Lessor and Lessee. Lessor and Lessee also understand and acknowledge that the Administrative Counsel for the CAO (“Administrative Counsel”) must review and give approval of any amendment to the Lease prior to its execution.

4. **Compliance with House Rules and Regulations.** Lessor and Lessee understand and acknowledge that the Lease shall not be valid, and the CAO will not authorize the disbursement of funds to the Lessor, until the Administrative Counsel has reviewed the Lease to determine that it complies with the Rules of the House and the Regulations of the Committee on House Administration, and approved the Lease by signing on page 4 of this Attachment.

5. **Payments.** The Lease is a fixed term lease with monthly installments for which payment is due in arrears on or before the end of each calendar month. In the event of a payment dispute, Lessor agrees to contact the Office of Finance of the House at 202-225-7474 to attempt to resolve the dispute before contacting Lessee.

6. **Void Provisions.** Any provision in the Lease purporting to require the payment of a security deposit shall have no force or effect. Furthermore, any provision in the Lease purporting to vary the dollar amount of the rent specified in the Lease by any cost of living clause, operating expense clause, pro rata expense clause, escalation clause, or any other adjustment or measure during the term of the Lease shall have no force or effect.

7. **Certain Charges.** The parties agree that any charge for default, early termination or cancellation of the Lease which results from actions taken by or on behalf of the Lessee shall be the sole responsibility of the Lessee, and shall not be paid by the CAO on behalf of the Lessee.

8. **Death, Resignation or Removal.** In the event Lessee dies, resigns or is removed from office during the term of the Lease, the Clerk of the House may, at his or her sole option, either: (a) terminate the Lease by giving thirty (30) days’ prior written notice to Lessor; or (b) assume the obligation of the Lease and continue to occupy the premises for a period not to exceed sixty (60) days following the certification of the election of the Lessee’s successor. In the event the Clerk elects to terminate the Lease, the commencement date of such thirty (30) day termination notice shall be the date such notice is delivered to the Lessor or, if mailed, the date on which such notice is postmarked.
Term. The term of the Lease may not exceed the constitutional term of the Congress to which the Lessee has been elected. The Lease may be signed by the Member-Elect before taking office. Should the Member-Elect not take office to serve as a Member of the 114th Congress, the Lease will be considered null and void.

10. Early Termination. If either Lessor or Lessee terminates the Lease under the terms of the Lease, the terminating party agrees to promptly file a copy of any termination notice with the Office of Finance, U.S. House of Representatives, B-245 Longworth House Office Building, Washington, D.C. 20515, and with the Administrative Counsel by e-mail at leases@mail.house.gov.

11. Assignments. Lessor shall not have the right to assign (by operation of law or otherwise) any of its rights, interests and obligations under the Lease, in whole or in part, without providing thirty (30) days prior written notice to Lessee, and any such purported assignment without such notice shall be void. Lessor shall promptly file a copy of any such assignment notice with the Administrative Counsel by e-mail at leases@mail.house.gov.

12. Sale or Transfer of Leased Premises. Lessor shall provide thirty (30) days prior written notice to Lessee in the event (a) of any sale to a third party of any part of the leased premises, or (b) Lessor transfers or otherwise disposes of any of the leased premises, and provide documentation evidencing such sale or transfer in such notice. Lessor shall promptly file a copy of any such sale or transfer notice with the Administrative Counsel by e-mail at leases@mail.house.gov.

13. Bankruptcy and Foreclosure. In the event (a) Lessor is placed in bankruptcy proceedings (whether voluntarily or involuntarily), (b) the leased premises is foreclosed upon, or (c) of any similar occurrence, Lessor agrees to promptly notify Lessee in writing. Lessor shall promptly file a copy of any such notice with the Office of Finance, U.S. House of Representatives, B-245 Longworth House Office Building, Washington, D.C. 20515, and with the Administrative Counsel by e-mail at leases@mail.house.gov.

14. Estoppel Certificates. Lessee agrees to sign an estoppel certificate relating to the leased premises (usually used in instances when the Lessor is selling or refinancing the building) upon the request of the Lessor. Such an estoppel certificate shall require the review of the Administrative Counsel, prior to Lessee signing the estoppel certificate. Lessor shall promptly provide a copy of any such estoppel certificate to the Administrative Counsel by e-mail at leases@mail.house.gov.

15. Maintenance of Common Areas. Lessor agrees to maintain in good order, at its sole expense, all public and common areas of the building including, but not limited to, all sidewalks, parking areas, lobbies, elevators, escalators, entryways, exits, alleys and other like areas.

16. Maintenance of Structural Components. Lessor also agrees to maintain in good order, repair or replace as needed, at its sole expense, all structural and other components of the premises including, but not limited to, roofs, ceilings, walls (interior and exterior), floors, windows, doors, foundations, fixtures, and all mechanical, plumbing, electrical and air conditioning/heating systems or equipment (including window air conditioning units provided by the Lessor) serving the premises.
17. **Lessor Liability for Failure to Maintain.** Lessor shall be liable for any damage, either to persons or property, sustained by Lessee or any of his or her employees or guests, caused by Lessor’s failure to fulfill its obligations under Sections 15 and 16.

18. **Initial Alterations.** Lessor shall make any initial alterations to the leased premises, as requested by Lessee and subject to Lessor’s consent, which shall not be unreasonably withheld. The cost of such initial alterations shall be included in the annual rental rate.

19. **Federal Tort Claims Act.** Lessor agrees that the Federal Tort Claims Act, 28 U.S.C. §§ 2671-80, satisfies any and all obligations on the part of the Lessee to purchase private liability insurance. Lessee shall not be required to provide any certificates of insurance to Lessor.

20. **Limitation of Liability.** Lessor agrees that neither Lessee nor the House nor any of the House’s officers or employees will indemnify or hold harmless Lessor against any liability of Lessor to any third party that may arise during or as a result of the Lease or Lessee’s tenancy.

21. **Compliance with Laws.** Lessor shall be solely responsible for complying with all applicable permitting and zoning ordinances or requirements, and with all local and state building codes, safety codes and handicap accessibility codes (including the Americans with Disabilities Act), both in the common areas of the building and the leased space of the Lessee.

22. **Electronic Funds Transfer.** Lessor agrees to accept monthly rent payments by Electronic Funds Transfer and agrees to provide the Office of Finance, U.S. House of Representatives, with all banking information necessary to facilitate such payments.

23. **Refunds.** Lessor shall promptly refund to the CAO, without formal demand, any payment made to the Lessor by the CAO for any period for which rent is not owed because the Lease has ended or been terminated.

24. **Conflict.** Should any provision of this Attachment be inconsistent with any provision of the attached Lease or attached Amendment, the provisions of this Attachment shall control, and those inconsistent provisions of the Lease or the Amendment shall have no force and effect to the extent of such inconsistency.

25. **Construction.** Unless the clear meaning requires otherwise, words of feminine, masculine or neuter gender include all other genders and, wherever appropriate, words in the singular include the plural and vice versa.

26. **Fair Market Value.** The Lease or Amendment is entered into at fair market value as the result of a bona fide, arms-length, marketplace transaction. The Lessor and Lessee certify that the parties are not relatives nor have had, or continue to have, a professional or legal relationship (except as a landlord and tenant).

27. **District Certification.** The Lessee certifies that the office space that is the subject of the Lease is located within the district the Lessee was elected to represent unless otherwise authorized by Regulations of the Committee on House Administration.
District Office Lease Attachment
(Page 4 of 4 – 114th Congress)

28. **Counterparts.** This Attachment may be executed in any number of counterparts and by facsimile copy, each of which shall be deemed to be an original but all of which together shall be deemed to be one and the same instrument.

29. **Section Headings.** The section headings of this Attachment are for convenience of reference only and shall not be deemed to limit or affect any of the provisions hereof.

IN WITNESS WHEREOF, the parties have duly executed this District Office Lease Attachment as of the later date written below by the Lessor or the Lessee.

ROBERT A. B. REICHERT, MAOR
Print Name of Lessor/Landlord

By:

Lessor Signature
Name:
Title:

Date

REP. SANFORD BISHOP
Print Name of Lessee

Lessee Signature

Date

From the Member’s Office, who is the point of contact for questions?
Name ____________________________ Phone (____) ____________ E-mail ____________________________ @mail.house.gov

This District Office Lease Attachment and the attached Lease or Amendment have been reviewed and are approved, pursuant to Regulations of the Committee on House Administration.

Signed ____________________________ Date ____________
(Administrative Counsel)

Send completed forms to: Administrative Counsel, 217 Ford House Office Building, Washington, D.C. 20515. Copies may also be faxed to 202-225-6999.
**U.S. House of Representatives**

**Substitute W-9 and ACH Vendor/Miscellaneous Payment Enrollment Form**

Internal Revenue Code 6109, 31 U.S.C. 3322, 31 CFR 210 and the 1996 Debt Collection Improvement Act require all entities that do business with the United States Government to provide a Tax Identification Number (TIN) and Electronic Funds Transfer (EFT) information for payment. PL 93-579 protects your privacy and mandates that the information never be published or used for any other purpose than to pay you. Please complete all sections below, sign and return via the email or fax number listed.

**RETURN FORM TO:** VendorEFT@mail.house.gov  
**FAX NUMBER:** (202) 225-6814

**SECTION I**  
**UNITED STATES HOUSE OF REPRESENTATIVES INFORMATION**

| ADDRESS | US HOUSE OF REPRESENTATIVES - ACCOUNTING, 3110 O'NEILL FEDERAL BUILDING, WASHINGTON, DC 20515 |
| AGENCY IDENTIFIER | 53-6982523 |
| AGENCY LOCATION CODE | 4632 |
| TELEPHONE NUMBER | (202) 225-2277 |

**SECTION II**  
**PAYEE/COMPANY INFORMATION**

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<th>NAME (AS SHOWN ON YOUR INCOME TAX RETURN)</th>
<th>CHECK APPROPRIATE BOX FOR FEDERAL TAX CLASSIFICATION (required)</th>
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<td>Individual Sole Proprietor</td>
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<td>C Corporation</td>
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<td></td>
<td>S Corporation</td>
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<td>Partnership</td>
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<td>Trust/ESTATE</td>
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| TYPE OF TAX IDENTIFICATION NUMBER | ENTER TAX IDENTIFICATION NUMBER |
| SOCIAL SECURITY NUMBER | PIN |
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<td>FAX NUMBER</td>
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**SECTION III**  
**FINANCIAL INSTITUTION INFORMATION**

| BANK NAME (Branch City, State) |
| ACH COORDINATOR NAME |
| TELEPHONE NUMBER |
| ACH PROFICIENT ROUTING TRANSIT NUMBER |
| DEPOSITORY ACCOUNT TITLE |
| DEPOSITORY ACCOUNT NUMBER | LOCKBOX NUMBER |

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**SECTION IV**  
**SOCIO-ECONOMIC INFORMATION**

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<td>HubZone Program</td>
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<td>Emerging Small Businesses</td>
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<td>Women Business Enterprises</td>
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<td>Veteran Owned Status</td>
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<td>Serv-Disabled Vet Other Bus</td>
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<td>Serv-Disabled Vet Owned Sb</td>
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<td>Vet-Owned Other Bus</td>
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<table>
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<th>Size of Business</th>
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**SECTION V**  
**CERTIFICATION OF DATA BY PAYEE/COMPANY**

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<th>NAME</th>
<th>SIGNATURE</th>
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| TITLE/POSITION | DATE |

| TELEPHONE NUMBER |
Instructions for Completing
U.S. House of Representatives
Substitute W-9 and ACH Vendor/Miscellaneous Payment Enrollment Form

Section I - Agency Information — Includes the name and address, agency identifier, agency location code and telephone number for the House of Representatives.

Section II - Payee/Company Information — Print or type the name of the payee/company and address that will receive payment, social security or taxpayer ID number, contact person name, telephone number and email of the payee/company. Print or type the purchase order and remit to addresses if different from the payee/company address. Check the appropriate boxes for federal tax classification.

Section III - Financial Institution Information — Print or type the name and address of the payee/company’s financial institution who will receive the ACH payment, ACH coordinator name and telephone number, nine-digit routing transit number, depositor (payee/company) account title and account number. Check the appropriate box for type of account. Payee/Company may include a voided check with this form.

ACH Account Information Located on a Check or Deposit Ticket

FINANCIAL INSTITUTION NAME
name of the financial institution to which the payments are to be directed

ROUTING TRANSIT NUMBER (RTN) financial institution’s 9 digit routing transit number; found on the bottom of a check or deposit ticket or from your Financial Institution

ACCOUNT TITLE employee’s or vendor’s name on the account

ACCOUNT NUMBER account number at the financial institution

1. Routing Transit Number (RTN) — nine digits located between two symbols. This number identifies the bank holding your account and check processing center.

2. Account number — this is your complete account number. Your account number can be up to 17 digits. Please include leading zeros.

3. ACH Routing Transit Number — Automated Clearing House routing number, use this number for your Routing Transit Number (RTN) if you bank with SunTrust Bank.

4. Check number — This information is not necessary - do not provide

Section IV - Socio-Economic Information — Check the boxes for each category, if applicable: type of business, small disadvantaged business program, HUBZone program, emerging small business, women-owned business, other preference programs, Veteran owned status and size of business. Detailed information related to Small Business programs can be found at http://www.sba.gov/.

Section V - Certification of Data By Payee/Company — Print or type the name, title/position and phone number of the Authorized official. The Authorized official must sign and date the form.
Tuesday, January 6, 2015  
MACON-BIBB COUNTY REGULAR COMMISSION MEETING

6:00 P.M.  
Commission Chamber  
Government Center  
700 Poplar Street  
Macon, GA

1. CALL TO ORDER

Subject: A. Mayor Robert A. B. Reichert
Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category: 1. CALL TO ORDER
Access: Public
Type: Procedural

( )

**PRAYER**

**3. PLEDGE OF ALLEGIANCE**

Subject: A. Led by GCAP Students Grace Nguyen (Central High School) and Malik Thomas (Howard High School)
Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category: 3. PLEDGE OF ALLEGIANCE
Access: Public
Type: Recognition

4. APPROVAL OF MINUTES

Subject: A. Pre-Commission Meeting on December 16, 2014
Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category: 4. APPROVAL OF MINUTES
Access: Public
Type: Action
Recommended Action: Approval

File Attachments
12-16-2014 Pre Commission Meeting.pdf (209 KB)
5. INVITED GUESTS

6. PUBLIC COMMENTS ON AGENDA ITEMS

7. REPORTS FROM COMMITTEES

Subject A. Operation and Finance
Meeting Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category 7. REPORTS FROM COMMITTEES
Access Public
Type Report

Subject B. Economic and Community Development
Meeting Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category 7. REPORTS FROM COMMITTEES
Access Public
Type Report

Subject C. Public Safety
Meeting Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category 7. REPORTS FROM COMMITTEES
Access Public
Type Report

Subject D. Facilities and Engineering
Meeting Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category 7. REPORTS FROM COMMITTEES
Access Public
Type Report

8. CONSENT AGENDA
Subject: A. New Alcoholic Beverage License for Zebulon 6451 Inc, d/b/a Sunoco Food Mart located at 6451 Zebulon Road
Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category: 8. CONSENT AGENDA
Access: Public
Type: Action (Consent)
Recommended Action: Commission Approval

File Attachments
A. Consent Agenda - Zebulon 6451, Inc..pdf (261 KB)

Subject: B. New Alcoholic Beverage License for Macon TMP (Hartley Bridge Chevron) located at 5631 Houston Road
Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category: 8. CONSENT AGENDA
Access: Public
Type: Action (Consent)
Recommended Action: Commission Approval

File Attachments
B. Consent Agenda - Macon TMP.pdf (233 KB)

Subject: C. New Alcoholic Beverage License for Growler Spot located at 3841 Northside Drive
Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category: 8. CONSENT AGENDA
Access: Public
Type: Action (Consent)
Recommended Action: Commission Approval

File Attachments
C. Consent Agenda - Growler Spot.pdf (325 KB)

C. OLD BUSINESS

Subject: A. An Ordinance to appropriate $6,000 ($1,000 per month for 6 months) to supplement various operational needs of Fort Hawkins and $1,000 in support of the Martin Luther King, Jr. Commission for a total of $7,000
Subject: B. A Resolution authorizing the Mayor to execute an agreement in the amount of $79,923.50 with Northeast Concrete Co., Inc. for the paving of Liberty Church Road, the paving of Sofkee Road, and for the installation of sidewalks near Graham Road

Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category: 9. OLD BUSINESS
Access: Public
Type: Action
Recommended Action: The Operations and Finance Committee recommends approval.

File Attachments:
- Committee Amendment Fort Hawkins $6000 00.pdf (95 KB)

Subject: C. A Resolution to execute a project change request between Macon-Bibb County and Mainline Information Systems, Inc. for $99,000 for additional consulting and support services to the Information Technology Department

Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category: 9. OLD BUSINESS
Access: Public
Type: Action
Recommended Action: The Operations and Finance Committee recommends approval.

File Attachments:
- 12-23-2014 - Res Agrmt with Northeast Concrete $79923.50.pdf (515 KB)

Subject: D. An Ordinance amending Chapter 4 Alcoholic Beverages of the County Code of Ordinances to make distance requirements for the sale of wine and malt beverages near churches consistent with State Law

Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Subject: E. Approval of Retirements: Carl Hart - Law Enforcement (36 yrs. 2 mos.) Elizabeth Jordan - General (30 yrs. 11 mos.) Ronnie Lord - General (12 yrs. 11 mos.) Jane Reeves - Magistrate Court (25 yrs. 11 mos.) Charles Sanfarrare - Law Enforcement (20 yrs. 8 mos.) William Simpson - Information Technology (39 yrs. 5 mos.) Franklin Thomas - Law Enforcement (26 yrs. 5 mos.) John Daniel Thompson - General (13 yrs. 7 mos.) Shelia Thurmond - Clerk’s Office (32 yrs. 5 mos.) Belgica Wall - Human Resources (11 yrs. 11 mos.)

Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category: 9. OLD BUSINESS
Access: Public
Type: Action
Recommended Action: The Operations and Finance Committee recommends approval.

File Attachments:
12-23-2014 - Ord Amending Chap 4 Alcoholic Bev Code.pdf (520 KB)

Subject: F. A Resolution authorizing the acceptance of the Hazard Mitigation Assistance Grant Award in the amount of $24,000 with a Federal share of $18,000 and Local (In-Kind) match of $6,000 from the Federal Emergency Management Agency

Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category: 9. OLD BUSINESS
Access: Public
Type: Action
Recommended Action: The Operations and Finance Committee recommends approval.

File Attachments:
12-23-2014 - Acceptance of Hazard Mitigation Assistance Grant Award.pdf (537 KB)

Subject: G. A Resolution authorizing the acceptance of the State of Georgia Accountability Courts Funding Supplemental Grant Award in the amount of $18,811 with a State share of $16,930 and Local (In-Kind) match of $1,881 from the Criminal Justice Coordinating Council

Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category: 9. OLD BUSINESS
Subject: H. A Resolution to re-appoint Commissioner Gary Bechtel and Gene Dunwody, Sr. to the Macon Economic Development Commission

Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category: 9. OLD BUSINESS
Access: Public
Type: Action
Recommended Action: The Economic and Community Development Committee recommends approval.

File Attachments:
12-23-2014 - Acceptance of Accountability Courts Funding Supplemental Grant Award.pdf (519 KB)

Subject: I. A Resolution to re-appoint Violet Poe to the Macon-Bibb County Transit Authority

Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category: 9. OLD BUSINESS
Access: Public
Type: Action
Recommended Action: The Economic and Community Development Committee recommends approval.

File Attachments:
12-23-2014 - Res Reappoint Ms Poe to MTA.pdf (441 KB)

Subject: J. A Resolution to appoint Tom Sands and to re-appoint Gene Dunwody, Jr. to the Macon-Bibb County Urban Development Authority

Meeting: Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING
Category: 9. OLD BUSINESS
Access: Public
Type: Action
Recommended Action: The Economic and Community Development Committee recommends approval.
Subject  K. A Resolution to require the named licensee of the Wings Cafe at 2822 Bloomfield Drive to appear before the Macon-Bibb County Municipal Court for violation of SEC. 4-53 of the Inaugural Code of Ordinances for Macon-Bibb County; to determine whether to suspend or revoke any alcoholic beverage license issued to said location

Meeting  Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING

Category  9. OLD BUSINESS

Access  Public

Type  Action

Recommended Action  The Public Safety Committee recommends approval.

File Attachments
12-23-2014 - Wings Cafe Alcohol License.pdf (1,042 KB)

Subject  L. A Resolution authorizing the Mayor to execute a twenty four month lease agreement between Macon-Bibb County and Congressman Sanford Bishop for 1800 square feet of office space located on the third floor of the Government Center Annex for $1,000/month for the purpose of general office use

Meeting  Jan 6, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING

Category  9. OLD BUSINESS

Access  Public

Type  Action

Recommended Action  Ratify action of the Committee of the Whole

File Attachments
Res Lease Aqrmnt Sanford Bishop.pdf (1,967 KB)

10. NEW BUSINESS
11. GENERAL PUBLIC COMMENTS
12. ADJOURNMENT
MINUTES OF PRE-COMMISSION MEETING
MACON-BIBB COUNTY COMMISSION
December 16, 2014 – 5:00 P.M.
Government Center
(Large Conference Room)

The Pre-Commission meeting of the Macon-Bibb County Commission was held on December 16, 2014 at 5:00 P.M. in the Large Conference Room at Government Center.

Commission Members Present

Mayor Robert A.B. Reichert
Mayor Pro Tem Bert Bivins, III
Commissioner Gary Bechtel
Commissioner Larry Schlesinger
Commissioner Elaine Lucas
Commissioner Mallory Jones, III
Commissioner Ed DeFore
Commissioner Scotty Shepherd
Commissioner Virgil Watkins, Jr.
Commissioner Al Tillman

Staff Present

Dale Walker – County Manager
Judd Drake – County Attorney
Crystal Jones – Senior Assistant County Attorney
Reggie McClendon – Assistant County Attorney
Sheila Thurmond – Clerk of Commission
Charles Coney – Assistant County Manager (Operations)
Steve Layson – Assistant County Manager (Infrastructure)
Chris Floore – Assistant to County Manager – Public Affairs
Jean S. Howard – Assistant Clerk of Commission

News Media Present

Jim Gaines – The Telegraph
Kristin Swilley – 13 WMAZ
Malcolm Johnson – 41 WMGT

Visitors Present

Erica Woodford, Clerk of Superior Court
Brittany Childs – Industrial Authority

The meeting was called to order by Mayor Robert A. B. Reichert.

Mayor Reichert reviewed the Agenda items for tonight's Regular Commission Meeting and stated there were a couple of proposed changes to tonight's agenda.

AGENDA ITEMS
PRAYER

A. Pastor Larry Dunning – Pentecostal Temple

PLEDGE OF ALLEGIANCE

GCAP Students, Anthony Haugabrook (Rutland High School) and Malik Thomas (Howard High School)

APPROVAL OF MINUTES

A. Special Called Pre-Commission Meeting on December 9, 2014
B. Special Called Regular Commission Meeting on December 9, 2014

INVITED GUESTS

Pastor Larry Dunning, Pentecostal Temple

Mayor Reichert stated that today's Inaugural Holiday Reception was a grand success and thanked all Commissioners for their presence. He further stated the approximately 200-300 people in attendance appeared to be pleased and enjoyed themselves. He asked Commissioners if they wanted to do it again next year, and suggested the 3rd Tuesday (December 15, 2015) for their consideration. He also requested their thoughts/ideas on the time, guest list, and how to improve on the event.

Mayor Reichert asked Steve Layson, Assistant County Manager - Infrastructure, to provide information on the request by Mr. Johnny James for rental of the Ed DeFore Sports Complex, which rents for $4,650.00, for an All Star Football game. Mr. Layson stated Mr. James had paid the required deposit, but had not provided the liability insurance. Mayor Reichert stated Mr. James would be welcome to speak on his proposal during the Public Comments period at tonight's meeting.

PUBLIC COMMENTS ON AGENDA ITEMS

REPORTS FROM COMMITTEES

Mayor Reichert reminded Committee Chairs to give their Committee reports.

A. Operations and Finance Committee
B. Economic and Community Development Committee
C. Public Safety Committee – No Report
D. Facilities and Engineering Committee

CONSENT AGENDA
OLD BUSINESS

A. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and the Clerk of Superior Court to create a Superior Court Technology Fund

B. Resolution authorizing the Mayor to execute an agreement to sell the alleyway located between Sherwood Drive and Mercer University Drive consisting of 4,950 square feet to the adjoining owner for no less than fair market value of $29,700.00; authorizing the Mayor to execute a quit claim deed and any other necessary documents to effect the sale of said property

C. Resolution authorizing the Mayor to execute an agreement with Quality Traffic Systems for the purchase of traffic signal control cabinets for use by the Facilities Management Department

D. Resolution authorizing the Mayor to execute an agreement with Technology International, Inc. for the purchase of heating, ventilation, and air conditioning units for the Sears building

E. Resolution authorizing the Mayor to execute an agreement with Stafford Builders & Consultants, Inc. in the amount of $354,002.00 for renovation of the Middle Georgia Regional Commission, in form to be approved by the County Attorney's Office

F. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and Advanced Disposal Services Macon, LLC to extend the current agreement to provide residential solid waste and recyclable materials collection and disposal services in Macon-Bibb County for a period of 30 months, in form to be approved by the County Attorney's Office

G. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and WMA Architects/Planners, Inc. for $93,330.00 for architectural services at the Frank Johnson Community Center, with funding from SPLOST

H. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and Vaughn and Melton Consulting Engineers, Inc. for $27,000.00 for architectural services at Central City Park, with funding from SPLOST

I. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and WMA Architects/Planners, Inc. for $159,395.00 for architectural services at Memorial Park Community Center, with funding from SPLOST

J. Resolution authorizing the Mayor to execute an agreement with Stafford Builders and Consultants, Inc. in the amount of $993,550.00 for John Drew Smith Tennis Center construction, in form to be approved by the County Attorney's Office, with funding from SPLOST

December 16, 2014
K. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and WMA Architects/Planners, Inc. for $261,770.00 for architectural services at the Rosa Jackson Community Center, with funding from SPLOST

L. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and Sizemore Group, LLC for $170,365.00 for architectural services at the Gilead-Bloomfield Complex in Macon-Bibb County, with funding from SPLOST

M. Ordinance to appropriate $76,075.00 from the Commissary Fund to the Sheriff’s Office for purchase of Air Handlers for the Law Enforcement Center

N. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and Vaughn & Mellon Consulting Engineers, Inc. for $483,000.00 for architectural services for the Sub-South Mega-Center Outdoor Recreation Complex in Macon-Bibb County to be paid from SPLOST funds

O. Resolution endorsing the creation of a 501(c)(3) Non-Profit Corporation to replace the existing Sister Cities Commission for the purpose of fundraising for and supporting Sister Cities activities in Macon-Bibb County and authorizing the County Attorney’s Office to assist in the establishment of said Non-Profit Corporation

P. Resolution endorsing the creation of a 501(c)(3) Non-Profit Organization to replace the existing Fort Hawkins Commission and authorizing the County Attorney’s Office to assist in the establishment of said Non-Profit Corporation

Q. Resolution to rename the gymnasium located at the Rosa Jackson Center in honor of Delores A. Brooks

R. Resolution to approve the placement of a fountain in Tattnall Square Park by Friends of Tattnall Square Park and to authorize the Mayor to execute an agreement for Mercer University to pay the annual maintenance costs for the fountain

S. Resolution of the Macon-Bibb County Commission to approve the selection of the Bloomfield Center property as the location for the new Macon-Bibb County Senior Center

**NEW BUSINESS**

A. Resolution to reappoint Violet Poe to the Macon-Bibb County Transit Authority

   Refer To: Economic and Community Development Committee

B. Resolution to reappoint Commissioner Gary Bechtel and Gene Dunwody, Sr. to the Macon Economic Development Commission

   Refer To: Economic and Community Development Committee
C. Resolution to appoint Tom Sands and to reappoint Gene Dunwody, Jr. to the Macon-Bibb County Urban Development Authority

Refer To: Economic and Community Development Committee

D. Resolution to authorize the Mayor to execute a project change request between Macon-Bibb County and Mainline Information Systems, Inc. for $99,000.00 for additional consulting and support services to the Information Technology Department to be paid from the departmental budget

Refer To: Operations and Finance Committee

E. Resolution to approve the placement of a fountain in Tattnall Square Park by Friends of Tattnall Square Park and to authorize the Mayor to execute an agreement for Mercer University to pay the annual maintenance costs for the fountain

Mayor Reichert stated this item had been discussed in Committee last week and asked if a motion was in order to place under Old Business for action. Judd Drake, County Attorney, stated the Resolution had been prepared and forwarded to its sponsors, Commissioner Watkins and Schlesinger, for review. He added the Resolution also authorized him to sign an agreement with Mercer for the maintenance of the fountain.

ACTION:

On motion of Commissioner Ed DeFore, seconded by Commissioner Larry Schlesinger, and carried unanimously, the Resolution was approved for consideration at tonight’s Regular Commission meeting as item R under Old Business.


F. Resolution of the Macon-Bibb County Commission to approve the selection of the Bloomfield Center property as the location for the new Macon-Bibb County Senior Center

ACTION:

On motion of Commissioner Ed DeFore, seconded by Commissioner Larry Schlesinger, and carried unanimously, the Resolution was approved for consideration at tonight’s Regular Commission meeting as item S under Old Business.

G. Resolution to authorize the Mayor to execute an agreement in the amount of $79,923.50 with Northeast Concrete Co., Inc. for the paving of Liberty Church Road, the paving of Sofkee Road, and for the installation of sidewalks near Graham Road

Refer To: Operations and Finance Committee

H. Ordinance to appropriate $6,000.00 ($1,000.00 per month for 6 months) from Fund Balance to supplement various operational needs of Fort Hawkins

Refer To: Operations and Finance Committee

Commissioner Watkins stated the Resolution requiring the licensee of the Wings Café to appear before the Municipal Court Judge to determine whether to suspend or revoke any alcoholic beverage license issued in response to the number of violent incidents and deaths at the Wings Café, inclusive of the two recent deaths and injuries at the club, be added to the agenda for action. He further stated his proposal was in accordance with laws already on the books and that may need to be enhanced to curb violence.

Commissioner Lucas stated that before any action is taken on the Wings Café that it be thoroughly discussed in Committee and that public hearings be held to get input from the victims’ families, club owners, law enforcement, as well as the general public regarding safety and security concerns.

I. Resolution to require the named licensee of the Wings Café at 2822 Bloomfield Drive to appear before the Macon-Bibb County Municipal Court for violation of SEC. 4-53 of the Inaugural Code of Ordinances

ACTION:

On motion of Commissioner Virgil Watkins, Jr., seconded by Commissioner Al Tillman, and carried unanimously, the Resolution was approved for addition to the agenda for consideration as item G under New Business at tonight’s Commission meeting.


Refer to: Public Safety Committee

ADJOURNMENT

There being no further business and on motion duly made and seconded, the meeting was adjourned at 5:36 P.M.

Shelia Thurmond, CCC
Clerk of Commission

December 16, 2014
MINUTES OF REGULAR COMMISSION MEETING
MACON-BIBB COUNTY COMMISSION
December 16, 2014 – 6:00 P.M.
Government Center
(Commission Chamber)

The Regular Commission meeting of the Macon-Bibb County Commission was held on December 16, 2014 at 6:00 P.M. in the Commission Chamber at Government Center.

Commission Members Present:
Mayor Robert A.B. Reichert  Commissioner Mallory Jones, III
Mayor Pro Tem Bert Bivins, III  Commissioner Ed DeFore
Commissioner Gary Bechtel  Commissioner Scotty Shepherd
Commissioner Larry Schlesinger  Commissioner Virgil Watkins, Jr.
Commissioner Elaine Lucas  Commissioner Al Tillman

Staff Present:
Dale Walker – County Manager  Sheila Thurmond – Clerk of Commission
Judd Drake – County Attorney  Steve Layson – Asst. Co. Mgr – Infrastructure
Ople Bowen – Asst. County Attorney  Kevin Barkley – Director of Solid Waste
Reggie McClendon – Asst. County Attorney  Jean S. Howard – Asst. Clerk of Commission
Chris Floore – Assistant to County Manager  Trae McCombs – Public Affairs
Kevin Barrere – Public Affairs

Guests in Attendance
Erica Woodford, Superior Court Clerk  News Media Present
Dr. Henry Ficklin  Jim Gaines – The Telegraph
Lucille Clark  Kristen Swilley – 13 WMAZ
Macon-Bibb County GCAPS Students:  Malcolm Johnson – 41 WMGT
Cecilia Fuentes  Ron Wildman – 58 WPGA
Anthony Haugabrook
Youth of Pentecostal Temple
Shanta Gilmore

CALL TO ORDER

The meeting was called to order by Mayor Robert A. B. Reichert.
PRAYER

The prayer was rendered by Pastor Larry Dunning of Pentecostal Temple and Macon-Bibb County employee in the Public Works Department.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by GCAPS students Cecilia Fuentes of Howard High School and Anthony Haugabrook of Rutland High School.

Mayor Reichert stated there were a couple of amendments to the agenda that needed to be approved that were discussed during the Pre-Commission meeting; items E and F under New Business were moved to be items R and S under Old Business for action at tonight’s meeting. Also, an additional item was added to New Business pertaining to the Wings Café.

On motion of Commissioner Ed DeFore, seconded by Commissioner Scotty Shepherd and carried unanimously, the agenda was amended to add the above stated changes.


APPROVAL OF MINUTES

A. Special Called Pre-Commission Meeting on December 9, 2014
B. Special Called Regular Commission Meeting on December 9, 2014

ACTION:

On motion of Commissioner Larry Schlesinger, seconded by Commissioner Virgil Watkins, Jr., and carried unanimously, the minutes of the Special Pre-Commission and Special Regular Commission meetings held on December 9, 2014 were approved as presented.


INVITED GUESTS

Pastor Larry Dunning of Pentecostal Temple was invited to render the prayer for tonight’s Regular Commission Meeting.

PUBLIC COMMENTS ON AGENDA ITEMS

None

December 16, 2014
Commissioner Watkins motioned to amend the agenda to move Item G under New Business (Resolution regarding Wings Café) to Item T under Old Business. The motion was seconded by Commissioner Shepherd.

Judd Drake, County Attorney, advised that the agenda could be amended with the affirmative vote of five Commissioners.

Commissioner Tillman requested a Roll Call Vote.

Commissioners Watkins, Tillman, Bechtel and DeFore voted YES.
Commissioners Bivins, Lucas, Schlesinger, Jones and Shepherd voted NO.

The motion failed by a vote of 5 to 4.

REPORTS FROM COMMITTEES AND DEPARTMENTS

Operations and Finance Committee

Committee Chairman Gary Bechtel reported that the Operations and Finance Committee met on Tuesday, December 9, 2014 and considered and/or approved the following:

- A Resolution authorizing the Mayor to execute an agreement between Macon-Bibb County and the Clerk of Superior Court to create a Superior Court Technology Fund

- A Resolution authorizing the Mayor to execute an agreement to sell the alley way between Sherwood Drive and Mercer University Drive consisting of 4,950 sq. ft. to the adjoining owner for no less than fair market value, and authorizing the Mayor to execute a Quit Claim Deed and any other documents to effect the sale of said property

- A Resolution authorizing the Mayor to execute an agreement with Quality Traffic Systems for the purchase of Traffic Signal Control Cabinets for use by the Facilities Management Department

- A Resolution authorizing the Mayor to execute an agreement with Technology International, Inc. for the purchase of heating, ventilation and air conditioning Units for the Sears Building

- A Resolution authorizing the Mayor to execute an agreement with Stafford Builders & Consultants, Inc. in the amount of $354,002.00 for renovation of the Middle Georgia Regional Commission

- A Resolution authorizing the Mayor to execute an agreement between Macon-Bibb County and Advanced Disposal Services Macon to extend the current agreement to provide residential solid waste and recyclable materials collection and disposal services in Macon-Bibb County for a period of 30 months
• A Resolution authorizing the Mayor to execute an agreement between Macon-Bibb County and WMA Architects/Planners in the amount of $93,330.00 (from SPLOST Funds) for architectural services at the Frank Johnson Community Center

• A Resolution authorizing the Mayor to execute an agreement between Macon-Bibb County and Vaughn & Melton Consulting Engineers in the amount of $27,000.00 (from SPLOST Funds) for architectural services at Central City Park

• A Resolution authorizing the Mayor to execute an agreement between Macon-Bibb County and WMA Architects/Planners in the amount of $159,395.00 (from SPLOST Funds) for architectural services at Memorial Park Community Center

• A Resolution authorizing the Mayor to execute an agreement with Stafford Builders & Consultants, Inc. in the amount of $993,550.00 (from SLOST Funds) for the John Drew Smith Tennis Center construction

• A Resolution authorizing the Mayor to execute an agreement between Macon-Bibb County and WMA Architects/Planners in the amount of $261,770.00 (from SPLOST Funds) for architectural services at Rosa Jackson Community Center

• A Resolution authorizing the Mayor to execute an agreement between Macon-Bibb County and Sizemore Group in the amount of $170,365.00 (from SPLOST Funds) for architectural services at the Gilead-Bloomfield Complex

• An Ordinance appropriating $76,075.00 from the Commissary Fund to the Sheriff's Office for the purchase of Air Handlers for the LEC

• A Resolution authorizing the Mayor to execute an agreement between Macon-Bibb County and Vaughn & Melton Consulting Engineers in the amount of $483,000.00 (from SPLOST Funds) for architectural services for the Sub-South Mega-Center Outdoor Recreation Complex in Macon-Bibb County

Economic and Community Development Committee

Committee Chairman Larry Schlesinger reported that the Economic and Community Development Committee met on Tuesday, December 9, 2014 and considered and/or approved the following:

• A Resolution endorsing the creation of a 501 (c) (3) Non-Profit Corporation to replace the existing Sister Cities Commission for the purpose of fundraising for and support of Sister Cities activities in Macon-Bibb County and authorizing the County Attorney's Office to assist in the establishment of said Non-Profit Corporation

• A Resolution endorsing the creation of a 501 (c) (3) Non-Profit Corporation to replace the existing Fort Hawkins Commission and authorizing the County Attorney's Office to assist in the establishment of said Non-Profit Corporation

• Heard a presentation by Wimberly Treadwell on the Daisy Park Improvements

December 16, 2014
• Received an update from Reggie Moore, Assistant Director of Recreation, on the Senior Citizens Center. The Committee endorsed the Bloomfield site for said center.

• Received an update from Dr. Andrew Silver of Mercer University on the Tattnall Square Park Fountain. Mercer University proposed to build and maintain said fountain.

Public Safety Committee – No Report

The Committee did not meet on December 9th.

Facilities and Engineering Committee

Committee Chairman Al Tillman reported the Facilities and Engineering Committee met on December 9, 2014 and considered and/or approved the following:

• A Resolution to rename the gymnasium located at the Rosa Jackson Center in honor of Delores A. Brooks

CONSENT AGENDA

No items for consideration

OLD BUSINESS

A. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and the Clerk of Superior Court to create a Superior Court Technology Fund

• Clerk read by caption: A Resolution of the Macon-Bibb County Commission to authorize the Mayor to execute an agreement between Macon-Bibb County and the Clerk of Superior Court of Macon-Bibb County to create a Superior Court Technology Fund; and for other purposes.

ACTION:


B. Resolution authorizing the Mayor to execute an agreement to sell the alley way located between Sherwood Drive and Mercer University Drive consisting of 4,950 square feet to the adjoining owner for no less than fair market value of $29,700.00; authorizing the Mayor to execute a quit claim deed and any other necessary documents to effect the sale of said property

• Clerk read by caption: A Resolution of the Macon-Bibb County Commission authorizing the Mayor to execute an agreement to sell the alley way located
between Sherwood Drive and Mercer University Drive consisting of 4,950 square feet to the adjoining owner for no less than the fair market value of $29,700.00; authorizing the Mayor to execute a Quit Claim Deed and any other necessary documents to effect the sale of said property; and for other purposes.

**ACTION:**


C. Resolution authorizing the Mayor to execute an agreement with Quality Traffic Systems for the purchase of traffic signal control cabinets for use by the Facilities Management Department

- Clerk read by caption: A Resolution of the Macon-Bibb County Commission authorizing the Mayor to execute an agreement with Quality Traffic Systems for the purchase of Traffic Signal Control Cabinets for use by the Macon-Bibb County Facilities Management Department; and for other purposes.

**ACTION:**


D. Resolution authorizing the Mayor to execute an agreement with Technology International, Inc. for the purchase of heating, ventilation, and air conditioning units for the Sears building

- Clerk read by caption: A Resolution of the Macon-Bibb County Commission authorizing the Mayor to execute an agreement with Technology International, Inc. for the purchase of heating, ventilation, and air conditioning units for the Sears Building; and for other purposes.

**ACTION:**


**Point of Personal Privilege:**

Mayor Reichert stated he was going to make a concerted effort to refer to the Sears Building as the Sheriff’s Downtown Annex.
E. Resolution authorizing the Mayor to execute an agreement with Stafford Builders & Consultants, Inc. in the amount of $354,002.00 for renovation of the Middle Georgia Regional Commission, in form to be approved by the County Attorney’s Office.

- **Clerk read by caption:** A Resolution of the Macon-Bibb County Commission authorizing the Mayor to execute an agreement with Stafford Builders & Consultants, Inc. in the amount of three hundred fifty four thousand two dollars and 00/100 ($354,002.00) for renovation of the Middle Georgia Regional Commission, in form to be approved by the County Attorney’s Office; and for other purposes.

**ACTION:**

- **Unanimous approval by Commissioners Bert Bivins, III, Gary Bechtel, Larry Schlesinger, Elaine Lucas, Mallory Jones, III, Ed DeFore, Scotty Shepherd, Virgil Watkins, Jr., and Al Tillman.**

F. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and Advanced Disposal Services Macon, LLC to extend the current agreement to provide residential solid waste and recyclable materials collection and disposal services in Macon-Bibb County for a period of 30 months, in form to be approved by the County Attorney’s Office.

- **Clerk read by caption:** A Resolution of the Macon-Bibb County Commission to authorize the Mayor to execute an agreement between Macon-Bibb County and Advanced Disposal Services Macon, LLC to extend the current agreement to provide residential solid waste and recyclable materials collection and disposal services in Macon-Bibb County for a period of thirty (30) months, in form to be approved by the County Attorney’s Office; and for other purposes.

**ACTION:**

- **Unanimous approval by Commissioners Bert Bivins, III, Gary Bechtel, Larry Schlesinger, Elaine Lucas, Mallory Jones, III, Ed DeFore, Scotty Shepherd, Virgil Watkins, Jr., and Al Tillman.**

G. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and WMA Architects/Planners, Inc. for $93,330.00 for architectural services at the Frank Johnson Community Center, with funding from SPLOST.

- **Clerk read by caption:** A Resolution of the Macon-Bibb County Commission to authorize the Mayor to execute an agreement between Macon-Bibb County and WMA Architects/Planners, Inc. for ninety three thousand three hundred thirty dollars and 00/100 ($93,330.00) for architectural services at the Frank Johnson Community Center in Macon-Bibb County; and for other purposes.

**ACTION:**

- **Unanimous approval by Commissioners Bert Bivins, III, Gary Bechtel, Larry Schlesinger, Elaine Lucas, Mallory Jones, III, Ed DeFore, Scotty Shepherd, Virgil Watkins, Jr., and Al Tillman.**


Watkins, Jr., and Al Tillman.

H. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and Vaughn and Melton Consulting Engineers, Inc. for $27,000.00 for architectural services at Central City Park, with funding from SPLOST

- Clerk read by caption: A Resolution of the Macon-Bibb County Commission to authorize the Mayor to execute an agreement between Macon-Bibb County and Vaughn & Melton Consulting Engineers, Inc. for twenty seven thousand dollars and 00/100 ($27,000.00) for architectural services at Central City Park in Macon-Bibb County; and for other purposes.

ACTION:


I. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and WMA Architects/Planners, Inc. for $159,395.00 for architectural services at Memorial Park Community Center, with funding from SPLOST

- Clerk read by caption: A Resolution of the Macon-Bibb County Commission to authorize the Mayor to execute an agreement between Macon-Bibb County and WMA Architects/Planners, Inc. for one hundred fifty nine thousand three hundred ninety-five dollars and 00/100 ($159,395.00) for architectural services at the Memorial Park Community Center in Macon-Bibb County; and for other purposes.

ACTION:


J. Resolution authorizing the Mayor to execute an agreement with Stafford Builders and Consultants, Inc. in the amount of $993,550.00 for John Drew Smith Tennis Center construction, in form to be approved by the County Attorney’s Office, with funding from SPLOST

- Clerk read by caption: A Resolution of the Macon-Bibb County Commission authorizing the Mayor to execute an agreement with Stafford Builders & Consultants, Inc. in the amount of nine hundred ninety three thousand five hundred fifty dollars and 00/100 ($993,550.00) for John Drew Smith Tennis Center construction, in form to be approved by the County Attorney’s Office; and for other purposes

ACTION:

- Unanimous approval by Commissioners Bert Bivins, III, Gary Bechtel, Larry

K. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and WMA Architects/Planners, Inc. for $261,770.00 for architectural services at the Rosa Jackson Community Center, with funding from SPLOST.

- Clerk read bycaption: A Resolution of the Macon-Bibb County Commission to authorize the Mayor to execute an agreement between Macon-Bibb County and WMA Architects/Planners, Inc. for two hundred sixty one thousand seven hundred seventy dollars and 00/100 ($261,770.00) for architectural services at the Rosa Jackson Community Center in Macon-Bibb County; and for other purposes.

**ACTION:**


L. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and Sizemore Group, LLC for $170,365.00 for architectural services at the Gilead-Bloomfield Complex in Macon-Bibb County, with funding from SPLOST.

- Clerk read bycaption: A Resolution of the Macon-Bibb County Commission to authorize the Mayor to execute an agreement between Macon-Bibb County and Sizemore Group, LLC for one hundred seventy three thousand sixty-five dollars and 00/100 ($170,365.00) for architectural services at the Gilead-Bloomfield Complex in Macon-Bibb County; and for other purposes.

**ACTION:**


M. Ordinance to appropriate $76,075.00 from the Commissary Fund to the Sheriff's Office for purchase of Air Handlers for the Law Enforcement Center.

- Clerk read bycaption: An Ordinance of the Commission of Macon-Bibb County, Georgia to appropriate $76,075 from Commissary Fund to purchase five new Air Handlers at the Law Enforcement Center.

**ACTION:**

N. Resolution to authorize the Mayor to execute an agreement between Macon-Bibb County and Vaughn & Melton Consulting Engineers, Inc. for $483,000.00 for architectural services for the Sub-South Mega-Center Outdoor Recreation Complex in Macon-Bibb County to be paid from SPLOST funds

- Clerk read by caption:  A Resolution of the Macon-Bibb County Commission to authorize the Mayor to execute an agreement between Macon-Bibb County and Vaughn & Melton Consulting Engineers, Inc. for four hundred eighty-three thousand dollars and 00/100 ($483,000.00) for architectural services for the Sub-South Mega-Center Outdoor Recreation Complex in Macon-Bibb County to be paid from SPLOST Funds; and for other purposes.

**ACTION:**


O. Resolution endorsing the creation of a 501(c)(3) Non-Profit Corporation to replace the existing Sister Cities Commission for the purpose of fundraising for and supporting Sister Cities activities in Macon-Bibb County and authorizing the County Attorney's Office to assist in the establishment of said Non-Profit Corporation

- Clerk read by caption:  A Resolution of the Macon-Bibb County Commission endorsing the creation of a 501(c)(3) Non-Profit Corporation to replace the existing Sister Cities Commission for the purpose of fundraising for and supporting Sister Cities activities in Macon-Bibb County and authorizing the County Attorney's Office to assist in the establishment of said Non-Profit Corporation; and for other purposes.

**ACTION:**


P. Resolution endorsing the creation of a 501(c)(3) Non-Profit Organization to replace the existing Fort Hawkins Commission and authorizing the County Attorney's Office to assist in the establishment of said Non-Profit Corporation

- Clerk read by caption:  A Resolution of the Macon-Bibb County Commission endorsing the creation of a 501(c)(3) Non-Profit Organization to replace the existing Fort Hawkins Commission and authorizing the County Attorney's Office to assist in the establishment of said Non-Profit Corporation; and for other purposes.

**ACTION:**

- Unanimous approval by Commissioners Bert Bivins, III, Gary Bechtel, Larry Schlesinger, Elaine Lucas, Mallory Jones, III, Ed DeFore, Scotty Shepherd, Virgil...
Watkins, Jr., and Al Tillman.

Q. Resolution to rename the gymnasium located at the Rosa Jackson Center in honor of Delores A. Brooks

- Clerk read by caption: A Resolution of the Macon-Bibb County Commission to rename the gymnasium located at the Rosa Jackson Center in honor of Delores A. Brooks; and for other purposes.

Discussion: Commissioner Lucas stated Ms. Brooks was unable to attend tonight's meeting due to illness. She then gave a brief history of Ms. Brooks's service to the community as well as her efforts in the construction of the Rosa Jackson Center as it exists today. She also stated Ms. Brooks served as the first black female on Macon City Council, serving over 20 years.

Mayor Reichert asked for a point of personal privilege to express his concern for Ms. Brooks' well-being and asked Commissioner Lucas to invite her again to attend at which time the Resolution would be read in its entirety in her honor.

ACTION:


R. Resolution to approve the placement of a fountain in Tattnall Square Park by Friends of Tattnall Square Park and to authorize the Mayor to execute an agreement for Mercer University to pay the annual maintenance costs for the fountain

- Clerk read by caption: A Resolution of the Macon-Bibb County Commission to approve the placement of a fountain in Tattnall Square Park by Friends of Tattnall Square Park and to authorize the Mayor to execute an agreement for Mercer University to pay the annual maintenance costs for the fountain; and for other purposes.

ACTION:


S. Resolution of the Macon-Bibb County Commission to approve the selection of the Bloomfield Center property as the location for the new Macon-Bibb County Senior Center

- Clerk read by caption: A Resolution of the Macon-Bibb County Commission to approve the selection of the Bloomfield Center property as the location for the new Macon-Bibb County Senior Center; and for other purposes.

ACTION:

NEW BUSINESS

A. Resolution to reappoint Violet Poe to the Macon-Bibb County Transit Authority

Referred To: Economic and Community Development Committee

B. Resolution to reappoint Commissioner Gary Bechtel and Gene Dunwody, Sr. to the Macon Economic Development Commission

Referred To: Economic and Community Development Committee

C. Resolution to appoint Tom Sands and to reappoint Gene Dunwody, Jr. to the Macon-Bibb County Urban Development Authority

Referred To: Economic and Community Development Committee

D. Resolution to authorize the Mayor to execute a project change request between Macon-Bibb County and Mainline Information Systems, Inc. for $99,000.00 for additional consulting and support services to the Information Technology Department to be paid from the departmental budget

Referred To: Operations and Finance Committee

E. Resolution to authorize the Mayor to execute an agreement in the amount of $79,923.50 with Northeast Concrete Co., Inc. for the paving of Liberty Church Road, the paving of Sofkee Road, and for the installation of sidewalks near Graham Road

Referred To: Operations and Finance Committee

F. Ordinance to appropriate $6,000.00 ($1,000.00 per month for 6 months) from Fund Balance to supplement various operational needs of Fort Hawkins

Referred To: Operations and Finance Committee

G. Resolution to require the named licensee of the Wings Café at 2822 Bloomfield Drive to appear before the Macon-Bibb County Municipal Court for violation of SEC. 4053 of the Inaugural Code of Ordinances for Macon-Bibb County; to determine whether to suspend or revoke any alcoholic Beverage license issued to said location

Referred To: Public Safety Committee

December 16, 2014
GENERAL PUBLIC COMMENTS

Johnny James provided information on the Georgia Sports Alliance All Star Senior Football Game to be held at the Ed DeFore Sports Complex on December 20, 2014.

Dr. Henry C. Ficklin thanked Mayor Reichert for the Proclamation he presented to Dr. Julius C. Hope, a former minister and Civil Rights leader, in Detroit, Michigan in recognition of his retirement. Dr. Ficklin also addressed the Commission about a $700.00 plus garbage fee assessed on an unoccupied Kitchens Road rental property, with assessment dating back to 2010, and asked for a review of the charges.

Terry McGee spoke on the budget process of the Consolidated Government and stated the budget should be based on sustainability. He also spoke on the boxing gym and the need for a pool at Freedom Park.

Robert Curry, Jr. spoke on the need for a new senior citizens center and Parks and Recreation.

POINT OF PERSONAL PRIVILEGE

Mayor Reichert recognized Shelia Thurmond, Clerk of Commission, on her retirement and stated that tonight was Shelia’s last meeting. Mayor Reichert stated that Shelia had served the office with grace and dignity, and expressed his great appreciation for her service.

ADJOURNMENT

There being no further business, and on motion duly made, seconded, and carried unanimously, the meeting was adjourned at 6:55 P.M.


Shelia Thurmond, CCC
Clerk of Commission
OFFICE USE ONLY

Applicant Name: NIMESH PATEL

Business Name: ZEBULON 6451 INC, D.B.A. SUNOCO FOOD MART

Business Address: 6451 ZEBULON RD., MACON, GA 31220

After investigation, I recommend that the license requested herein be ☑ Granted ☐ Denied

Date 12-3-14

[Signature]

Sheriff, Bibb County, Georgia

Petition is hereby ☐ Granted ☐ Denied by the Macon-Bibb County Board of Commissioners

on this ______ day of __________, 20___.

[Signature]

Clerk, Macon-Bibb County Commission

I recommend that the application be ☐ Granted ☐ Denied

on this ______ day of __________, 20___.

[Signature]

Mayor, Macon-Bibb County

Alcoholic Beverage License Authorization Form
Macon-Bibb County
Business Development Services
682 Cherry Street, Suite 500
Macon, Georgia 31201
Alcoholic Beverage Application Procedures and Instructions

- New
- Transfer of Location
- Transfer of Ownership
- Change of Agent

Zebulon 6451
Dalia Sunoco Food Mart
Macon, GA
6451 Zebulon Rd
478-257-6858

Nimesh Patel
1644 Bass Rd Apt 1321
Macon, GA 31210
478-257-6858

Social Security Number
Date of Birth
Age
County of Residence

$150.00 Application Fee

Applicant and/or Agent Information

1. Provide Surety License Bond.
2. Current photograph of applicant or agent.
3. Fingerprint of applicant are required.
4. Complete and sign Consent Form for State Wide Check.
5. Provide a valid copy of applicant’s State of Georgia driver’s license.

Location Information

1. Proof of Planning and Zoning compliance.
2. Affidavit from the Macon-Bibb County Engineer’s Department.
3. Legal description of the property upon which premises are located.
4. Affidavit from the Macon Telegraph Newspaper.

I certify that the information disclosed in this application is true and correct, and I agree to abide by, observe, and conduct my business according to the rules and regulations prescribed by Macon-Bibb County, the acts of the Georgia General Assembly, and the State Department of Revenue.

Signature of Applicant and/or Agent
Date
ZONING COMPLIANCE
MACON-BIBB COUNTY PLANNING AND ZONING COMMISSION
Suite 1000 City Hall Annex, 682 Cherry Street, Macon, GA 31201
Website: www.maconbibbpz.org Telephone (478) 751-7450 Fax (478) 751-7448

PERMIT NO: 2014-00020879 DATE OF ISSUE: 10/20/2014

ISSUED TO NAME: Ritesh Patel

OWNER'S NAME: GDP PROPERTIES LLC

PROPOSED USE: C/O C-Store w/ fuel, beer/wine package-to-go

ADDRESS OF PROPOSED USE: 6451 ZEBULON RD

STRUCTURE: EXISTING

MAP/PARCEL: 10050571 ZONING DISTRICT: PDE

PERMIT ISSUED SUBJECT TO THE FOLLOWING CONDITIONS
As per application, approval to change ownership of an existing C-store with fuel and beer/wine package-to-go. No new signage is authorized. Subject to Business Development Services approval.

NOTE: IF CONSTRUCTION OR USE IS NOT BEGUN BY 4/18/2015 THIS PERMIT IS NULL & VOID

APPROVED BY: Ethan Tonn

NOTICE
This permit is issued subject to the rules and regulations of the Macon-Bibb County Health Department, Macon-Bibb Business Development Services, and any other governmental agency whose regulations may be applicable. Care should be given to comply with any deed restrictions applicable to the above referenced property as the Macon-Bibb Planning and Zoning Commission does not authorize the violation thereof, nor can it be held responsible for said violation. The Macon-Bibb Planning and Zoning Commission assumes no responsibility for correct location of property lines. It is the responsibility of the applicant to insure proper placement of any structure on the premises. All construction or use relating to this permit must strictly comply with site plans submitted to the Macon-Bibb Planning and Zoning Commission and on file in its office. This permit expires six (6) months from date issued unless construction or use is begun.

RECEIPT INFORMATION

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MEASUREMENT FORM

Retail Sales of Wine and Malt Beverages
Including both package sales and consumption on the premises
Macon-Bibb County Code, Chapter 4, Article V, Sec. 4-122

APPLICANT: RITESH PATEL
PROPOSED LICENSE: BEER AND WINE PACKAGED TO GO
BUSINESS LOCATION: 6451 ZEBULON ROAD
BUSINESS NAME: ZEBULON 6451, INC.
D/B/A SUNOCO FOOD MART

To Be Completed by County Engineer

1. Nearest corner of the building housing the place of business to nearest corner of the building housing a school building, or an alcoholic treatment center measured and found to be more than 300 ft.

   X Comply

   ____ Does not Comply

2. Nearest corner of building housing place of business to nearest corner the building housing such church, library or branch, or to the nearest corner of the school ground or college campus, measured and found to be more than 300 ft.

   X Comply

   ____ Does not Comply

   By: 

   David P. Fortson, Macon-Bibb County Engineer

   Date: 11/4/14

It is respectfully requested that forms be returned no later than Friday of each week for use by the County Commissioner's Office.
SUNOCO FOOD MART
6451 ZEBULON ROAD
MACON, GA 31220

STATE OF GEORGIA
COUNTY OF BIBB

Personally appeared before me, a notary public within and for
above state and county, Dianne Buck, who deposes and says she is
the Classified Manager of Advertising for The Macon Telegraph and
is duly authorized by the publisher thereof to make this
affidavit, and that advertisement as follows has been published in
The Macon Telegraph on the following dates:

10/25/2014 11/01/2014

2955393 # GEORGIA, BIBB COUNTY NOTICE OF INTENT TO FILE
REQUEST FOR BEER, WINE LICENSE PACKAGED TO GO -Pursuant to
the ordinance adopted by Mayor and Council on the 15th day of
August, 1979, notice is hereby given that on or after the 1st day
of November, 2014, the undersigned will apply to the City of Macon
for the issuance of a license at an establishment known as ZEBULON
6451 INC. DBA SUNOCO FOOD MART, and located at 6451 Zebulon Road,
Macon, GA 31220, this 22nd day of October, 2014. s/N. Patel,
Applicant 1644 Bass Road Apt. #1321 Macon, GA 31210 #2955393:
10/25; 11/1

Signed

Sworn to and subscribed before me this 01 day of NOVEMBER 2014

Notary Public

487 CHERRY ST. • MACON, GEORGIA 31201
P.O. BOX 4167 • MACON, GEORGIA 31208-4167
478-744-4200 OR 1-800-342-5845
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OFFICE USE ONLY

Applicant Name: SOHEILA KARMADIN
Business Name: MACON TMP (HARTLEY BRIDGE CHEVRON)
Business Address: 5631 HOUSTON ROAD MACON, GA 31210

After investigation, I recommend that the license requested herein be [ ] Granted [ ] Denied

[ ] Date 12/31/14

[ ] Sheriff, Bibb County, Georgia

Petition is hereby [ ] Granted [ ] Denied by the Macon-Bibb County Board of Commissioners
on this ______ day of ____________, 20____.

[ ] Clerk, Macon-Bibb County Commission

I recommend that the application be [ ] Granted [ ] Denied
on this ______ day of ____________, 20____.

[ ] Mayor, Macon-Bibb County

Alcoholic Beverage License Authorization Form
Macon-Bibb County
Business Development Services
682 Cherry Street, Suite 500
Macon, Georgia 31201
Alcoholic Beverage Application Procedures and Instructions

New
Transfer of Location
Transfer of Ownership
Change of Agent

Liquor Package
Liquor Mixed Drinks
Beer Package
Beer C.O.P.
Wine Package
Wine C.O.P.

Manufacture

Hartley Bridge Chevron
Corporation and Trade Name

Sheila Karmodin
Name of Applicant and/or Agent

10 S Bassolantation Dr Apt 1608
Home Address

Macon
Business Address

478-785-8240
Business Telephone

Macon

Social Security Number
Date of Birth
Age?
County of Residence?

$150.00 Application Fee

Applicant and/or Agent Information

1. Provide Surety License Bond.
2. Current photograph of applicant or agent.
3. Fingerprint of applicant are required.
4. Complete and sign Consent Form for State Wide Check.
5. Provide a valid copy of applicant's State of Georgia driver's license.

Location Information

1. Proof of Planning and Zoning compliance.
2. Affidavit from the Macon-Bibb County Engineer's Department.
3. Legal description of the property upon which premises are located.
4. Affidavit from the Macon Telegraph Newspaper

I certify that the information disclosed in this application is true and correct, and I agree to abide by, observe, and conduct my business according to the rules and regulations prescribed by Macon-Bibb County, the acts of the Georgia General Assembly, and the State Department of Revenue.

Signature of Applicant and/or Agent Date
ZONING COMPLIANCE
MACON-BIBB COUNTY PLANNING AND ZONING COMMISSION
Suite 1000 Southern Trust Bldg., 682 Cherry St., Macon, Georgia 31201
Planning Office 478-751-7460  Zoning Office 478-751-7450  Fax 478-751-7448

PERMIT NO: 11-1051  DATE OF ISSUE: 7/19/2011
ISSUED TO: SOHEILA KARMADIN
OWNERS NAME: MPV INC
PROPOSED USE: C-STORE W/FUEL SALES/BEER & WINE C/O
ADDRESS OF PROPOSED USE: 5631 HOUSTON RD

EXISTING BUILDING
MAP NO: 4949
CODE: 02/89

IN CITY
DISTRICT: C-4
LOT: 4378

PERMIT ISSUED SUBJECT TO THE FOLLOWING CONDITIONS:
As per application, approval to change ownership of an existing C-store w/gas station only.
Signage shall be permitted separately. Subject to inspections and fees approval. No outside
storage, sales, or display shall be allowed. This permit allows beer and wine sales packaged-to-go.

NOTE: IF CONSTRUCTION OR USE IS NOT BEGUN BY 1/19/2012, THIS PERMIT IS NULL AND VOID.

APPROVED BY: Ethan Tonn

NOTE: This permit is issued subject to the rules and regulations of the Macon-Bibb County Health
Department, City of Macon-Bibb County Planning, Building Inspector, and any other governmental agency whose
regulations may be applicable. Care should be taken to comply with any code restrictions applicable to the
above property, as the Macon-Bibb County Planning and Zoning Commission does not adhere to the
said restrictions. The Macon-Bibb County Planning and Zoning Commission assumes no responsibility for
correct location of property lines. It is the responsibility of the applicant to insure proper placement of any structures on the
premise.

All construction or use relating to this permit must exactly comply with the plans or other plans submitted to
the Macon-Bibb County Planning and Zoning Commission and on file in its office. This permit expires six months
from date issued unless construction or use is begun.

THIS CERTIFICATE OF ZONING COMPLIANCE MUST BE POSTED.
MEASUREMENT FORM

Retail Sales of Wine and Malt Beverages
Including both package sales and consumption on the premises
Macon-Bibb County Code, Chapter 4, Article V, Sec. 4-122

APPLICANT: SOHIL CHARANIA

PROPOSED LICENSE: BEER AND WINE PACKAGED TO GO

BUSINESS LOCATION: 5631 HOUSTON ROAD

BUSINESS NAME: MACON TMP

To Be Completed by County Engineer

1. Nearest corner of the building housing the place of business to nearest corner of the building housing a school building, or an alcoholic treatment center measured and found to be more than 300 ft.

   _X_ Comply  _____ Does not Comply

2. Nearest corner of building housing place of business to nearest corner the building housing such church, library or branch, or to the nearest corner of the school ground or college campus, measured and found to be more than 300 ft.

   _X_ Comply  _____ Does not Comply

   By: David P. Fortson, Macon-Bibb County Engineer

   Date: 11/16/14

It is respectfully requested that forms be returned no later than Friday of each week for use by the County Commissioner’s Office.
OFFICE USE ONLY

Applicant Name: JIGAR PATEL

Business Name: GROWLER SPOT

Business Address: 3841 NORTHSIDE DRIVE MACON, GA 31210

After investigation, I recommend that the license requested hereon be [ ] Granted [ ] Denied

Date: 12/3/14

[Signature]
Sheriff, Bibb County, Georgia

Petition is hereby [ ] Granted [ ] Denied by the Macon-Bibb County Board of Commissioners

on this ______ day of ______________, 20__.

[Signature]
Clerk, Macon-Bibb County Commission

I recommend that the application be [ ] Granted [ ] Denied

on this ______ day of ______________, 20__.

[Signature]
Mayor, Macon-Bibb County

Alcoholic Beverage License Authorization Form
Macon-Bibb County
Business Development Services
682 Cherry Street, Suite 500
Macon, Georgia 31201
Alcoholic Beverage Application Procedures and Instructions

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<th>Liquor Package</th>
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<th>Wine Package</th>
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<td>☑ Wine C.O.P.</td>
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Company and Trademark Name: DBS Patio LLC
Address: 3841 Northside Dr, Macon, GA 31210
Business Telephone: 478-621-4340

Name of Applicant and/or Agent: Jigar Patel
Address: 399 Plantation Way Apt #3110, Macon, GA
Home Telephone: 478-512-4772

Social Security Number: 666-66-6666
Date of Birth: 1/1/1980
Age: 40
County of Residence: Bibb

$150.00 Application Fee

Applicant and/or Agent Information

1. Provide Surety License Bond.
2. Current photograph of applicant or agent.
3. Fingerprint of applicant are required.
4. Complete and sign Consent Form for State Wide Check.
5. Provide a valid copy of applicant’s State of Georgia driver’s license.

Location Information

1. Proof of Planning and Zoning compliance.
2. Affidavit from the Macon-Bibb County Engineer's Department.
3. Legal description of the property upon which premises are located.
4. Affidavit from the Macon Telegraph Newspaper.

I certify that the information disclosed in this application is true and correct, to abide by, observe, and conduct my business according to the rules and regulations prescribed by Macon-Bibb County, the acts of the Georgia General Assembly, and State Department of Revenue.

Signature of Applicant and/or Agent: [Signature]
Date: 10/20/14
ZONING COMPLIANCE

MACON-BIBB COUNTY PLANNING AND ZONING COMMISSION
Suite 1000 Southern Trust Bldg., 682 Cherry St., Macon, Georgia 31201
Planning Office 478-751-7480  Zoning Office 478-751-7450  Fax 478-751-7448

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<td>OWNERS NAME:</td>
<td>C &amp; A Patel, LLC</td>
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<td>PROPOSED USE:</td>
<td>Retail Beverage Store (Growler Spot)</td>
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<tr>
<td>ADDRESS OF PROPOSED USE:</td>
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</tr>
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<td>EXISTING BUILDING:</td>
<td>Outside City</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAP NO:</td>
<td>4045</td>
<td>DISTRICT:</td>
<td>C-2</td>
</tr>
<tr>
<td>CODE:</td>
<td>03/14</td>
<td>LOT:</td>
<td>6418</td>
</tr>
</tbody>
</table>

PERMIT ISSUED SUBJECT TO THE FOLLOWING CONDITIONS:
As per application, approval to operate a retail beverage store (package malt beverages sales, and malt beverages consumed on premises. Any new or change in signage shall require a separate Zoning permit. No outside storage, sales, or display shall be allowed. Subject to Inspections and Fees and all applicable local, State, and Federal requirements & licensing.

NOTE: IF CONSTRUCTION OR USE IS NOT BEGUN BY 2/8/2014, THIS PERMIT IS NULL AND VOID.

APPROVED BY: Ethan Tonn

NOTE: This permit is issued subject to the rules and regulations of the Macon-Bibb County Health Department, City of Macon or Bibb County Building Inspector, and any other governmental agency whose regulations may be applicable. Care should be given to comply with any deed restrictions applicable to the above property as the Macon-Bibb County Planning and Zoning Commission does not authorize the violation thereof, nor can it be held responsible for said violation.

The Macon-Bibb County Planning and Zoning Commission assumes no responsibility for correct location of property lines. It is the responsibility of the applicant to insure proper placement of any structures on the premises.

All construction or use relating to this permit must strictly comply with site plans or other plans submitted to the Macon-Bibb County Planning and Zoning Commission and on file in its office. This permit expires six months from date issued unless construction or use is begun.

THIS CERTIFICATE OF ZONING COMPLIANCE MUST BE POSTED.
MEASUREMENT FORM

Retail Sales of Wine and Malt Beverages
Including both package sales and consumption on the premises
Macon-Bibb County Code, Chapter 4, Article V, Sec. 4-128

APPLICANT: JIGAR PATEL
PROPOSED LICENSE: BEER AND WINE CONSUMED ON PREMISES
BUSINESS LOCATION: 3841 NORTHSIDE DRIVE
BUSINESS NAME: GROWLER SPOT

To Be Completed by County Engineer

1. Nearest corner of building housing place of business to nearest corner of building housing church, measured and found to be more than 300 ft.; library or branch, measured and found to be more than 300 ft.

2. Nearest corner of building housing place of business to nearest corner of school ground or college campus, measured and found to be more than 300 ft.

3. Nearest property line at the place of business to nearest property line within 300ft. of any housing authority (containing 300 housing units or fewer owned or operated by a housing authority created by Article 1 of Chapter 3 of Title 8, the "Housing Authorities Law"). Restriction does not apply to licenses issued prior to July 1, 2000, nor the renewal of such license, nor the renewal of any license at such location which was lawful during the previous twelve months. (OCCA – Section 3-3-21)
   □ Yes □ No □ Unknown License History

By: ____________________________
    David P. Fortson, Macon-Bibb County Engineer

Date: 9/25/17

It is respectfully requested that forms be returned no later than Friday of each week for use by the County Commissioner's Office.
GROWLER SPOT
3841 NORTHSIDE DRIVE
MACON, GA 31210

STATE OF GEORGIA
COUNTY OF BIBB

Personally appeared before me, a notary public within and for the above state and county, Dianne Buck, who deposes and says she is the Classified Manager of Advertising for The Macon Telegraph and is duly authorized by the publisher thereof to make this affidavit, and that advertisement as follows has been published in The Macon Telegraph on the following dates:

09/13/2014 09/14/2014 09/15/2014 09/16/2014 09/17/2014

2953438 # GEORGIA, BIBB COUNTY NOTICE OF INTENT TO FILE REQUEST FOR BEER, WINE LICENSE ON PREMISES -Pursuant to the ordinance adopted by the County Board of Commissioners of Bibb County, dated January 26, 1976, notice is hereby given that on or after the 17th day of September, 2014, the undersigned will apply to said County Board of Commissioners for the issuance of a license to Growler Spot, 3841 Northside Drive, Macon, GA 31210. This 10th day of September, 2014. /s/Jigar Patel, applicant.

#2953438: 9/13, 14, 15, 16, 17

SIGNED

Sworn to and subscribed before me this 17 day of SEPTEMBER 2014

Notary Public

Kelly Harris

487 CHERRY ST. • MACON, GEORGIA 31201
P.O. BOX 4167 • MACON, GEORGIA 31208-4167
478-744-4200 OR 1-800-342-5845
Macon-Bibb County
Business Development Services
682 Cherry Street, Suite 500
Macon, Georgia 31201
(478) 803-0470

Alcoholic Beverage Application

The attached application is a petition to Macon-Bibb County for an Alcoholic Beverage License.

MACON TMP (HARTLEY BRIDGE CHEVRON)
5631 HOUSTON ROAD
MACON, GA 31210

The following required documents are included in the application:

☒ Current photograph of applicant or agent
☒ Surety License Bond
☒ Proof of Planning and Zoning compliance
☒ Affidavit from the Macon-Bibb County Engineer's Department
☒ Legal description of the property upon which premises are located
☐ Affidavit from the Macon Telegraph Newspaper

Comments:

Per Macon-Bibb County Code of Ordinances § 4-56(c), an affidavit from Macon Telegraph is not required. Business owner allowed Alcoholic Beverage license to expire.

Submitted by: [Signature]
Date: 12/17/14
COMMITTEE AMENDMENT

AN ORDINANCE OF THE MACON-BIBB COUNTY COMMISSION TO APPROPRIATE $6,000.00 ($1,000.00 PER MONTH FOR 6 MONTHS) FROM FUND BALANCE TO SUPPLEMENT VARIOUS OPERATIONAL NEEDS OF FORT HAWKINS AND $1,000.00 IN SUPPORT OF THE MARTIN LUTHER KING JR. COMMISSION FOR A TOTAL SUM OF $7,000.00; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, the Macon-Bibb County Commission adopted an Appropriations Ordinance for Fiscal Year 2015 which approved funding for each department, office and outside agencies affiliated with Macon-Bibb County; and

WHEREAS, various supplemental budget adjustments are necessary to conduct the affairs of Macon-Bibb County and to implement the policies of the governing body.

BE IT ORDAINED by the Macon-Bibb County Commission, and it is hereby so ordained by the authority of the same, that the additional sum of $6,000.00 ($1,000.00 per month for a total of six (6) months) be appropriated to supplement various operational needs of Fort Hawkins and $1,000.00 in support of the Martin Luther King Jr. Commission for a total sum of $7,000.00.

All ordinances or parts thereof in conflict with this provision are hereby repealed.

SO ORDAINED this _____ day of ______________, 2014.

__________________________
Robert A.B. Reichert, Mayor

__________________________
Shelia Thurmond, Clerk of Commission
A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT IN THE AMOUNT OF SEVENTY-NINE THOUSAND NINE HUNDRED TWENTY-THREE DOLLARS AND FIFTY CENTS ($79,923.50) WITH NORTHEAST CONCRETE CO. INC. FOR THE PAVING OF LIBERTY CHURCH ROAD, THE PAVING OF SOFKEE ROAD, AND FOR THE INSTALLATION OF SIDEWALKS NEAR GRAHAM ROAD IN A FORM TO BE APPROVED BY THE COUNTY ATTORNEY’S OFFICE; AND FOR OTHER PURPOSES.

WHEREAS, renovations and repairs are necessary to increase the safety measures currently in place and the aesthetic appearance of Liberty Church Road, Sofkee Road, and Graham Road; and

WHEREAS, specifically, Liberty Church Road and Sofkee Road are in need of paving and Graham Road is in need of sidewalks; and

WHEREAS, on or about September 29, 2014, the Macon-Bibb County Procurement Department issued Bid Number 15-025-ND soliciting responsive offers from responsible bidders capable of providing such services; and

WHEREAS, five (5) responsive bids were received; and

WHEREAS, Northeast Concrete Co. Inc., a local corporation doing business in Macon, Georgia, submitted the lowest responsive and responsible bid in the amount of seventy-nine thousand nine hundred twenty-three dollars and fifty cents ($79,923.50); and

WHEREAS, the funds for the paving of Liberty Church Road and Sofkee Road will come from SPLOST, and said amount of funds from SPLOST will total twenty thousand six hundred ninety-eight dollars and fifty cents ($20,698.50); and

WHEREAS, the funds for the sidewalk installation on Graham Road will come from 2014 LMIG Funds, and said amount of funds from the 2014 LMIG will total fifty-nine thousand two hundred twenty-five dollars ($59,225.00); and

WHEREAS, as such, it was recommended that the bid be awarded to Northeast Concrete Co. Inc. to provide the services requested; and

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same, that the Mayor is authorized to execute an agreement in the amount of seventy-nine thousand nine hundred twenty-three dollars and fifty
cents ($79,923.50) for the paving of Liberty Church Road, the paving of Sofkee Road, and the installation of sidewalks near Graham Road in a form to be approved by the County Attorney’s Office.

SO RESOLVED this ___ day of ________________, 2014.

By: ________________________________
    ROBERT A.B. REICHERT, Mayor

Attest: ______________________________
        SHELIA THURMOND, Clerk of Commission

(SEAL)
A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION TO AUTHORIZE THE MAYOR TO EXECUTE A PROJECT CHANGE REQUEST BETWEEN MACON-BIBB COUNTY AND MAINLINE INFORMATION SYSTEMS, INC FOR NINETY NINE THOUSAND DOLLARS AND NO/100 ($99,000.00) FOR ADDITIONAL CONSULTING AND SUPPORT SERVICES TO THE INFORMATION TECHNOLOGY DEPARTMENT TO BE PAID FROM THE DEPARTMENTAL BUDGET; AND FOR OTHER PURPOSES.

WHEREAS, the Macon-Bibb County Information Technology Department has discovered and documented various mainframe computing issues; and

WHEREAS, Macon-Bibb County has contracted with Mainline Information Systems, Inc. to provide consulting and support services for the Information Technology Department; and

WHEREAS, Mainline Information Systems, Inc. has submitted requested reports indicating obsolescence of the mainframe operating system version that poses a possible catastrophic issue if a mainframe crash occurs; and

WHEREAS, it is the recommendation of the Director of Information Technology that a project change be executed with Mainline Information Systems, Inc. to correct the issues with the mainframe operating system; and

WHEREAS, the additional work performed by Mainline Information Systems, Inc. will cost approximately $99,000.

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same that the Mayor is authorized to execute a project change request with Mainline Information Systems, Inc. in the amount of ninety nine thousand dollars and No/100s ($99,000.00) for additional consulting and support services to the Information Technology Department to be paid from the departmental budget, in substantially the same form as attached hereto as “Exhibit A.”

SO RESOLVED this ___ day of ______________, 2014.

ROBERT A.B. REICHERT, MAYOR

ATTEST: SHELIA THURMOND, CLERK OF COMMISSION

(SEAL)
MEMORANDUM

To:        Charles Coney,
            Assistant County Manager
            Macon-Bibb County

From:      Stephen Masteller,
            Director of Information Technology
            Macon-Bibb County

Date:      December 8, 2014

RE:        Information relating to a critical mainframe issue.

Dear Mr. Coney,

The Department of Information Technology (IT) is submitting the following mainframe information for consideration.

Background
The IBM Z9 is the mainframe computing platform that provides the operational electronic support and coordination for many of the Courts. While the various Courts are the predominant mainframe users, mainframe usage also touches other Macon-Bibb entities such as the Sheriff and Jail. In addition to usage relating to business workflow, the mainframe acts as a common host for sharing of information between the Courts, Sheriff, and Jail.

With the inheritance of the mainframe by the new Macon-Bibb IT, many documented issues have become evident. In an effort to address these known mainframe issues, lacking any mainframe operational documentation and in-house expertise required to effectively support higher-level mainframe system and programming; IT/Mainframe has engaged consultants to work in tandem with IT/mainframe staff. In addition to assisting with programming and system support, IT/Mainframe has requested that the consultants utilize their knowledge and expertise to:

- Evaluate the state of the mainframe;
- Assist mainframe staff in the reverse-engineering steps required for trouble-shooting mainframe programming issues; and,
- Make recommendations regarding a pathway forward to,
  - Prevent possible future issues,
  - Increase the effectiveness of resolving current and possible future issues, and,
  - Stabilize the mainframe operational platform.
Present
As the IT/mainframe team and the consultants have worked in unison on mainframe issues, it has become apparent and reported that years of improper mainframe management and neglect have served to compound the complexity of these efforts. In addition to the original consultants, initially tasked with trouble-shooting support and programming efforts, Mainline Computing (IBM system specialist) has also been contracted to provide higher-level system support. The primary functions of Mainline have been to:

- Inventory the mainframe system, programs, and operation in order to establish a system-level operational baseline;
- Identify configuration and system critical areas requiring adjustments and potential points of failure; and,
- Recommend a defined methodology to address these critical areas in a proactive and preventative manner.

The initial, pre-inventory, observation of Mainline confirmed that the data back-up solution in place was extremely insufficient. The "life-span" of backed-up data was very limited resulting in the information on the backups being over-written by new backed-up data too frequently. This resulted in the window for obtaining backed-up data being very limited in duration. The window for saving backed-up data has been expanded temporarily; however, a permanent backup schema will require system level modifications.

Note: While the window for backed-up data has been expanded, permanent gaps in previous/legacy backed-up information still exist before the backup adjustment was made.

Conclusion
Mainline has submitted the requested system inventory and state of the mainframe report. In addition to validating the known mainframe short-falls, Mainline has identified a highly critical and potentially catastrophic issue. This issue is the obsolescence of the mainframe operating system version. The obsolescence of the operating system version means that, if an unrecoverable system crash should occur:

- IBM will not provide support concerning fixing the mainframe until the mainframe operating system is brought current;
- The expected mainframe down-time could potentially be months;
- The extent of information/data and program loss due to corruption could be unrecoverable; and,
- Those organizational areas dependant of the mainframe would be severely crippled in their ability to conduct business.

The Department of IT has obtained a quote from Mainline to bring the present mainframe operating system current. While it is understood that a new Court system is being researched, the expected timeframe for implementing a new Court system could be (18) months or more.

Based on that understanding, IT is submitting the attached quote as a proactive and preventative measure to avert a potentially catastrophic mainframe event.
Sincerely,

Stephen Masteller  
Director IT, Macon-Bibb County

Cc:  Mr. Dale Walker  
County Manager, Macon-Bibb County
PROJECT CHANGE REQUEST (PCR) FORM

Document Description
A Project Change Request (PCR) is initiated due to a deviation from the original project scope, cost or schedule, as defined in the statement of work, subsequent change order(s) or PCRs.

Client Name
Macon-Bibb County

MSR #
#31666-07020014

Project Name
Managed Services Assist Support

Project Sponsor
Stephen Masteller

Services Practice Manager(s)
Angie Keith (on behalf of Dave Doyle)

PCR #
002

PCR Create Date
12/06/2014

PCR Exp. Date
11/30/2015

Project Manager(s)
Gina Lewis

Requestor(s)
David Jones

Justification for proposed change:
Adding 600 hours to current contract for additional work (see Scope). Client has 12 months to consume from signature date of this PCR 002.

Impact of Change Request:

Price

$99,600 for 600 hours to be consumed in 12 months at $165/ hr.

Scope

- Build Test IPAR for user acceptance testing (Estimate 100 hours)
- VSE 4.1 upgrade from 4.1 to 5.2 (Estimate 400 hours)
- Day to day requests (100 hours)

All projects noted above are estimates. Client dictates what they want done with all hours. All unused hours will expire 12 months from the client signature date.

Travel & Living Terms

No Change

Schedule

Active for 12 months from signature date of this PCR

Signature Page to Follow

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PROPRIETARY & CONFIDENTIAL
MAINLINE INFORMATION SYSTEMS, INC.
1700 Summit Lake Drive, Tallahassee, Florida 32317

Page 1 of 2

MI-0007-V2 23MAY2013

Page 5 of 22
PROJECT CHANGE REQUEST (PCR) FORM

It is understood and agreed that all services provided in accordance with this PCR are subject to the terms and conditions of the Master Services Agreement currently in effect between Macon-Bibb County ("CLIENT") and Mainline Information Systems, Inc., ("MAINLINE"), effective 07/01/2014 ("Agreement"). For the avoidance of doubt, this PCR modifies the scope, cost, or schedule of the Statement of Work ("SOW"), RSR# 31666-07072614, effective 08/01/2014. Payment for the above charge shall be paid pursuant to the terms of the Agreement.

Macon-Bibb County

BY: ________________________________
(AUTHORIZED SIGNATURE)
NAME: ________________________________
(PRINT NAME)
TITLE: ________________________________
DATE: ________________________________

MAINLINE INFORMATION SYSTEMS, INC.

BY: ________________________________
(AUTHORIZED SIGNATURE)
NAME: ________________________________
(PRINT NAME)
TITLE: ________________________________
DATE: ________________________________
Master Services Agreement

MSA Number: MIS-S070914-MC

THIS MASTER SERVICES AGREEMENT ("Agreement") effective as of 7/7/2014, is made between Mainline Information Systems, Inc., a Florida corporation ("MAINLINE"), having its principal place of business at 1700 Summit Lake Drive, Tallahassee, Florida 32317 and Macon-Bibb County ("CLIENT") having its principal place of business at 617 Mulberry St, Macon, GA 31201 (each a "Party" and collectively, the "Parties").

WHEREAS, CLIENT desires to purchase from MAINLINE and MAINLINE desires to provide to CLIENT, from time to time, the Services as further defined herein, subject to the terms and conditions of this Agreement.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereto agree as follows:

1. SCOPE OF AGREEMENT.

1.1 This Agreement is a master agreement between the Parties and contains all the terms and conditions that will govern the rights, responsibilities, and obligations of the Parties with respect to Services provided by MAINLINE to CLIENT during the term of this Agreement. Each SOW shall incorporate all the terms and conditions of this Agreement. This Agreement shall prevail over any inconsistent terms contained in any SOW. Notwithstanding the foregoing, prices, quantities, dates, schedules, and places shall be fixed by the SOW(s). All Services furnished hereunder shall be for CLIENT's and its Affiliates' Internal use within the Territory.

2. DEFINITIONS.

2.1 "Affiliate" shall mean any entity in which the other entity owns and controls more than fifty percent (50%) of the voting interests;
2.2 "Confidential information" shall mean secret processes, trade secrets, customer lists, personnel statistics, pricing methods, techniques, inventions, product/service specifications, ideas, processes, prototypes, models, drawings, marketing plans, financial data, computer programs and computer software;
2.3 "Consulting Methodology" shall mean concepts, techniques, skills, know-how, methodologies, processes, inventions and tools (including computer hardware and software where applicable) and any enhancements thereto, that Mainline uses to produce the Work Product under a SOW and which are not uniquely related to the project described in the SOW;
2.4 "Services" shall mean certain tasks and services to be provided by MAINLINE under this Agreement, such as but not limited to maintenance, engineering, installation, staging, training, data management, program management, testing and technical assistance;
2.5 "Statement of Work" shall mean the detailed description of Services to be performed as described on an executed Statement of Work ("SOW");
2.6 "Territory" shall mean the continental United States;
"Work Product" shall mean all reports, studies, flow charts, diagrams, data, documentation, or any other items identified as a deliverable in an applicable SOW, which are produced by or as a result of the Services. Excluded from the definition of Work Product is Consulting Methodology.

3. **SCOPE OF SERVICES/CHANGE ORDERS.**

3.1 MAINLINE will perform the Services set forth in the SOW. The SOW shall include, but not be limited to, a description of the nature, the scope, and an estimated schedule for the Services to be provided, the time within which the Services will be provided and all other terms and conditions relating to the Services as agreed to by the Parties.

3.2 From time to time, CLIENT may request changes to a SOW by providing MAINLINE with a written request that describes the desired change (a "Change Order"). MAINLINE will provide CLIENT with a quotation which specifies the applicable increase or decrease in the cost or the time required.

3.3 Any Change Order must be mutually agreed upon by both CLIENT and MAINLINE in writing. CLIENT shall designate an authorized CLIENT representative for making changes to a SOW, and MAINLINE shall designate an authorized MAINLINE representative.

3.4 In the event CLIENT requests or orders suspension of Services, for CLIENT's convenience, MAINLINE shall be granted schedule relief and be entitled to payment from CLIENT of the additional costs incurred by MAINLINE as a result of the suspension of performance. Such additional costs shall include, but not be limited to, all reasonable costs incurred a) by individuals employed or subcontracted by MAINLINE during the contract period such personnel are idle, b) in the redeployment of personnel to other MAINLINE's clients, and c) for deployment or substitution of personnel performing the Services.

4. **Intentionally Reserved.**

5. **PRICE/INVOICING/PAYMENT TERMS.**

5.1 The purchase price for Services ("Purchase Price") shall be as agreed by MAINLINE and CLIENT in the Statement of Work.

5.2 CLIENT agrees to make payment in full to MAINLINE for all amounts due according to MAINLINE's invoice within thirty (30) days from date of invoice. CLIENT also agrees to pay interest on all amounts that become past due. Interest will be charged as one and a half percent (1 1/2%) per month or the highest rate allowed by law, whichever is greater. If CLIENT should default on any payment(s), MAINLINE shall have the right to declare all invoice amounts immediately due and payable without notice to CLIENT. Additionally, CLIENT will be responsible for all collection costs and attorney fees incurred to collect any delinquent amount.

5.3 MAINLINE will keep accurate records pertaining to the provision of Services under a SOW for at least two (2) years from the completion of all such Services. All such records will be available for inspection by CLIENT, at a mutually agreeable time, at MAINLINE's principal place of business.
6. ADDITIONAL CHARGES

6.1 CLIENT shall pay all sales and other taxes, however designated, (except taxes based upon the income of MAINLINE) which are levied or imposed by reason of the transactions contemplated herein.

6.2 CLIENT will reimburse MAINLINE for all reasonable business expenses including, but not limited to, travel and out-of-pocket expenses incurred by MAINLINE for the provision of Services to CLIENT under a SOW.

7. USE OF CONFIDENTIAL INFORMATION.

7.1 Both Parties acknowledge that this Agreement creates a relationship of confidence and trust between MAINLINE and CLIENT with respect to the business of both Parties, including, but not limited to, both Parties’ Confidential Information. Confidential Information shall only be used by the receiving Party in its performance under this Agreement and shall not be disclosed by the receiving Party except to those employees and independent contractors who have a need to know and who have agreed in writing to maintain the confidentiality of the Confidential Information as required herein. CLIENT shall use MAINLINE’s Confidential Information only to order, evaluate, use, and maintain the Services furnished hereunder. The receiving Party shall (i) not reproduce or copy the Confidential Information in whole or in part, except as authorized in this Agreement or when requested by the disclosing Party; (ii) at the disclosing Party’s written instruction, return or destroy the Confidential information upon the termination of this Agreement or when requested to do so; or (iii) disclose the Confidential Information pursuant to a requirement of a duly empowered governmental agency or court of competent jurisdiction after due notice and adequate opportunity to intervene is given to the disclosing Party unless legally prohibited. The foregoing restrictions and obligations shall not apply to information that (i) is available to the public through no wrongful act of the receiving Party; (ii) is already in the possession of the receiving Party and not subject to any agreement of confidence between the Parties; (iii) is received from a third party; or (iv) is independently developed by or for the receiving Party without reference to the disclosing Party’s Confidential Information. Both Parties shall maintain and not alter or remove any trademark, notice of proprietary rights, copyright or other identification which indicates the other Party’s ownership interests in any Confidential Information. Each Party shall notify the other Party promptly and in writing of any unauthorized knowledge, possession, distribution, or use of any Confidential Information. The licensing or distribution of software incorporating processes or techniques that are not readily ascertainable from the normal use of the software does not constitute a public disclosure of such processes or techniques. The receiving Party agrees that, in addition to all other remedies provided at law or in equity, the disclosing Party shall be entitled to injunctive relief hereunder. The obligations of this provision shall survive for two (2) years after any termination or expiration of this Agreement.
8. REPRESENTATIONS, WARRANTIES AND LIMITATION OF LIABILITY.

8.1 MAINLINE warrants and represents that it shall comply with all applicable federal, state and local laws, regulations and rules and provide Services in a good and workmanlike manner, in accordance with generally accepted practices and procedures and in accordance with all technical specifications as contained in any SOW.

8.2 EXCEPT AS PROVIDED ABOVE OR PURSUANT TO ANY SOW, MAINLINE MAKES NO WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AS TO THOSE SERVICES PROVIDED HEREUNDER. FURTHER, AND TO THE EXTENT PERMITTED BY APPLICABLE LAW, MAINLINE DISCLAIMS ALL WARRANTIES, EXPRESS, IMPLIED AND STATUTORY, WITH RESPECT TO ANY THIRD PARTY PRODUCTS, SOFTWARE, INFORMATION OR MATERIALS ASSOCIATED WITH ANY SOW, INCLUDING WITHOUT LIMITATION WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, ACCURACY, COMPLETENESS, ERROR-FREE SERVICE, UNINTERRUPTED SERVICE, NON-INFRINGEMENT, TITLE AND NON-INFRINGEMENT.

8.3 NOTWITHSTANDING ANY PROVISION OF THIS AGREEMENT TO THE CONTRARY, ANY LOSSES OR DAMAGES AS A RESULT OF PERFORMANCE UNDER THIS AGREEMENT SHALL BE LIMITED TO THE LESSER OF (1) THE TOTAL SUM THUS FAR PAID, WITH RESPECT TO THE PARTICULAR SOW WHICH, UNDER THIS AGREEMENT, GAVE RISE TO THE LOSSES OR DAMAGES, (2) THE ACTUAL DAMAGES SUSTAINED, OR (3) ONE HUNDRED THOUSAND DOLLARS ($100,000).

8.4 UNDER NO CIRCUMSTANCES WILL MAINLINE OR ITS OFFICERS, DIRECTORS, EMPLOYEES, AFFILIATES, SUBCONTRACTORS, SUPPLIERS, SUCCESSORS, OR ASSIGNS BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, OR PUNITIVE DAMAGES OF ANY KIND OR FOR LOSS OF PROFITS, REVENUE, OR DATA WHETHER IN AN ACTION ARISING IN CONTRACT, TORT, STATUTE OR OTHERWISE, EVEN IF MAINLINE HAS BEEN APPRISED OF THE LIKELIHOOD OF SUCH DAMAGES.

9. INTELLECTUAL PROPERTY.

9.1 Unless otherwise agreed in an applicable SOW, all Work Product developed for CLIENT pursuant to this Agreement shall be the sole and exclusive property of CLIENT, upon MAINLINE's receipt of payment for such Services. Thereafter, CLIENT shall own all right, title and interest in the Work Product. Notwithstanding the foregoing, MAINLINE may develop and license work product similar to CLIENT's Work Product without any restrictions so long as such work product excludes any Client Confidential Information. All rights, title, and interest in and to the Consulting Methodology remain the property of MAINLINE. MAINLINE retains full ownership of the Consulting Methodology and is free to use the Consulting Methodology in future projects.

To the extent that any Work Product incorporates Consulting Methodology, MAINLINE hereby grants to CLIENT a non-exclusive, perpetual, revocable, worldwide, royalty-free, transferable license to use, execute, reproduce, display, perform, and distribute, among CLIENT and its Affiliates only, copies of the Consulting Methodology.
10. RELATIONSHIP OF THE PARTIES AND INSURANCE.

10.1 The Parties are independent contractors and neither Party is an employee, agent, partner, or joint venture of the other Party. Neither Party shall have the right to bind the other Party to any agreement with a third party or to incur any obligation or liability on behalf of the other Party. Each Party assumes full responsibility for its actions and the actions of its personnel in rendering performance pursuant to this Agreement, and each Party shall have some responsibility for the supervision, daily direction and control, payment of salary (including withholding of income taxes and social security), worker's compensation, disability benefits and the like of its personnel. Each Party assumes full responsibility for the acts of all its subcontractors.

10.2 MAINLINE maintains the following insurance coverage: (i) commercial general liability insurance with limits of $1,000,000 each occurrence and $1,000,000 general aggregate; (ii) business automobile liability insurance covering all vehicles used in the operations of MAINLINE with limits of liability of $500,000 combined single limit for bodily injury and property damage, (iii) workers' compensation insurance as required by laws and regulations applicable to and covering employees of MAINLINE performing under this Agreement; (iv) employers liability for employee bodily injury arising out of the master-servant relationship with limits of $500,000 for each accident; and (v) professional liability insurance of $1,000,000 each occurrence.

Except for the Workers Compensation and Professional Liability policies, and where not permitted by law or regulation, CLIENT shall be listed (or "included") as an additional insured on each policy with respect to losses or claims referred to herein. Upon written request, CLIENT shall be provided with a certificate of insurance providing evidence thereof. MAINLINE shall immediately notify CLIENT of any cancellation notice received from any of the insurance carriers.

10.3 Both MAINLINE and CLIENT are free to enter into similar agreements with others, set their own prices, and conduct their business in whatever way they choose, provided that there is no interference with performing the obligations under this Agreement.

11. TERM AND TERMINATION.

11.1 This Agreement will commence on the date set forth above and shall remain in full force, unless earlier terminated by either Party in accordance with the terms and conditions of this Agreement.

11.2 Either Party will have the right to terminate this Agreement, in whole, including any or all SOWs, if: (i) the other Party breaches any material term or condition of this Agreement and fails to cure such breach within thirty (30) days after written notice of such breach, except payment obligations, for which there is no cure period; (ii) the other Party becomes the subject of a voluntary petition in bankruptcy or any voluntary proceeding relating to insolvency, receivership, liquidation, or composition for the benefit of creditors; or (iii) the other Party
becomes the subject of an involuntary petition in bankruptcy or any involuntary proceeding relating to insolvency, receivership, liquidation, or composition for the benefit of creditors, if such petition or proceeding is not dismissed within thirty (30) days of filing; or (iv) the other Party ceases to do business, or otherwise terminates its business operations.

11.3 Either Party may terminate the Agreement without cause by providing the other Party with written notification thirty (30) days prior to the effective date of such termination.

11.4 Upon termination, CLIENT will pay MAINLINE those amounts due to MAINLINE. CLIENT will also reimburse those expenses of MAINLINE which were incurred prior to termination. In addition to such reimbursement of expenses, should CLIENT terminate a SOW, in whole or in part, less than seven (7) calendar days prior to the date MAINLINE is scheduled to commence performance of Services, then CLIENT shall pay MAINLINE a termination fee as set forth in the SOW or, if no such fee is specified in the SOW, a termination fee of 15% of the price of the Services terminated, which CLIENT hereby agrees to pay.

12. NON-SOLICITATION OF EMPLOYEES.

12.1 For the term of this Agreement and for a period of twelve (12) months following the expiration of the same (the "Non-solicitation Period"), both parties agree not to directly solicit or seek to influence, induce, or attempt to induce any person employed or contracted by the other party for the purposes of employment or contract without express written permission of the other party. During the Non-solicitation Period, if CLIENT hires a person employed or contracted by MAINLINE without MAINLINE’s written consent, then CLIENT will pay to MAINLINE, as liquidated damages, an amount equivalent to seventy-five percent (75%) of such person’s starting annual salary, unless otherwise agreed. Such liquidated damages shall be paid by CLIENT to MAINLINE within thirty (30) days following the date upon which the person begins his or her new employment relationship. Notwithstanding the foregoing, this Section 12.1 shall not preclude either party from hiring any person employed by the other party where such person independently responds to an employment opportunity transmitted by the other party to the general public (such as newspaper, magazine, broadcast, Internet, or employment agencies).

13. NOTICES.

13.1 All notices (including requests, consents or waivers) made under this Agreement shall be in writing and sent by courier, prepaid registered mail, or delivered by hand. MAINLINE will send notices to the CLIENT at the address listed at the beginning of this Agreement. CLIENT will send notices to MAINLINE as follows: Corporate Counsel, 1700 Summit Lake Drive, Tallahassee, Florida 32317. Either Party may change its notice address by proper notice to the other Party.
14. INDEMNIFICATION.

14.1 Subject to limitations on liability contained in this Agreement, MAINLINE shall defend, indemnify and hold CLIENT, its agents, employees, affiliates, officers and directors, harmless from and against any third party claim relating to bodily injury or damage to tangible personal property or real property (including reasonable attorneys’ fees), proximately caused by MAINLINE’s negligent performance under this Agreement and any SOW, provided: (1) CLIENT notifies MAINLINE promptly in writing of any such claim; (2) CLIENT provides reasonable assistance in defending the action; and (3) MAINLINE has the sole right to control the defense of such suit provided, however, MAINLINE shall not enter into a settlement agreement or judicial decree without CLIENT’s consent which consent shall not be unreasonably withheld.

14.2 Subject to limitations of liability contained in this Agreement, CLIENT shall defend, indemnify and hold MAINLINE, its agents, employees, affiliates, officers and directors harmless from and against any third party claim relating to bodily injury or damage to tangible personal property or real property (including reasonable attorneys’ fees), proximately caused by CLIENT’s negligent performance under this Agreement and any SOW, provided: (1) MAINLINE notifies CLIENT promptly in writing of any such claim; (2) MAINLINE provides reasonable assistance in defending the action; and, (3) CLIENT has the sole right to control the defense of such suit provided, however, CLIENT shall not enter into a settlement agreement or judicial decree without MAINLINE’s consent which consent shall not be unreasonably withheld.

15. GENERAL PROVISIONS

15.1 FORCE MAJEURE. Neither Party shall be liable for any delays in the performance of any of its obligations hereunder due to causes beyond its reasonable control, including, but not limited to acts of God, war, terrorism, riot, embargoes, acts of civil or military authorities, fire, floods, earthquakes, or strikes (each a “force majeure event”), provided that such Party gives prompt written notice thereof to the other Party. The time for performance will be extended for a period equal to the duration of the force majeure event.

15.2 GOVERNING LAW/VENUE. Exclusive venue for any dispute shall be Leon County, Florida. The applicable law governing this Agreement shall be Florida law. THE PARTIES WAIVE ALL RIGHTS TO TRIAL BY JURY IN ANY CLAIM, ACTIONS, PROCEEDING, OR COUNTERCLAIM BY EITHER PARTY AGAINST THE OTHER ARISING OUT OF OR IN ANY WAY CONNECTED WITH THIS AGREEMENT.

15.3 DISPUTE RESOLUTION. In the event of a dispute between the Parties related to this Agreement or a deliverable listed in a specific SOW under this Agreement, the Parties shall attempt to resolve the dispute between the operations personnel of the Parties. Failing resolution at that level, the Parties shall refer the dispute to management who will meet, by phone or in person, to resolve the dispute. If after thirty (30) days following referral of the dispute to management the dispute remains unsettled, either Party may file a legal action, subject to Section 15.2, above.

15.4 SEVERABILITY. If any provision of this Agreement is held to be illegal, invalid, or unenforceable
under present or future laws effective during the term of this Agreement, in lieu of such illegal, invalid, or unenforceable provision, there shall be added automatically as part of this Agreement a provision as similar in terms to such illegal, invalid, or unenforceable provisions as may be possible and be legal, valid, and enforceable.

15.5 PARAGRAPH HEADINGS AND INTERPRETATION. The paragraph headings contained herein are for reference only and will not be considered substantive parts of this Agreement. The use of the singular or plural shall include the other form. Similarly, when applicable, a reference to one gender shall include the other.

15.6 NO WAIVER. Upon a Party's breach or default hereunder, the other Party’s failure, whether single or repeated, to exercise a right hereunder shall not be deemed to be a waiver of that right as to any future breach or default.

15.7 EXCLUSIVE REMEDIES. Each Party agrees that the remedies set forth herein shall be the exclusive remedies available to each Party.

15.8 ASSIGNMENT. Neither Party may assign this Agreement or any rights granted in this Agreement to any third party in whole or in part, except with the prior written consent of the other Party, which consent shall not be unreasonably withheld.

15.9 TRADEMARKS. Neither Party shall, at any time, utilize the other's name or any trademark(s), service mark(s) or trade name(s) in any advertising or publicity without the prior written consent of the other.

15.10 COMPLIANCE WITH LAWS. Each Party shall, at its own expense, comply with any governing law, statute, ordinance, administrative order, rule or regulation relating to its duties, obligations and performance under this Agreement and shall procure all licenses and pay fees and other charges required thereby.

15.11 COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which together shall constitute one and the same instrument.

15.12 SURVIVAL. Sections 5 through 9, 12, 14, 15.2, 15.3, 15.7 and 15.9 shall survive any termination or expiration of this Agreement.

15.13 COMPLETE AGREEMENT. This Agreement constitutes the exclusive and entire agreement between the Parties with respect to its subject matter, and as of the effective date, supersedes all prior or contemporaneous agreements, negotiations, representations and proposals of any kind, whether written, oral, express or implied, relating to its subject matter. Any unilateral terms or conditions on any materials that CLIENT regularly uses (e.g., pre-printed materials, order forms, invoices, browse-wrap or click-wrap terms and conditions) will be null and void and of no consequence whatsoever in interpreting the Parties’ legal rights and responsibilities as they pertain to products or services provided by MAINLINE. The Parties agree that unless other terms are specifically acknowledged or initialed by a MAINLINE officer, or an employee to whom
MAINLINE's Board of Directors has delegated the authority to sign contracts on behalf of MAINLINE, the terms and conditions found herein shall prevail.

[SIGNATURE PAGE FOLLOWS]
IN WITNESS WHEREOF, the Parties hereto have signed this Agreement as of the date indicated below.

CLIENT: Macon-Bibb County

Authorized Signature

Name: Dale M. Walker
Print Name

Title: County Manager

Date: 7/31/14

MAINLINE INFORMATION SYSTEMS, INC.

Authorized Signature

Name: __________________________
Print Name

Title: __________________________

Date: __________________________

Please Return Entire Document (All Pages) to:
Services Contracts Administrator
MAINLINE INFORMATION SYSTEMS, INC.
1700 Summit Lake Drive
Tallahassee, FL 32317

Fax: 888-242-9497
Email: Services.Contracts@Mainline.com
Website: www<mainline.com

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]
**Statement of Work**

**SUPPORT SERVICES**

---

**Overview:**

MAINLINE will provide a combination of onsite and remote system programming support to enable CLIENT’s staff to focus on new initiatives and business goals. MAINLINE offers four (4) levels of Managed Services, depending on CLIENT's needs: Level 1 – Advise Services; Level 2 - Assist Services; Level 3 - Administer Services; and Level 4 – Administer Plus Services (collectively the "Managed Services"). MAINLINE will work with CLIENT to determine which level is most appropriate for CLIENT’s needs based upon the Description of Managed Services table below:

<table>
<thead>
<tr>
<th>DESCRIPTION OF MANAGED SERVICES</th>
<th>Service</th>
<th>Administer</th>
<th>Administer Plus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statement of Work Term (in Months)</td>
<td>12</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>Minimum Allowance of Hours per Year</td>
<td>50</td>
<td>100</td>
<td>240 x</td>
</tr>
<tr>
<td>Invoicing</td>
<td>Prepay x</td>
<td>Prepay x</td>
<td>Monthly x</td>
</tr>
<tr>
<td>Welcome call to provide CLIENT an overview of Service expectations &amp; engagement process</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Point of Contact - Mainline Resource</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Remote administration support: Monday-Friday 8am-5pm, CLIENT local time (&quot;Standard Hours&quot;)</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Analysis &amp; recommendations regarding best course of action</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Skill &amp; knowledge transfer</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Access to MAINLINE toll-free number</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Access to MAINLINE online ticketing system</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Scheduled maintenance</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Health Check &amp; Review / Standard Reporting</td>
<td>Single</td>
<td>Bi-Annual</td>
<td>Quarterly</td>
</tr>
<tr>
<td>Non Standard Hours Support</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>24x7 Severity 1 support</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Status Reports</td>
<td>Quarterly</td>
<td>Monthly</td>
<td>Weekly</td>
</tr>
<tr>
<td>On-site Services offered</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Ongoing software installation support and upgrades</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Development &amp; maintenance of environmental documentation</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Operational Documentation</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Dedicated subject matter experts</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Report generation directed by CLIENT</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Complex schedules to meet demand</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

Notes:

1. Minimum Allotment of Support may be allocated on a monthly or annual basis, accordingly:
   a. Monthly Basis Example: 20 hours per month for 12 months = Annual Allotment of Hour 240
   b. Annual Basis Example: 240 hours to be consumed at CLIENT direction over the course of 12 months
2. Prepaid - Unused hours at end of year will not be reimbursed, nor reallocated to another project.
3. Administer or Administer Plus Services shall be invoiced on a monthly basis (see Note 1 above), accordingly:
   a. Invoicing Example for l.b. above: CLIENT to be invoiced for 20 hours per month, plus any overages within a given month. Unused hours within any given month do not roll over to next month or to another project.
   b. Invoicing Example for 1.b. above: CLIENT to be invoiced each for hours consumed within the month. Unused Allotment hours will be invoiced in twelfth invoice and may not be applied to another project.
4. Non Standard Hours Support require 2 weeks advance notice and are billed at the average rate (see Pricing Section)
5. 24x7 Severity 1 support - Hours billed against Allotment (see Pricing Section)
6. On Site Support - 2 weeks advance notice required. Travel & Living will billed separately at actual cost.
7. Operational Documentation - Develop & maintain guide - e.g., D1 Guides, IPL Procedures and Runbooks etc.

---

**IMPROVE SERVICE. MANAGE COST. REDUCE RISK.**

---

Presented by: David Jones
Account Executive
Phone 770-330-6345
David.Jones@Mainline.com

---

Page 1 of 3
Statement of Work

SUPPORT SERVICES

Pricing & Terms

<table>
<thead>
<tr>
<th>SERVICES</th>
<th>Managed Services</th>
<th>Allotment Min Hours</th>
<th>Allotment (in Hours)</th>
<th>Hourly Rate</th>
<th>Payment Terms</th>
<th>Total</th>
</tr>
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<tbody>
<tr>
<td>Advise</td>
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<td>$20</td>
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<td>$</td>
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<td>Assist</td>
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<td>Administer</td>
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<td>Administer</td>
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<td>$0</td>
<td>Hours billed as consumed</td>
<td></td>
</tr>
</tbody>
</table>

ESTIMATED TRAVEL & LIVING EXPENSES ($2,000 per trip) 4

GRAND TOTAL 5, 6 $ 16,500

PRICING NOTES:
1. If efforts exceed the Allotment defined above, CLIENT will be invoiced the Overage Hourly Rate which equals Hourly Rate + $10
2. Monthly Payment Terms for Monthly Allotment plus any overages incurred. Unused hours do not roll over to next month nor to another project. The start date for this SOW will begin the 1st of the following month, regardless of the date of signature. If CLIENT requires immediate support prior to the 1st of the month, hours consumed (in one-hour increments) prior to the 1st of the month shall be invoiced at the Hourly Rate above and added to the 1st month’s invoice.
3. Hours billed monthly as consumed; Travel & Living billed monthly at actual cost. (“Trip” = Minimum of three (3) to maximum of five (5) consecutive business days)
4. Unless otherwise stated, all pricing, quotes, and invoicing will be in US dollars.
5. Price is valid for 120 days and subject to applicable taxes.

Dependencies & Terms
- This SOW is subject to the terms and conditions of the Master Services Agreement, MSAMMIS-5070914-MC ("Agreement"), which is incorporated by reference. Additionally, CLIENT agrees to comply with the additional provisions set forth at http://mainline.com/sow.
- The SOW shall be in full force and effect for a period of twelve (12) months from the Start Date, unless otherwise terminated in accordance with the terms and conditions of the Agreement.
- For PO driven accounts, CLIENT accepts financial responsibility for paying the Overage Hourly Rate and Travel & Living expenses incurred in any given month and will provide MAINLINE invoicing instructions. In the event that CLIENT is PO driven, then please return a copy of your PO along with this signed SOW.
- This SOW shall automatically renew for additional periods consisting of twelve (12) months until one party provides the other party with 60 days written notice of termination.
- CLIENT agrees MAINLINE may subcontract performance of any part of this SOW to subcontractors selected by MAINLINE.
- Per the Agreement any suspension, rescheduling, or termination of the Services may subject CLIENT to a fee.

IN WITNESS HEREOF, CLIENT and MAINLINE have caused this SOW to be executed by their duly authorized signatures.

MACON - BIBB COUNTY

BY: [Signature]

NAME: Dale M. Wacker

TITLE: Country Manager

MAINLINE INFORMATION SYSTEMS, INC.

BY: [Signature]

NAME: [Printed]

TITLE: [Printed]

--- IMPROVE SERVICE. MANAGE COST. REDUCE RISK. ---

Presented by: David Jones
Account Executive
Phone #770-373-6345
David.Jones@Mainline.com
Statement of Work

SUPPORT SERVICES

DATE: ___________________________ DATE: ___________________________

Appendix

Not Applicable
**Statement of Work**

**SUPPORT SERVICES**

**Overview:**

MAINLINE will provide a combination of onsite and remote system programming support to enable CLIENT's staff to focus on new initiatives and business goals. MAINLINE offers four (4) levels of Managed Services, depending on CLIENT’s needs: Level 1 - Advise Services; Level 2 - Assist Services; Level 3 - Administer Services; and Level 4 - Administer Plus Services (collectively the "Managed Services"). MAINLINE will work with CLIENT to determine which level is most appropriate for CLIENT's needs based upon the Description of Managed Services table below:

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<tr>
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<th>Administer Plus</th>
</tr>
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<tbody>
<tr>
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<td>12</td>
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</tr>
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<td>Minimum Allotment of Hours per Year</td>
<td>50</td>
<td>100</td>
<td>240</td>
</tr>
<tr>
<td>Monthly billed*</td>
<td>X</td>
<td>Prepay</td>
<td>Monthly</td>
</tr>
<tr>
<td>Welcome call to provide CLIENT an overview of Service expectations &amp; engagement process</td>
<td>X</td>
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<td>X</td>
<td>X</td>
<td>X</td>
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<tr>
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<td>X</td>
<td>X</td>
<td>X</td>
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<tr>
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<td>X</td>
<td>X</td>
</tr>
<tr>
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<td>See Appendix</td>
<td>See Appendix</td>
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Notes:
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   a. Monthly Basis Example: 20 hours per month for 12 months = Annual Allotment of Hours of 240
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7. Operational Documentation - Develop & maintain guide - I.E., DR Guides, ITI Procedures and Runbooks etc.
Statement of Work

SUPPORT SERVICES

Pricing & Terms

<table>
<thead>
<tr>
<th>Discovery Phase:</th>
<th>$6,600 for 40 hours of Discovery work at $165.00 an hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel and Living Billed at Cost</td>
<td></td>
</tr>
</tbody>
</table>

PRICING NOTES:
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3. Hours billed monthly as consumed; Twelfth Invoice to include any unused hours from Annual Allotment.
4. Travel & Living billed monthly at actual cost. ("Trip" = Minimum of three (3) to maximum of five (5) consecutive business days)
5. Unless otherwise stated, all pricing, quotes, and invoicing will be in US dollars.
6. Price is valid for 120 days and subject to applicable taxes.

Dependencies & Terms

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- CLIENT agrees MAINLINE may subcontract performance of any part of this SOW to subcontractors selected by MAINLINE.
- Per the Agreement any suspension, rescheduling, or termination of the Services may subject CLIENT to a fee.

IN WITNESS WHEREOF, CLIENT and MAINLINE have caused this SOW to be executed by their duly authorized signatures.

MACON - BIBB COUNTY

BY: [AUTHORISED SIGNATURE]

NAME: DALE M. WALKER
(PRINTED)

TITLE: COUNTRY MANAGER

DATE: 7/31/14

MAINLINE INFORMATION SYSTEMS, INC.

BY: [AUTHORISED SIGNATURE]

NAME: [PRINTED]

TITLE: [PRINTED]

DATE: [PRINTED]

--- IMPROVE SERVICE. MANAGE COST. REDUCE RISK. ---

Presented by: David Jones
Account Executive
AE Phone #770-330-6345
David.Jones@Mainline.com
Page 2 of 3
Appendix

Discovery Phase: CLIENT requested an evaluation of their environment before the Managed Services are performed. Mainline recommends forty (40) hours, consisting of three (3) days onsite and two (2) days remote work to document exposures and determine what needs to be done for the VSE software upgrade before performing the work. Travel and Living will be billed at cost to CLIENT.
AN ORDINANCE OF THE MACON-BIBB COUNTY COMMISSION, AMENDING CHAPTER 4 ALCOHOLIC BEVERAGES OF THE MACON-BIBB COUNTY CODE OF ORDINANCES TO MAKE THE DISTANCE REQUIREMENTS FOR THE SALE OF WINE AND MALT BEVERAGES NEAR CHURCHES CONSISTENT WITH STATE LAW; TO PROVIDE FOR REPEAL OF CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND TO PROVIDE FOR OTHER LAWFUL PURPOSES.

WHEREAS, the Macon-Bibb County Commission desires to amend Section 4-122 of the Macon-Bibb County Code of Ordinances to make the distance requirements related to the sale of wine and malt beverages consistent with state law;

NOW, THEREFORE, BE IT ORDAINED by the Macon-Bibb County Commission and it is hereby so ordained by the authority of the same that:

Section 1.

Paragraph (a) of Sec. 4-122, titled “Distances from Certain Uses,” of Chapter 4 is amended by deleting the stricken text as follows:

Sec. 4-122. Distances from certain uses.

(a) No license for retail sales of wine and malt beverages shall be issued under this article where the location of the business is within 300 feet of any of the following: a church, school ground, school building, or college campus, an alcoholic treatment center, or a public library or any branch thereof. The distance prescribed in this section shall be measured in a straight line from the nearest corner of the building housing the place of business to the nearest corner of the building housing such church, library or branch, or to the nearest corner of the school ground or college campus.

Section 2. Severability.

Should any section, subsection, clause, sentence, phrase, or part of this Ordinance for any reason be held, deemed, or construed to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions thereof and the Macon-Bibb County Commission hereby declares that it would have passed this Ordinance, each section, subsection, clause, sentence, phrase, and part thereof irrespective to the fact that one or more sections, subsections, clauses, sentences, phrases, or parts thereof, be declared unconstitutional or invalid.
Section 3. Effective Date and Repealer Provision.

This Ordinance shall become effective immediately upon its adoption and any and all existing or pre-existing Macon-Bibb County alcohol ordinances, amendments, and resolutions in conflict with the terms of this Ordinance are hereby repealed.

SO ORDAINED this _____ day of __________________, 2014.

___________________________________________
ROBERT A.B. REICHERT, MAYOR

ATTEST:

SHEILA THURMOND, CLERK OF THE COMMISSION
### Agenda Item Details

<table>
<thead>
<tr>
<th>Meeting</th>
<th>Jan 06, 2015 - MACON-BIBB COUNTY REGULAR COMMISSION MEETING</th>
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<tbody>
<tr>
<td>Category</td>
<td>9. OLD BUSINESS</td>
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<tr>
<td>Subject</td>
<td>E. Approval of Retirements: Carl Hart - Law Enforcement (36 yrs. 2 mos.) Elizabeth Jordan - General (30 yrs. 11 mos.) Ronnie Lord - General (12 yrs. 11 mos.) Jane Reeves - Magistrate Court (25 yrs. 11 mos.) Charles Sanfarrare - Law Enforcement (20 yrs. 8 mos.) William Simpson - Information Technology (39 yrs. 5 mos.) Franklin Thomas - Law Enforcement (26 yrs. 5 mos.) John Daniel Thompson - General (13 yrs. 7 mos.) Shelia Thurmond - Clerk's Office (32 yrs. 5 mos.) Belgica Wall - Human Resources (11 yrs. 11 mos.)</td>
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<td>Access</td>
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<td>Type</td>
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<tr>
<td>Recommended Action</td>
<td>Operations and Finance Committee recommends approval.</td>
</tr>
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### Public Content

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### Administrative Content

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### Executive Content

Last Modified by Jean Howard on December 29, 2014
A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE ACCEPTANCE OF THE HAZARD MITIGATION ASSISTANCE GRANT AWARD IN THE AMOUNT OF $24,000 WITH A FEDERAL SHARE OF $18,000 AND LOCAL (IN KIND) MATCH OF $6,000 FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY AWARDED TO THE MACON-BIBB COUNTY EMERGENCY MANAGEMENT AGENCY; AND FOR OTHER PURPOSES.

WHEREAS, the Hazard Mitigation Award is funded by the Federal Emergency Management Agency Grant and provides funding to update the Macon-Bibb County Multi-Jurisdictional Hazard Mitigation Plan to meet the federal requirements of the Disaster Mitigation Act of 2000; and

WHEREAS, the Macon-Bibb County Emergency Management Agency (EMA) has been awarded in the amount of $24,000 with a Federal Share of $18,000 and a Local (In Kind) Match of $6,000; and

WHEREAS, the grant funds associated with the Hazard Mitigation Award may be used to provide contractor and labor fees to update Macon-Bibb County’s Multi-Jurisdictional Hazard Mitigation Plan to meet the federal requirements of the Disaster Mitigation Act of 2000; and

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by authority of the same that the acceptance of the Hazard Mitigation Assistance Grant in the amount of $24,000 is hereby authorized and that the Mayor shall be authorized to take any and all actions necessary to effectuate acceptance of the said grant.

SO RESOLVED this _____ day of ________________, 2014.

______________________________
ROBERT A.B. REICHERT, MAYOR

ATTEST: _______________________
SHEILA THURMOND, CLERK OF COMMISSION
November 17, 2014

Honorable Robert Reichert  
Chairman  
Bibb County Board of Commissioners  
700 Poplar Street, Room 201  
Macon, Georgia 31201

Dear Commissioner Reichert:

On behalf of Governor Nathan Deal, it is my pleasure to inform you that a Hazard Mitigation Assistance (HMA) Award has been approved by the Federal Emergency Management Agency. The grant will be used to update the Bibb County Multi-Jurisdictional Hazard Mitigation Plan to meet the federal requirements of the Disaster Mitigation Act of 2000. The total approved cost is $24,000 with a federal share of $18,000, and a local share of $6,000.

These funds are subject to the execution of the enclosed Grantee-Subgrantee Agreement. Please sign and return both copies of the agreement, and a fully executed copy will be returned to you later for your files.

Thank you for your commitment to protect Georgia citizens. I appreciate your efforts to ensure that Georgia continues to be a safer place for us to live and raise our families. By working together, we are continuing to reduce the impacts caused by natural hazards. Should you have any questions regarding this grant, please contact Terry Lunn, Hazard Mitigation Division Director, at (404) 635-7016.

Sincerely,

Terry Hall  
Charley English

cc/dl
Enclosures  
cc: Donald L. Pruitt, Director  
Bibb County Emergency Management Agency  
Rd Westbrook, Area Coordinator  
Georgia Emergency Management Agency

RECEIVED
OFFICE OF THE MAYOR:

Page 2 of 3
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A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE ACCEPTANCE OF THE STATE OF GEORGIA ACCOUNTABILITY COURTS FUNDING SUPPLEMENTAL GRANT AWARD IN THE AMOUNT OF $18,811 WITH A STATE SHARE OF $16,930 AND LOCAL (IN KIND) MATCH OF $1,881 FROM THE CRIMINAL JUSTICE COORDINATING COUNCIL AWARDED TO THE MACON JUDICIAL CIRCUIT MENTAL HEALTH COURT; AND FOR OTHER PURPOSES.

WHEREAS, the Accountability Court Award is funded by the Accountability Court Grant and provides funding to the Macon Judicial Circuit Mental Health Court; and

WHEREAS, the Macon Judicial Circuit Mental Health Court has been awarded in the amount of $18,811 with a State Share of $16,930 and a Local (In Kind) Match of $1,881; and

WHEREAS, the grant funds associated with the Accountability Court Award may be used to provide group MRT services, drug testing services, and supplies for the Macon Judicial Circuit Mental Health Court; and

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by authority of the same that the acceptance of the Accountability Courts Grant in the amount of $18,811 is hereby authorized and that the Mayor shall be authorized to take any and all actions necessary to effectuate acceptance of the said grant.

SO RESOLVED this ___ day of _______________, 2014.

______________________________
ROBERT A.B. REICHERT, MAYOR

ATTEST:

______________________________
SHEILA THURMOND, CLERK OF COMMISSION
November 21, 2014

Judge Verda Colvin
Macon-Bibb County Mental Health Court
780 3rd Street
Macon, GA 31201

Dear Judge Colvin,

Congratulations! I am pleased to inform you that the Accountability Court Grant Funding Committee has awarded a supplementary grant to Macon-Bibb County Mental Health Court in the amount of $16,930. This grant is effective January 1, 2015.

Enclosed is the supplemental award document that must be signed by the authorized official and returned to the Criminal Justice Coordinating Council at the following address:

Accountability Court Grant
Criminal Justice Coordinating Council
104 Marietta Street, Suite 440
Atlanta, GA 30303

If you have any questions regarding this award or the administration of your project, please feel free to contact Ursula Kelley (404) 657-1968 or ursula.kelley@cjcc.ga.gov. I look forward to working with you and thank you for your service to the State of Georgia.

Sincerely,

[Signature]

Jacqueline Bunn
Executive Director
3 of 3
Black
A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION TO RE-APPOINT COMMISSIONER GARY BECHTEL AND GENE DUNWODY SR. TO THE MACON ECONOMIC DEVELOPMENT COMMISSION; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, Section 4.2 of the bylaws of the Macon Economic Development Commission, as revised in 2014, state that the Mayor of the City of Macon-Bibb County, Georgia, shall appoint two (2) persons to the Board of Directors after obtaining the necessary approval by a majority vote of the Macon-Bibb County Board of Commissioners; and

WHEREAS, Section 4.3 of the bylaws of the Macon Economic Development Commission, as revised in 2014, state the persons appointed by the Mayor shall serve at the pleasure of the Mayor, but not longer than the term or the appointing Mayor.

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same that, pursuant to the Macon Economic Development Commission bylaws, Mayor Robert Reichert's re-appointment of Commissioner Gary Bechtel and Gene Dunwody Sr. to the Macon Economic Development Commission is hereby approved and confirmed.

SO RESOLVED this ______ day of ________________, 2014.

__________________________
ROBERT A.B. REICHERT, MAYOR

ATTEST:

__________________________
SHELIA THURMOND, CLERK OF COMMISSION
A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION TO RE-APPOINT VIOLET POE TO THE MACON-BIBB COUNTY TRANSIT AUTHORITY; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, the Macon-Bibb County Transit Authority was established pursuant to Ga. Laws 1980, p. 4313; and

WHEREAS, the governing and administrative body of the authority consists of a board appointed by the Mayor and approved by the Commission; and

WHEREAS, members of the board must be residents of Macon-Bibb County for the entire term of their appointment and shall be at least twenty-five (25) years of age; and

WHEREAS, members of the board serve for terms of office of five (5) years and are eligible for reappointment; and

WHEREAS, Violet Poe will be re-appointed to the Macon-Bibb County Transit Authority to serve for a period of five (5) years; and

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same, the Mayor's re-appointment of Violet Poe to serve on the Macon-Bibb County Transit Authority for a term of five (5) years is hereby approved by the Macon-Bibb County Commission.

SO RESOLVED this ___ day of ______________, 2014.

By: _________________________
ROBERT A.B. REICHERT, Mayor

Attest: _______________________
SHERRIA THURMOND, Clerk of Commission

(SEAL)
A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION TO APPOINT TOM SANDS AND TO RE-APPOINT GENE DUNWODY JR. TO THE MACON-BIBB COUNTY URBAN DEVELOPMENT AUTHORITY; AND FOR OTHER PURPOSES.

WHEREAS, the Macon-Bibb County Urban Development has been created pursuant to local Macon-Bibb County Ordinance Section 2-820; and

WHEREAS, the Macon-Bibb County Urban Development Authority has been designated as the sole redevelopment agency for the purposes of acting for an on behalf of the Macon-Bibb County government; and

WHEREAS, members of the Urban Development Authority may complete an unexpired term and serve two (2) consecutive four (4) year terms, and said appointments shall be approved by the Macon-Bibb County Commission; and

WHEREAS, Gene Dunwody Jr., has previously served one (1) term of four (4) years on the Urban Development Authority, and is eligible for reappointment; and

WHEREAS, Tom Sands will be appointed to the Urban Development Authority as a replacement for Ed Grant who is currently ineligible for reappointment having served two (2) consecutive terms of four (4) years; and

WHEREAS, Gene Dunwody Jr. and Tom Sands possess the necessary qualifications for appointment to the Urban Development Authority and have been recommended to serve; and

WHEREAS, Gene Dunwody Jr. and Tom Sands shall be appointed to serve on Urban Development Authority, with said appointment term to expire after a period of four (4) years; and
NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same, the Mayor's appointment of Gene Dunwody Jr. and Tom Sands to serve on the Urban Development Authority for a term of four (4) years is hereby approved by the Macon-Bibb County Commission.

SO RESOLVED this ____ day of ______________, 2014.

By:

ROBERT A.B. REICHERT, Mayor

Attest:

SHELIA THURMOND, Clerk of Commission

(SEAL)
A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION TO REQUIRE THE NAMED LICENSEE OF THE WINGS CAFÉ AT 2822 BLOOMFIELD DRIVE TO APPEAR BEFORE THE MACON-BIBB COUNTY MUNICIPAL COURT FOR VIOLATION OF SEC. 4-53 OF THE INAUGURAL CODE OF ORDINANCES FOR MACON-BIBB COUNTY; TO DETERMINE WHETHER TO SUSPEND OR REVOKE ANY ALCOHOLIC BEVERAGE LICENSE ISSUED TO SAID LOCATION; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, the establishment known as the Wings Café is licensed under Chapter Four of the Inaugural Code of Ordinances of Macon-Bibb County for the sale of alcoholic beverages; and

WHEREAS, in accordance with Section 4-52 any alcoholic beverage license may be suspended or revoked by the Macon-Bibb County Commission, or its designee for cause shown; and

WHEREAS, Section 4-52 of the Code of Ordinances requires a hearing before the commission or its designee, after three days written notice, to inquire as to whether or not just cause exists to suspend or revoke said license and said hearing may be conducted by either the commission or by one of its committees or by its designee; and

WHEREAS, pursuant to Sec. 4-53(b) numerous occurrences of violent activity have taken place at Wings Café during the last 12 months, including but not limited to a shooting on December 12, 2014, which injured four (4) individuals and claimed the lives of two (2) individuals; and

WHEREAS, Sec. 4-53 specifies that two or more occasions, within a period of 12 months of fights, disorderly conduct, drunkenness, breach of peace, and other similar conduct committed by licensee or customers shall be considered just cause for the suspension or revocation of any alcoholic beverage license; and

WHEREAS, Sec. 4-53(c) establishes that the burden of proof during the hearing shall be by the preponderance of the evidence; and

WHEREAS, the commission wishes to designate the Macon-Bibb County Municipal Court Judge as its designee to hold the hearing regarding the suspension or revocation of any alcoholic beverage licenses for this location and issue a decision in this matter; and

WHEREAS, this resolution will benefit and promote the health, safety, morals, and welfare of the citizens of Macon-Bibb County.
ATTACHMENT 3A

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same that the Macon-Bibb County Commission designates the Macon-Bibb County Municipal Court Judge as its designee to conduct a hearing as to whether or not just cause exists to suspend or revoke the alcoholic beverage license(s) issued to the licensee of the Wing’s Café at 2822 Bloomfield Drive, to authorize the Sheriff’s Office to notify the licensee of the hearing at least three days prior to said hearing and, to suspend and/or revoke said alcoholic beverage licenses if just cause is shown.

SO RESOLVED this ____ day of ________________, 2014.

________________________________________
ROBERT A.B. REICHERT, MAYOR

ATTEST:
________________________________________
SHELIA THURMOND, CLERK OF COMMISSION
A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE MAYOR TO EXECUTE A TWENTY FOUR MONTH LEASE AGREEMENT BETWEEN MACON-BIBB COUNTY AND CONGRESSMAN SANFORD BISHOP FOR 1800 SQUARE FEET OF OFFICE SPACE LOCATED ON THE THIRD FLOOR OF THE GOVERNMENT CENTER ANNEX FOR $1,000/MONTH FOR THE PURPOSE OF GENERAL OFFICE USE; AND FOR OTHER PURPOSES.

WHEREAS, Congressman Sanford Bishop has established a local district office in downtown Macon, and.

WHEREAS, the Congressman's Macon district office is in the Government Center Annex; and

WHEREAS, Macon-Bibb County and Congressman Bishop have negotiated a monthly rental rate of one thousand dollars for the office space covered by this lease, and

WHEREAS, the term of this lease will be January 2015 through January 2017, corresponding with Congressman Bishop's current term; and

WHEREAS, the Macon-Bibb County would greatly benefit from the location of Congressman Bishop's local district office in downtown Macon.

NOW, THEREFORE BE IT RESOLVED by the Macon-Bibb County Commission and it is hereby so resolved by the authority of the same that the Mayor is authorized to execute a lease agreement between the Macon-Bibb County and Congressman Sanford Bishop for one thousand eight hundred (1,800) square feet of office space located on the third floor of the Government Center Annex for the purpose of general office use for one thousand dollars per month ($1,000.00/month), said lease to be in substantially the same form as "Exhibit A" attached hereto.

SO RESOLVED this ___ day of ________________, 2015.

______________________________
ROBERT A. B. REICHERT, MAYOR

ATTEST:
______________________________
JEAN HOWARD, CLERK OF COMMISSION
**District Office Lease -- Instructions**

NO LEASE OR ATTACHMENT CAN BE SIGNED BEFORE THEY HAVE BEEN APPROVED BY THE ADMINISTRATIVE COUNSEL.

The term for a District Office Lease for the 114th Congress may not commence prior to January 3, 2015.

Members should endeavor to lease space through the last day of a congressional term rather than the last day of a calendar year. For the 114th Congress, leases should end on January 2, 2017, not December 31, 2016.

A. The preamble has three blank lines to be filled in: (1) Landlord’s name; (2) Landlord’s address; and (3) Member/Member-Elect’s name.

B. Section 1 has three blank lines to be filled in: (1) square footage of the leased office (optional); (2) street address of the leased office; and (3) city, state and ZIP code of the leased office.

C. Section 2 has boxes that can be checked on whether any lease amenities (such as parking, utilities, janitorial services, trash removal, etc.) are included in the lease. Note that this checklist is only for convenience and the listed amenities are not required. Some of the options have a blank line to be filled in to provide additional information about any amenity.

D. Section 3 has two blank lines to be filled in: (1) date lease begins (must be on or after January 3, 2015); and (2) date lease ends (must be on or before January 2, 2017).

E. Section 4 has one blank line for the monthly rent amount (write “zero” if no rent is to be paid).

F. Section 5 has one blank line -- the number of days’ notice required for either party to terminate the lease before the end of the term. A standard period is 30 days, but any figure is acceptable. If the lease may not be terminated early, enter “N/A” in this blank.

G. Sections 1–9, other than filling in the blanks, may not be altered or deleted.

H. Section 11 has space provided to list any additional lease provisions.

I. Prior to either party signing a lease, the Member/Member-Elect must submit the proposed lease, accompanied by a copy of the District Office Lease Attachment for the 114th Congress, to the Administrative Counsel for review and approval. If the proposed terms and conditions of the lease are determined to be in compliance with applicable law and House Rules and Regulations, the Administrative Counsel will notify the Member/Member-Elect that (s)he may proceed with the signing of the lease. Please submit the proposed lease and District Office Lease Attachment either by e-mail in PDF form (leases@mail.house.gov) or fax (202-225-6999).

J. The Member/Member-Elect is required to personally sign the documents. A signed and dated District Office Lease Attachment must accompany this lease. Once signed by both parties, the Lease and the District Office Lease Attachment must be submitted to the Administrative Counsel for final approval. They may be sent by email in PDF form or faxed to 202-225-6999, but the originals still must be submitted by inter office mail (217 Ford House Office Building, Washington, D.C. 20515) after emailing or faxing.

K. If approved, Administrative Counsel will send the forms to Finance so that payment can begin. If there are errors on the form, the Member office will be contacted and required to correct them.
U.S. House of Representatives
Washington, D.C. 20515

District Office Lease
(Page 1 of 3 – 114th Congress)

Pursuant to 2 U.S.C.A. § 4313, and the Regulations of the Committee on House Administration (as modified from time to time by Committee Order) relating to office space in home districts, Macon-Bibb County, Georgia, 700 Poplar Street, Macon, GA 31202-0247

("Lessor"), and Sanford Bishop, a Member/Member-Elect of the U.S. House of Representatives ("Lessee"), agree as follows:

1. Location. Lessor shall lease to Lessee 1,600 square feet of office space located at Willie C. Hill City Hall Annex, 3rd Floor, Suite #300, 662 Cherry Street in the city, state and ZIP code of Macon, GA 31201

2. Lease Amenities. Note that this checklist is for convenience only and the listed amenities are not required. However, the interior wiring of a CAT 5e or better and broadband internet access to the building will likely expedite the process for the office to be fully operational.

The Lease includes (please check any and complete all that apply):

☐ Telephone Service Available. (interior wiring CAT 5e or better)
☐ Broadband Internet Access to Building. (e.g., COMCAST, COX or like provider)
☐ Parking. ☐ 3 no. of assigned parking spaces ☐ no. of unassigned parking spaces ☐ General off-street parking on an as available basis
☐ Utilities. Includes:
☐ Sanitary Services. Frequency:
☐ Trash Removal. Frequency:
☐ Carpet Cleaning. Frequency:
☐ Window Washing. ☐ Window Treatments
☐ Tenant Alterations Included In Rental Rate.
☐ After Hours Building Access.
☐ Office Furnishings. Includes:
☐ Cable TV Accessible. If checked, Included in Rental Rate ☐ Yes ☐ No
☐ Building Manager. ☐ Onsite ☐ On Call Contact Name: ____________________________
☐ Phone Number: ____________________________ Email Address: ____________________________

3. Term. Lessee shall have and hold the leased premises for the period beginning January 3, 2015 and ending January 2, 2017. The term of this District Office Lease ("Lease") may not exceed two (2) years and may not extend beyond January 2, 2017, which is the end of the constitutional term of the Congress to which the Member is elected.

4. Rent. The monthly rent shall be $1,000.00, and is payable in arrears on or before the last day of each calendar month. Rent payable under this Lease shall be prorated on a daily basis for any fraction of a month of occupancy.
District Office Lease

5. **Early Termination.** This Lease may be terminated by either party giving 30 days' prior written notice to the other party. The commencement date of such termination notice shall be the date such notice is delivered or, if mailed, the date such notice is postmarked.

6. **Payments.** During the term of this Lease, rent payments under Section 4 of this Lease shall be remitted to the Lessor by the Chief Administrative Officer of the U.S. House of Representatives (the “CAO”) on behalf of the Lessee.

7. **District Office Lease Attachment for 114th Congress.** The District Office Lease Attachment attached hereto is incorporated herein by reference, and this Lease shall have no force or effect unless and until accompanied by an executed District Office Lease Attachment for the 114th Congress.

8. **Counterparts.** This Lease may be executed in any number of counterparts and by facsimile copy, each of which shall be deemed to be an original but all of which together shall be deemed to be one and the same instrument.

9. **Section Headings.** The section headings of this Lease are for convenience of reference only and shall not be deemed to limit or affect any of the provisions hereof.

10. **Modifications.** Any amendments, additions or modifications to this Lease inconsistent with Sections 1 through 2 above shall have no force or effect to the extent of such inconsistency.

11. **Other.** Additionally, the Lessor and the Lessee agree to the following:

[Signature page follows.]


IN WITNESS WHEREOF, the parties have duly executed this District Office Lease as of the later date written below by the Lessor or the Lessee.

ROBERT A. B. REICHERT, MAYOR  
Print Name of Lessor/Landlord/Company

By:  
Name:  
Title:  

Date

__________________________________________

REP. SANFORD BISHOP  
Print Name of Lessee

By:  
Lessee Signature  

Date


This District Office Lease must be accompanied with an executed District Office Lease Attachment.
District Office Lease Attachment - Instructions

The District Office Lease Attachment is a 4-page document that must accompany every Lease or District Office Lease Amendment that is submitted for a Member/Member-Elect's District Office.

NO LEASE, AMENDMENT OR ATTACHMENT CAN BE SIGNED BEFORE THEY HAVE BEEN APPROVED BY THE ADMINISTRATIVE COUNSEL.

The term of a District Office Lease or Amendment for the 114th Congress may not commence prior to January 3, 2015.

Members should endeavor to lease space through the last day of a congressional term rather than the last day of a calendar year. For the 114th Congress, leases should end on January 2, 2017, not December 31, 2016.

Four things are required:
1. the signature of the Landlord and date;
2. the signature of the Member/Member-Elect of Congress and date;
3. contact information for the person in the Member/Member-Elect's office whom we should call if there are any problems or questions (scheduler, etc.); and
4. the signature from the Office of the Administrative Counsel.

A few things to keep in mind:

A. The Member/Member-Elect is required to personally sign the documents.

B. The Attachment SHALL NOT have any provisions deleted or changed.

C. Even if rent is zero, an Attachment is still required.

D. Prior to either party signing a Lease or Amendment, the Member/Member-Elect must submit the proposed Lease or Amendment, accompanied by a copy of the Attachment, to the Administrative Counsel for review and approval. If the Administrative Counsel determines that the proposed terms and conditions of the Lease or Amendment are in compliance with applicable law and House Rules and Regulations, the Administrative Counsel will notify the Member/Member-Elect that (s)he may proceed with the execution of the Lease or Amendment. Please submit the proposed Lease or Amendment and Attachment either by e-mail in PDF form (leases@mail.house.gov) or by fax (202-225-6999).

E. Once signed by both parties, the Lease or Amendment and the Attachment must be submitted to the Administrative Counsel for final approval. The Attachment should be submitted at the same time the Lease or Amendment is sent to the Administrative Counsel. They may be sent by email in PDF form or faxed to (202-225-6999), but the originals still must be submitted by interoffice mail (217 Ford House Office Building, Washington, D.C. 20515) after emailing or faxing.

F. Without a properly signed and submitted Attachment, the Lease or Amendment cannot be approved and payments will not be made. The parties agree that any charges for default, early termination or cancellation of the Lease or Amendment which result from actions taken by or on behalf of the Lessee shall be the sole responsibility of the Lessee, and are not reimbursable from the Member's Representational Allowance.

G. Lessor shall provide a copy of any assignment, estoppel certificate, notice of a bankruptcy or foreclosure, or notice of a sale or transfer of the leased premises to the Administrative Counsel by e-mail in PDF form (leases@mail.house.gov).
District Office Lease Attachment
(Page 1 of 4 – 114th Congress)

1. Incorporated District Office Lease Attachment. Lessor (Landlord) and Lessee (Member/Member-Elect of the U.S. House of Representatives) agree that this District Office Lease Attachment ("Attachment") is incorporated into and made part of the Lease ("Lease") and, if applicable, District Office Lease Amendment ("Amendment") to which it is attached.

2. Performance. Lessor expressly acknowledges that neither the U.S. House of Representatives (the "House") nor its Officers are liable for the performance of the Lease. Lessor further expressly acknowledges that payments made by the Chief Administrative Officer of the House (the "CAO") to Lessor to satisfy Lessee's rent obligations under the Lease -- which payments are made solely on behalf of Lessee in support of his/her official and representational duties as a Member of the House -- shall create no legal obligation or liability on the part of the CAO or the House whatsoever. Lessee shall be solely responsible for the performance of the Lease and Lessor expressly agrees to look solely to Lessee for such performance.

3. Modifications. Any amendment to the Lease must be in writing and signed by the Lessor and Lessee. Lessor and Lessee also understand and acknowledge that the Administrative Counsel for the CAO ("Administrative Counsel") must review and give approval of any amendment to the Lease prior to its execution.

4. Compliance with House Rules and Regulations. Lessor and Lessee understand and acknowledge that the Lease shall not be valid, and the CAO will not authorize the disbursement of funds to the Lessor, until the Administrative Counsel has reviewed the Lease to determine that it complies with the Rules of the House and the Regulations of the Committee on House Administration, and approved the Lease by signing on page 4 of this Attachment.

5. Payments. The Lease is a fixed term lease with monthly installments for which payment is due in arrears on or before the end of each calendar month. In the event of a payment dispute, Lessor agrees to contact the Office of Finance of the House at 202-225-7474 to attempt to resolve the dispute before contacting Lessee.

6. Void Provisions. Any provision in the Lease purporting to require the payment of a security deposit shall have no force or effect. Furthermore, any provision in the Lease purporting to vary the dollar amount of the rent specified in the Lease by any cost of living clause, operating expense clause, pro rata expense clause, escalation clause, or any other adjustment or measure during the term of the Lease shall have no force or effect.

7. Certain Charges. The parties agree that any charge for default, early termination or cancellation of the Lease which results from actions taken by or on behalf of the Lessee shall be the sole responsibility of the Lessee, and shall not be paid by the CAO on behalf of the Lessee.

8. Death, Resignation or Removal. In the event Lessee dies, resigns or is removed from office during the term of the Lease, the Clerk of the House may, at his or her sole option, either: (a) terminate the Lease by giving thirty (30) days’ prior written notice to Lessor; or (b) assume the obligation of the Lease and continue to occupy the premises for a period not to exceed sixty (60) days following the certification of the election of the Lessee's successor. In the event the Clerk elects to terminate the Lease, the commencement date of such thirty (30) day termination notice shall be the date such notice is delivered to the Lessor or, if mailed, the date on which such notice is postmarked.
9. **Term.** The term of the Lease may not exceed the constitutional term of the Congress to which the Lessee has been elected. The Lease may be signed by the Member-Elect before taking office. Should the Member-Elect not take office to serve as a Member of the 114th Congress, the Lease will be considered null and void.

10. **Early Termination.** If either Lessor or Lessee terminates the Lease under the terms of the Lease, the terminating party agrees to promptly file a copy of any termination notice with the Office of Finance, U.S. House of Representatives, B-245 Longworth House Office Building, Washington, D.C. 20515, and with the Administrative Counsel by e-mail at leases@mail.house.gov.

11. **Assignments.** Lessor shall not have the right to assign (by operation of law or otherwise) any of its rights, interests and obligations under the Lease, in whole or in part, without providing thirty (30) days prior written notice to Lessee, and any such purported assignment without such notice shall be void. Lessor shall promptly file a copy of any such assignment notice with the Administrative Counsel by e-mail at leases@mail.house.gov.

12. **Sale or Transfer of Leased Premises.** Lessor shall provide thirty (30) days prior written notice to Lessee in the event (a) of any sale to a third party of any part of the leased premises, or (b) Lessor transfers or otherwise disposes of any of the leased premises, and provide documentation evidencing such sale or transfer in such notice. Lessor shall promptly file a copy of any such sale or transfer notice with the Administrative Counsel by e-mail at leases@mail.house.gov.

13. **Bankruptcy and Foreclosure.** In the event (a) Lessor is placed in bankruptcy proceedings (whether voluntarily or involuntarily), (b) the leased premises is foreclosed upon, or (c) of any similar occurrence, Lessor agrees to promptly notify Lessee in writing. Lessor shall promptly file a copy of any such notice with the Office of Finance, U.S. House of Representatives, B-245 Longworth House Office Building, Washington, D.C. 20515, and with the Administrative Counsel by e-mail at leases@mail.house.gov.

14. **Estoppel Certificates.** Lessee agrees to sign an estoppel certificate relating to the leased premises (usually used in instances when the Lessor is selling or refinancing the building) upon the request of the Lessor. Such an estoppel certificate shall require the review of the Administrative Counsel, prior to Lessee signing the estoppel certificate. Lessor shall promptly provide a copy of any such estoppel certificate to the Administrative Counsel by e-mail at leases@mail.house.gov.

15. **Maintenance of Common Areas.** Lessor agrees to maintain in good order, at its sole expense, all public and common areas of the building including, but not limited to, all sidewalks, parking areas, lobbies, elevators, escalators, entryways, exits, alleys and other like areas.

16. **Maintenance of Structural Components.** Lessor also agrees to maintain in good order, repair or replace as needed, at its sole expense, all structural and other components of the premises including, but not limited to, roofs, ceilings, walls (interior and exterior), floors, windows, doors, foundations, fixtures, and all mechanical, plumbing, electrical and air conditioning/ heating systems or equipment (including window air conditioning units provided by the Lessor) serving the premises.
17. **Lessor Liability for Failure to Maintain.** Lessor shall be liable for any damage, either to persons or property, sustained by Lessee or any of his or her employees or guests, caused by Lessor’s failure to fulfill its obligations under Sections 15 and 16.

18. **Initial Alterations.** Lessor shall make any initial alterations to the leased premises, as requested by Lessee and subject to Lessor’s consent, which shall not be unreasonably withheld. The cost of such initial alterations shall be included in the annual rental rate.

19. **Federal Tort Claims Act.** Lessor agrees that the Federal Tort Claims Act, 28 U.S.C. §§ 2671-80, satisfies any and all obligations on the part of the Lessee to purchase private liability insurance. Lessee shall not be required to provide any certificates of insurance to Lessor.

20. **Limitation of Liability.** Lessor agrees that neither Lessee nor the House nor any of the House’s officers or employees will indemnify or hold harmless Lessor against any liability of Lessor to any third party that may arise during or as a result of the Lease or Lessee’s tenancy.

21. **Compliance with Laws.** Lessor shall be solely responsible for complying with all applicable permitting and zoning ordinances or requirements, and with all local and state building codes, safety codes and handicap accessibility codes (including the Americans with Disabilities Act), both in the common areas of the building and the leased space of the Lessee.

22. **Electronic Funds Transfer.** Lessor agrees to accept monthly rent payments by Electronic Funds Transfer and agrees to provide the Office of Finance, U.S. House of Representatives, with all banking information necessary to facilitate such payments.

23. **Refunds.** Lessor shall promptly refund to the CAO, without formal demand, any payment made to the Lessor by the CAO for any period for which rent is not owed because the Lease has ended or been terminated.

24. **Conflict.** Should any provision of this Attachment be inconsistent with any provision of the attached Lease or attached Amendment, the provisions of this Attachment shall control, and those inconsistent provisions of the Lease or the Amendment shall have no force and effect to the extent of such inconsistency.

25. **Construction.** Unless the clear meaning requires otherwise, words of feminine, masculine or neuter gender include all other genders and, wherever appropriate, words in the singular include the plural and vice versa.

26. **Fair Market Value.** The Lease or Amendment is entered into at fair market value as the result of a bona fide, arms-length, marketplace transaction. The Lessor and Lessee certify that the parties are not relatives nor have had, or continue to have, a professional or legal relationship (except as a landlord and tenant).

27. **District Certification.** The Lessee certifies that the office space that is the subject of the Lease is located within the district the Lessee was elected to represent unless otherwise authorized by Regulations of the Committee on House Administration.
District Office Lease Attachment

28. Counterparts. This Attachment may be executed in any number of counterparts and by facsimile copy, each of which shall be deemed to be an original but all of which together shall be deemed to be one and the same instrument.

29. Section Headings. The section headings of this Attachment are for convenience of reference only and shall not be deemed to limit or affect any of the provisions hereof.

IN WITNESS WHEREOF, the parties have duly executed this District Office Lease Attachment as of the later date written below by the Lessor or the Lessee.

ROBERT A. B. REICHERT, MAOR
Print Name of Lessor/Landlord

REP. SANFORD BISHOP
Print Name of Lessee

By:
Lessor Signature
Name:
Title:

Lessee Signature

Date

Date

From the Member’s Office, who is the point of contact for questions?
Name ______________________ Phone (_____) ___________ E-mail ____________________________

This District Office Lease Attachment and the attached Lease or Amendment have been reviewed and are approved, pursuant to Regulations of the Committee on House Administration.

Signed ______________________ Date ______________________, 20__

(Administrative Counsel)

Send completed forms to: Administrative Counsel, 217 Ford House Office Building, Washington, D.C. 20515.
Copies may also be faxed to 202-225-6999.
U.S. House of Representatives
Substitute W-9 and ACH Vendor/Miscellaneous Payment Enrollment Form

Internal Revenue Code 6109, 31 U.S.C. 3322, 31 CFR. 210 and the 1996 Debt Collection Improvement Act require all entities that do business with the United States Government to provide a Tax Identification Number (TIN) and Electronic Funds Transfer (EFT) information for payment. Pl. 95-579 protects your privacy and mandates that the information never be published or used for any other purpose than to pay you. Please complete all sections below, sign and return via the email or fax number listed.

RETURN FORM TO: VendorEFT@mail.house.gov FAX NUMBER: (202) 225-6914

SECTION I
United States House of Representatives Information
ADDRESS
US HOUSE OF REPRESENTATIVES - ACCOUNTING, 3110 O'NEILL FEDERAL BUILDING, WASHINGTON, DC 20515
AGENCY IDENTIFIER 53-6403823 AGENCY LOCATION CODE 4032 TELEPHONE NUMBER (202) 225-2227

SECTION II
Payee/Company Information
Name (as shown on your income tax return)

Business Name/Disregarded Entity Name or DBA, if different than above

Type of Tax Identification Number

Social Security Number (or)

Ein

Address/City/State/Zip

Contact Person Name

Email

Telephone Number

Fax Number

Remit To Address

SECTION III
Financial Institution Information
Bank Name (branch city, state)

ACH Coordinator Name

Telephone Number

Nine-Digit Routing Transit Number

Depositor Account Title

Depositor Account Number

Lock Box Number

Type of Account

Checking

Savings

Lock Box

SECTION IV
Socio-Economic Information
Type of Business

Large Business-No Socio-Economic Designations

Minority

Small Business

Small Disadvantaged Business

Other Socio-Economic Programs

Buy Indian

Direct to VEndor

No Proportion

Small Business/Small Disadvantaged Business

Veteran Owned Status

Non-Eligible Veteran

Other Veteran Owned Small Business

Service-Disabled Veteran Owned Small Business

Service-Disabled Veteran Owned Business

Size of Business

(0) 0-99

(1) 100-499

(2) 501-999

(3) Over 1,000

(4) Over 11 million

(5) 1 million or less

(6) 1.1 million or more

(7) 1.1-3.5 million

(8) 3.5 million or more

(9) Over 3.5 million

SECTION V
Certification of Data by Payee/Company

Name

Signature

Title/Position

Date

Telephone Number

USHR 2013 V1
Instructions for Completing
U.S. House of Representatives
Substitute W-9 and ACH Vendor/Miscellaneous Payment Enrollment Form

Section I - Agency Information - Includes the name and address, agency identifier, agency location code and telephone number for the House of Representatives.

Section II - Payee/Company Information - Print or type the name of the payee/company and address that will receive payment, social security or taxpayer ID number, contact person name, telephone number and email of the payee/company. Print or type the purchase order and remit to addresses if different from the payee/company address. Check the appropriate boxes for federal tax classification.

Section III - Financial Institution Information - Print or type the name and address of the payee/company's financial institution who will receive the ACH payment, ACH coordinator name and telephone number, nine-digit routing transit number, depositor (payee/company) account title and account number. Check the appropriate box for type of account. Payee/Company may include a voided check with this form.

ACH Account Information Located on a Check or Deposit Ticket

FINANCIAL INSTITUTION NAME

ROUTING TRANSIT NUMBER (RTN)
financial institution's 9 digit routing transit number; found on the bottom of a check or deposit ticket or from your Financial Institution

ACCOUNT TITLE
employee's or vendor's name on the account

ACCOUNT NUMBER
account number at the financial institution

THOMAS B. ANDERSON
123 FOOLISH STREET
ANYWHERE, IL 62904

PAY TO
the order of

SUNTRUST
SunTrust Bank

101

1234567890 0101

1 2 3 4

1. Routing Transit Number (RTN) - nine digits located between two symbols. This number identifies the bank holding your account and check processing center.

2. Account number - this is your complete account number. Your account number can be up to 17 digits. Please include leading zeros.

3. ACH Routing Transit Number - Automated Clearing House routing number, use this number for your Routing Transit Number (RTN) if you bank with SunTrust Bank.

4. Check number - This information is not necessary - do not provide

Section IV - Socio-Economic Information - Check the boxes for each category, if applicable: type of business, small disadvantaged business program, HUBZone program, emerging small business, women-owned business, other preference programs, Veteran owned status and size of business. Detailed information related to Small Business programs can be found at http://www.sba.gov.

Section V - Certification of Data By Payee/Company - Print or type the name, title/position and phone number of the Authorized official. The Authorized official must sign and date the form.