



Hart County Board of Commissioners
Tuesday January 11, 2022
6:00 p.m.

1. PRAYER
2. PLEDGE OF ALLEGIANCE
3. CALL TO ORDER
Election of Chairman, Vice-Chairman, IBA Alternate
4. WELCOME
5. APPROVE AGENDA
6. APPROVE MINUTES OF PREVIOUS MEETING(S)
 - 12/14/2021 Reg Meeting
7. REMARKS BY INVITED GUESTS, COMMITTEES, AUTHORITIES
8. REPORTS BY CONSTITUTIONAL OFFICERS & DEPARTMENT HEADS
9. COUNTY ADMINISTRATOR'S REPORT
December Financial Report
Beginning of Comprehensive Plan Update Process
10. CHAIRMAN'S REPORT
11. COMMISSIONERS' REPORTS
12. OLD BUSINESS
 - a) Yearly Advertisements for Boards and Authorities Openings
 - b) Whitworth Details Discussion
13. NEW BUSINESS
 - a) 2022 Qualifying Fees Resolution
 - b) Franklin County Property Tax Reimbursement
 - c) Sheriff's Office request for Credit for Experience
 - d) FY 22 Jail meal bid
 - e) EMS request for approval of a Basic EMT paygrade (there is not one currently)
14. PUBLIC COMMENT
15. EXECUTIVE SESSION –
16. ADJOURNMENT

Hart County Board of Commissioners
December 14, 2021
6:00 p.m.

Hart County Board of Commissioners met December 14, 2021 at 6:00 p.m. at the Hart County Administrative & Emergency Services Center.

Chairman Marshall Sayer presided with Commissioners Michael Bennett, Frankie Teasley, Ricky Carter and Joey Dorsey in attendance.

1. Prayer

Chairman Sayer opened with prayer.

2. Pledge of Allegiance

Everyone stood in observance of the Pledge of Allegiance.

3. Call to Order

Chairman Sayer called the meeting to order.

4. Welcome

Chairman Sayer welcomed those in attendance.

5. Approve Agenda

Commissioner Teasley moved to amend the agenda removing item 12 k) Board Appointment Georgia Mountains Regional Commission; add 13 h) 2nd Meeting December. Commissioner Dorsey provided a second to the motion. The motion carried 5-0.

6. Approve Minutes of Previous Meeting(s)

- 11/23/2021 Reg Meeting

Commissioner Teasley moved to approve the November 23, 2021 meeting minutes. Commissioner Bennett provided a second to the motion. The motion carried 4-0 (Chairman Sayer abstained due to his absence).

7. Remarks By Invited Guests, Committees, Authorities
Youth Football Superbowl Champions

The BOC recognized players and coaches for their accomplishments during the fall football season and being Youth Football Superbowl Champions.

8. Reports By Constitutional Officers & Department Heads

None

9. County Administrator's Report

County Administrator Terrell Partain presented the General Fund Financial Reports for the month of November; reported the Building Inspector Group will meet with contractors at the Adult Learning Center

January 12, 2022; Lake Point Subdivision is moving forward within the grandfather variance even though the developer changed. The developer has been assured they are operating within the guidelines of the moratorium.

10. Chairman's Report

Chairman Sayer thanked everyone for calls, text and prayers during his recent illness.

11. Commissioners' Reports

Commissioner Bennett thanked all county employees for their service to Hart County.

Commissioner Teasley commended Law Enforcement, Fire and EMS; wished everyone Merry Christmas and Happy New Year.

Commissioner Carter wished everyone Merry Christmas and Happy New Year.

Commissioner Dorsey wished everyone Merry Christmas and Happy New Year; thanked Chamber of Commerce, DDA, Main Street for hosting the Christmas parade.

Chairman Sayer wished everyone Merry Christmas and Happy New Year.

12. Old Business

a) Election Voter Clerk (PT) Job Description

Commissioner Dorsey moved to approve the job description for a part time Election Voter Clerk position. Commissioner Bennett provided a second to the motion. The motion carried 5-0.

b) Fire Department Standards and Training Discussion

County Administrator Partain explained legislation passed two years ago to authorize the formation of the Georgia Volunteer Fire Service Council. However, the Council has not come to fruition; volunteer fire fighters are having to meet fulltime fireman's training requirement which is hard to meet. Franklin County BOC voted to send letters of support for the volunteer council to be formed as soon as possible to relieve the burden on volunteers.

Commissioner Dorsey stated the county is actively seeking volunteer fire fighters throughout the county.

Commissioner Carter moved to send a letter of support to Fire Standards and Training Council on behalf of the volunteer fire fighters training requirements. Commissioner Dorsey provided a second to the motion.

Administrator Partain also suggested the need for online classes for volunteer fire fighters.

Chairman Sayer called for the vote. The motion carried 5-0.

c) Clay street Rec Building Roof

Commissioner Carter moved to put replace Clay Street Rec Building Roof. Commissioner Bennett provided a second to the motion. The motion carried 5-0.

- d) Moratorium Grandfather Request: Nigel Pitt, DBA Vesta Industries Corp., Majestic Shores Subdivision ½ acre lot. Kenny Whitworth, DDA Aldaweta Inc. Liberty Hill Road Subdivision (inner section)

Commissioner Carter moved to grandfather in Nigel Pitts request for the interior ½ acre lots in Majestic Shores Subdivision. Commissioner Bennett provided a second to the motion. The motion carried 5-0.

Commissioner Dorsey moved to grandfather in Kenny Whitworth's request for 1-acre lot size for property located on Liberty Hill Road; with a buffer. Chairman Sayer provided a second to the motion.

Liberty Hill Road resident Barbara Williford voiced her some concerns about annexation into the City; lot sizes and square footage of the homes proposed in the subdivision. Mr. Whitworth responded proposed homes are sixteen to twenty-two hundred square foot on 1-acre lots.

Chairman Sayer called for the vote. The motion carried 5-0.

- e) Board Appointment AVITA Board 1 Member Mrs. Alice Worthan re-appointment

Commissioner Dorsey moved to re-appoint Mrs. Worthan to serve on AVITA Board. Commissioner Teasley provided a second to the motion. The motion carried 5-0 (term expires 6/30/2024).

- f) Board Appointment Recreation Advisory Board 4 members Per recommendation of RAB re-appoint Mr. Bob Frye, Mrs. Kay Ankerich, Mr. Jeff Metz, Lonnie Robinson

Commissioner Dorsey moved to re-appoint Bob Frye, Kay Ankerich, Jeff Metz and Lonnie Robinson as per RAB recommendation. Commissioner Teasley provided a second to the motion. The motion carried 5-0 (term expires 12/31/2023).

- g) Board Appointment DFACS 1 Member (Open) Mr. T. J. Brister

Commissioner Teasley moved to appoint T.J. Brister to serve on DFACS Board. Commissioner Carter provided a second to the motion. The motion carried 5-0 (term expires 12/31/2027)

- h) Board Appointments Chestatee/Chattahoochee RC&D

Commissioner Dorsey moved to re-appoint William (Bill) Chafin to serve on Chestatee/Chattahoochee RC&D. Commissioner Teasley provided a second to the motion. The motion carried 5-0. (term expires 12/31/2022).

- i) Board Appointments Board of Tax Assessors 1 Member No Applicants

BOA Chairman David Thompson stated there are three areas of concern that should be addressed; remodeling without a permit, no business license requirements and personal property audit.

No action was taken.

- j) Board Appointment Board of Health 2 Members, Advocate for Needy Underprivileged or Elderly, Mrs. Thelma Estrich (re-appointment) Consumer Advocate, Dr. Daniel Gordon (re-appointment)

Commissioner Teasley moved to re-appoint Mrs. Estrich and Dr. Gordon to serve on the Board of Health. Commissioner Carter provided a second to the motion. The motion carried 5-0 (term expires 6/30/2026).

k) Item was removed.

l) Board of Assessors' Request for Outside Auditing Firm for Personal Property Audit (additional informal) Mr. David Thompson

BOA Chairman David Thompson stated there are three areas of concern that should be addressed; remodeling without a permit, no business license requirements and personal property audit.

m) Moratorium Discussion and Possible Extension of.

Commissioner Dorsey moved to extend the 120-day moratorium to 180-days. Commissioner Bennett provided a second to the motion. The motion carried 5-0.

13. New Business

a) Sheriff's Office Grant Request

Commissioner Dorsey moved to proceed with the Sheriff's Office Grant Request. Commissioner Bennett provided a second to the motion. The motion carried 5-0.

b) Class A (private clubs and restaurants) Beer and Wine License renewals Jeff Adams, Boathouse Grill, John Robinson, Tilly's Tiki Bar & Grill, Gregg Jackson Hartwell Golf Course

Commissioner Dorsey moved to approve 2022 Class A Beer & Wine License renewals for Jeff Adams, John Robinson and Gregg Jackson. Commissioner Carter provided a second to the motion. The motion carried 5-0.

c) Class B (off-premises consumption) Beer and Wine License renewals

Commissioner Dorsey moved to approve Khurram Balagam, Malik Babwani, Raheel Nicholas, Sumreena Hammeed and Vikrant Tupdale. Commissioner Carter provided a second to the motion. The motion carried 5-0.

Commissioner Dorsey moved to deny renewals for Talat Solaiman, Ashish Patel and Subrin Mostofa, based on selling beer to a minor. Commissioner Teasley provided a second to the motion. The motion carried 5-0.

d) Distilled Spirits Application 2022

Jeff Adams, Boathouse Grill

Commissioner Carter moved to approve Jeff Adams 2022 Distilled Spirits Application. Commissioner Dorsey provided a second to the motion. The motion carried 5-0.

e) Road Department purchase of Used Skid Steer Loader, Mini Excavator, and Trailer

Commissioner Dorsey moved to approve the purchase of a used skid steer loader, mini excavator and trailer from surplus equipment funds. Chairman Sayer provided a second to the motion. The motion carried 5-0.

f) Subdivision Lot Inventory Discussion

Commissioner Dorsey moved to request the assistance of Archway to perform an analysis of subdivisions in the county. Commissioner Teasley provided a second to the motion. The motion carried 5-0.

- g) Kenny Whitworth Subdivision Well Road and Seed Cleaner Road (9 lots on Well Rd., 10 lots on Seed Cleaner Rd)

Commissioner Dorsey moved to approve Mr. Whitworth's Subdivision Request on Well Road and Seed Cleaner Road. Commissioner Bennett provided a second to the motion. The motion carried 5-0.

- h) 2nd Meeting of December

Commissioner Dorsey moved to cancel the 2nd meeting of December due to Christmas holidays. Chairman Sayer provided a second to the motion. The motion carried 5-0.

14. Public Comment

Dobbs Landing Road sought assistance from the BOC for short term rentals causing a disruption and damaging quality of life in their community.

Chairman Sayer informed the group that the BOC has no control over short term rentals and suggested contacting legislatures.

Paul Martin of Green Acres Estates request the BOC rescind action taken to approve a subdivision request from Michael Williams September 28, 2021.

Tommy and Jacob Royston spoke in opposition to Mr. Williams' moving mobile homes on the subdivided property.

Mr. Williams responded he had no intentions to mislead anyone with plans for the property; the mobile homes will be used as a cash flow generator and a professional management group will be managing the rentals.

Commissioner Dorsey moved to issue a stop work order until matters are resolved. Chairman Sayer provided a second to the motion. The motion carried 5-0.

15. Executive Session – Litigation

Commissioner Dorsey moved to exit into Executive Session to discuss litigation matters. Commissioner Teasley provided a second to the motion. The motion carried 5-0.

Commissioner Dorsey moved to reconvene the regular meeting. Commissioner Teasley provided a second to the motion. The motion carried 5-0.

16. Adjournment

Commissioner Teasley moved to adjourn the meeting. Commissioner Bennett provided a second to the motion. The motion carried 5-0.

Marshall Sayer, Chairman

Lawana Kahn, County Clerk

FY 2022 Budget Paynes Creek Dashboard

FY 2022	March	April	May	June	July	August	September	October	YTD	TARGET	GAP to TARGET	% GAP to
Revenues	\$10,430	\$10,430	\$10,430	\$10,430	\$10,430	\$10,430	\$10,430	\$10,430				
Expenditures	\$10,430	\$10,430	\$10,430	\$10,430	\$10,430	\$10,430	\$10,430	\$10,430				
Gross Revenue	\$96,465	\$30,120	\$23,340	\$23,797	\$29,232	\$22,277	\$19,551	\$17,167	\$261,946	\$83,440	\$178,506	214%
Cancellations / Refunds	\$3,833	\$5,249	\$3,642	\$4,938	\$5,873	\$6,187	\$4,362	\$3,008	\$37,091		\$37,091	14%
Actual Expenses	\$9,540	\$6,940	\$3,767	\$12,503	\$6,276	\$5,883	\$13,027	\$4,409	\$62,345	\$83,440	\$21,095	-25%
Monthly Variance	\$83,092	\$17,931	\$15,931	\$6,355	\$17,083	\$10,208	\$2,162	\$9,750	\$162,511		\$162,511	
YTD (Reserve Drawdown)	\$83,092	\$101,022	\$116,953	\$123,308	\$140,391	\$150,599	\$152,760	\$162,511				
Camping Fees (Target \$10,430)	\$96,465	\$30,120	\$23,340	\$23,797	\$29,232	\$22,277	\$19,551	\$17,167	\$261,946	\$83,440	\$261,946	
Other (Initial Seed money)	\$25,000	-\$25,000							\$0		\$0	
Occupancy	17%	53%	51%	66%	63%	42%	44%	52%	Occupancy			
Meets or Exceeds Target									Meets or Exceeds Target			
Variance < 3% of Target									Variance < 3% of Target			
Variance > 3% of Target									Variance > 3% of Target			



MEMORANDUM

Terrell Partain,
County Administrator
January 7, 2022

RE: Item 12 A Yearly Advertisements for Boards and Authorities Openings

Attached are the Board and authority positions that will be up for appointment this fiscal year.

Board of Tax Assessors (2)
DFACS (1)
GA Mtns RC (1)
JDA (2)
Rec Advisory (2)
Water/Sewer Authority (3)

A vote to advertise is needed.



MEMORANDUM

Terrell Partain,
County Administrator
January 7, 2022

RE: Item 13 A 2022 Qualifying Fees Resolution

Attached is the Resolution required to set qualifying fees for the 2022 elections. Per State Law the fees are set at 3% of base entry salary for each position.

There are four (4) offices up for election this year.

Board of Commissioners	Districts 2 and 4
Board of Education	Districts 2 and 4

After passing of the Resolution the Fees will be advertised in the local paper per requirements.

QUALIFYING FEES FOR 2022 ELECTIONS

In General

The county governing authority is required to set and publish the qualifying fees for 2022 elections for salaried or non-salaried county offices (*i.e.*, members of county boards of commissioners, members of the governing authority of consolidated governments, sole commissioners, sheriffs, tax commissioners, superior court clerks, magistrates, probate judges, state court judges, solicitors general, coroners, surveyors, and school board members) by February 1, 2022.¹ A county governing authority should adopt a resolution setting the qualifying fee for each office. Calculation of qualifying fees is explained below.

Although state law does not specify the particular method of publication, it might be a best practice to publish the fees in the legal organ rather than in a newspaper of general circulation. In addition to publication in physical media, the fees could also be posted on the county's website.

County Constitutional Officers and Magistrates

Qualifying fees to run for the offices of superior court clerk, probate judge, sheriff, and tax commissioner (county constitutional officers) and magistrates must be set at 3 percent of the minimum base salary specified in state law for each county based on the county's population under the 2020 census.² The effective date of the 2020 census for this purpose is January 1, 2022.³ Note that if a county's population decreases according to a more recent census below its population according to an earlier census, then, notwithstanding any other provision of law, any officer who is compensated under a minimum salary law and who is in office on January 1, 2022 continues during his or her entire tenure in such office (including any future terms of office in such office) to be compensated on the basis of the county's population according to such earlier census. In such case, the qualifying fee would be set at 3% of the minimum base salary according to the 2010 census.⁴

Note that in calculating the qualifying fee for the county constitutional officers and magistrates, the minimum base salary is not to be adjusted to reflect supplements, cost-of-living increases, or longevity increases.

County Governing Authorities and Chairs

Qualifying fees to run for the office of members of the county governing authority (including the members and chair of a board of commissioners or governing body of a consolidated government, but not including sole commissioners) must be set at 3 percent of the base salary established by local Act of the General Assembly unless the county governing authority has set a higher salary using the process allowed by general law (see below).

The qualifying fee to run for sole commissioner is 3 percent of the salary set by local Act of the General Assembly or by the state minimum salary law for sole commissioners,⁵ whichever is applicable.

In those counties where the governing authority has exercised its general-law power to increase its members' base salary,⁶ the qualifying fee is 3% of that salary. As with the county officers and magistrates, the qualifying fee for commissioners is not adjusted to reflect the training supplement, cost-of-living increases, or longevity increases.

All Other Elected County Offices

The qualifying fee to run for all other county offices, including but not limited to, the offices of coroner, state court judge, surveyor, or school board member, is 3% of the total gross salary of the office paid in 2021, including all supplements authorized by law.⁷ If the elected official is not paid a salary, the county governing authority must set a fee that is not more than 3 percent of the income that the elected official earned from the office in 2021.

State Officials

Qualifying fees for state officials (*e.g.*, legislators, superior court judges, district attorneys) are set by the Georgia Secretary of State.

For more information, please contact the Elections Division of the Secretary of State's office at (404) 656-2871.

¹ O.C.G.A. § 21-2-131.

² O.C.G.A. § 21-2-131(a)(1)(B) references: O.C.G.A. § 15-6-88(a) for superior court clerks; O.C.G.A. § 15-9-63(a)(1) for probate judges; O.C.G.A. § 15-10-23(a) for magistrates; O.C.G.A. § 15-16-20(a)(1) for sheriffs; and O.C.G.A. § 48-5-183(b)(1) for tax commissioners. Also, be aware of any 2022 legislation which revises the base schedules set forth in the Code sections. The effective date(s) of such legislation could impact whether the current or new base schedules are to be used.

³ O.C.G.A. § 1-3-1(d)(2)(A).

⁴ *Id.*

⁵ O.C.G.A. § 36-5-25.

⁶ O.C.G.A. § 36-5-24.

⁷ O.C.G.A. § 21-2-131(a)(1)(A).

Resolution 2022 # 001

WHEREAS, O.C.G.A. § 21-2-131 requires the county governing authority to fix and publish the qualifying fees that must be paid by individuals seeking to run for election to county office;

WHEREAS, the qualifying fee is required to be 3% of the base salary (excluding supplements, cost of living adjustments and longevity increases) for the offices shown below;

NOW, THEREFORE, BE IT RESOLVED, that the Hart County Board of Commissioners hereby fixes the qualifying fees for the election of the following county offices as follows:

Board of Commissioners	\$ 162.00
Board of Education	\$ 72.00

BE IT FURTHER RESOLVED, these qualifying fees shall be published in the legal organ of the county as required by law.

Adopted this _____ day of January 2022.

Michael Bennett
Commissioner District 1

Frankie Teasley
Commissioner District 2

Marshall Sayer
Commissioner District 3

Ricky Carter
Commissioner District 4

Joey Dorsey
Commissioner District 5

Lawana Kahn
County Clerk, Hart County Georgia



MEMORANDUM

Terrell Partain,
County Administrator
January 7, 2022

RE: Item 13 B Franklin County Property Tax Reimbursement

With the retirement of Tax Commissioner Burl Pierce the requirement to reimburse Franklin County for the Property taxes for the Gateway One Industrial Park industries within Franklin County was not realized by the current Tax Commissioner nor Franklin County until recently.

After it was brought to our attention, it was evident that no payment had been made to Franklin County since the 2016 tax year we had the Auditors to provide us with the JDA audits from Tax years 2017 through 2021. This is where the percentage split of tax revenue is calculated each year. This along with the tax bills for the industries for the same years were pulled. I have attached a spreadsheet with the figures.

	County	School			
2017	\$9,803.48	\$20,103.97			
2018	\$10,126.55	\$20,862.79			
2019	\$10,737.71	\$22,107.25			
2020	\$9,383.23	\$18,308.07			
2021	\$9,097.80	\$19,122.11	Will be paid by tax Commissioner		
	\$49,148.76	\$100,504.19			
BOC	\$40,050.97	\$81,382.08			
	BOC	School			



MEMORANDUM

Terrell Partain,
County Administrator
January 7, 2022

RE: Item 13 C Sheriff's Office request for Credit for Experience

Attached is two requests from Sheriff Cleveland to award two new hires as certified Deputies.

One is Thomas Mathew Gulley Six years of service.

One is Brady Reaves Cooper two years of service.



Hart County Sheriff

MIKE CLEVELAND

P.O. Box 886

Hartwell, GA 30643

706-376-3114

January 6, 2022

TO: BOARD OF COMMISSIONERS

RE: Brady Reaves Cooper

Gentlemen:

As a newly hired Certified Deputy for the Hart County Sheriff's Office, I am requesting that **Brady Reaves Cooper**, be given credit for 2 years certified deputy experience.

Sincerely,

A handwritten signature in cursive script, reading "Mike Cleveland".

Sheriff Mike Cleveland



Hart County Sheriff

MIKE CLEVELAND

P.O. Box 886
Hartwell, GA 30643
706-376-3114

January 6, 2022

TO: BOARD OF COMMISSIONERS

RE: Thomas Matthew Gulley

Gentlemen:

As a newly hired Certified Deputy for the Hart County Sheriff's Office, I am requesting that **Thomas Matthew Gulley**, be given credit for 6 years certified deputy experience.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Cleveland". The signature is fluid and cursive, with a large loop at the end.

Sheriff Mike Cleveland



MEMORANDUM

Terrell Partain,
County Administrator
January 7, 2022

RE: Item 13 D FY 22 Jail meal bid

Attached is the bid document sent out Friday January 7, 2022.

Attached also is a 30 day written notice from the current provider ending our current contract.

Due to the emergent nature of the situation the commissioners along with the County Attorney were contacted via email 1/6/2022 for a polling for permission to send and advertise for a new vendor for the jail meals.

This action needs to be ratified by a vote of the Board.

HART COUNTY BOARD OF COMMISSIONERS
800 Chandler Street
HARTWELL, GA 30643

DATE: January 6, 2022

BID NOTICE

Sealed bids for **Preparation and Delivery of Meals for Jail** subject to the conditions and provisions set forth in the attached bid package will be received at the Hart County Board of Commissioners office until Thursday January 20, 2022 at 3:00 PM. The commodities and/or services must be furnished as described and specified in this package.

Bids must be received either via mail or hand delivered in a **sealed envelope**. Faxed bids cannot be accepted.

Please address mailed bids, Fed-Ex, UPS, or hand delivered bids to:

HART COUNTY BOARD OF COMMISSIONERS
800 CHANDLER STREET
HARTWELL, GA 30643
Attn: Terrell Partain

Also, please show the following on the OUTSIDE of the envelope:

BID FOR JAIL FOOD

NOTE: Some "Next Day" deliveries may not get delivered to this office prior to the bid opening. Please be aware of this and make arrangements to have your bid here on time, as late bids will be rejected.

NOTICE: If you are downloading this information from a web page, you must register with Hart County at the contact information listed in **Section V, Interpretations or Addenda** or via email at tpartain@hartcountyga.gov. This is the only way Hart County can be sure that you receive all addendum and relevant information for this bid.



**HART COUNTY BOARD of COMMISSIONERS
BIDS FOR JAIL FOOD**

**DATE BIDS DUE: Thursday January 20, 2022,
3:00 p.m.**

**BID FORM
HART COUNTY BOARD OF COMMISSIONERS
800 CHANDLER ST., HARTWELL, GA 30643**

The (Company) _____

submits herewith Bid in response to bid request in this package, and in compliance with the description(s) and/or specification(s) attached hereto for Jail Food preparation and delivery.

NOTE: You must sign and complete the Bid Supplemental Form also.

PRICE:

Description:

Price in Numbers per meal

Breakfast: _____ Lunch: _____ Evening Snack: _____

Price in Words per meal

Breakfast: _____ Lunch: _____ Snack: _____

The following Addenda to the Bidding and Contract Documents are acknowledged:

Addendum No: _____ Dated: _____

Addendum No: _____ Dated: _____

SIGNATURE _____ Title: _____

PRINT NAME _____

Official Company Address: _____

Business Owners Name: _____

Email: _____ PHONE _____

DATE _____ FAX _____

**BID SUPPLEMENTAL FORM
HART COUNTY BOARD OF COMMISSIONERS**

DATE: _____ BID: Jail Food

Describe a typical meal: _____

**IMPORTANT: SEE SECTION IIb FOR ADDITIONAL INFORMATION THAT BIDDERS
MUST INCLUDE WITH THEIR BIDS**

NOTICE: County Policy States: *"No employee or elected official of the County may bid on a County contract if that individual exercises decision making authority or recommendations with regard to that contract and/or the award of that contract."* By signing below you are confirming that these prohibitions do not apply to your company/bid (if this policy may apply to your company/bid please list those County employees or elected officials in the "exceptions" section below.

References: Name Title Organization Phone Number email address

- 1.
- 2.
- 3.

The _____ (Bidder) takes the following exceptions to the specification and bid documents: Place any additional charges in this space for special meals Diabetic, Low Sodium, etc.
(Important: See section IIb)

SIGNATURE: _____

I. SCOPE OF WORK

Hart County operates a jail facility that must provide hot meals twice per day. The population at the jail fluctuates but averages between 50-60 inmates. This bid is for the preparation and delivery of hot meals twice per day for each inmate, delivered to the jail in Hartwell. The food must be hot food with an adult size portion. Hot food must be at 140 degrees F minimum and cold must be at 41 degrees F maximum.

There is a minimum State of Georgia mandated 2,800 calories per day per inmate (both meals combined). Breakfast will consist of typical breakfast meal such as eggs, grits, biscuit, variety of sausage or bacon. Lunch will consist of a minimum 4 ounces of meat, 2 servings of vegetables (one half cup each minimum), and a desert.

Bidders must also submit a copy of their Food Service Permit and last inspection report.

The meals will be provided on disposable plates with disposable utensils at no additional cost. The portions on each meal must be segregated so that the various portions do not get intermingled during travel (for example meat and vegetables must be segregated so they don't create a mixed meal during transit.

Special diabetic meals must be provided when requested by the County. If an additional cost is to be applied for special meals then that cost must be included on the bid supplemental form. Otherwise the cost for a regular meal will be the same cost charged for the special meals.

Meals must be delivered hot to the jail by 7:00 am (breakfast) and 1:00 pm (lunch) each day of the year (7 days per week, 365 days per year). The evening snack which consists of a sandwich which contains any various deli meat products along with cookies or pre-sealed cake/desert will be delivered with the hot lunch meal and stored in a cooler at the jail until the evening serve time.

Breakfast Plate will consist of the following:

- 2 Scrambled Eggs
- 1 Cup Grits or 1 Cup Oatmeal
- Meat; Sausages, Bacon, or Smoke link
- Biscuit or Toast
- Coffee and Milk

Lunch Plate will consist of the following:

- Meatloaf, Chicken fried, grilled or baked, Steak, BBQ
- 1/2 Cup each if two vegetables or 1 cup if one vegetable may consist of rice, bean, cabbage, squash, or potatoes
- Cornbread or Roll
- Dessert
- Tea, Cool Aid, or Lemonade

Evening Snack will consist of 1 meat sandwich and desert as described
All plates must have the same meal unless a special diet plate is ordered.

Special diet meal will consist of the following:

Diabetic Plates and food items consistent with the needs of diabetic individuals; Low Sodium or no sodium plates; Plates and food items which comply with the Religious belief of certain inmates such as no pork products; Liquid diet as may be ordered by medical such as chicken broth; Plates that comply with inmates who may have allergic reactions to certain foods such as shell fish, eggs, peanut butter etc.

The daily portions set forth by The American Heart Association and The State of Georgia for a sedentary inmate (breakfast, lunch, and snack) must be a minimum of 2000 calories per day. A working inmate (trustee) must receive no less than 2400 calorie diet per day. Calorie count may be increased by adding various condiments to the meal plate.

Coffee and Orange Juice or Milk for Breakfast and Tea or cool aid type drink for lunch will also be provided at no additional cost. Approximately 16 ounces of drink per meal must be provided in large containers. Cups and ice are not a part of this bid.

On the bid supplemental form, you must describe a typical meal.

II. GENERAL INFORMATION FOR BIDDERS

Hart County reserves the right to reject any or all bids, further negotiate with one or more bidders, and waive any technicalities or informalities if it is deemed in the best interest of the County. Hart County assumes no responsibility in the costs incurred by the bidder in preparing a response.

It is the bidder's responsibility to verify all quantities and specifications are met to perform the work as specified herein, before submitting their bid. Price submitted shall include all labor and materials for completion of the work. In the event of a conflict between these specifications and any referenced specifications the higher quality specification shall supersede. Quantities listed are approximate and may be varied at the discretion of the Owner.

All measurements given on the list of work to be done are approximate. It is the contractor's responsibility to verify all quantities and measurements necessary to perform the work as specified herein, before submitting their bid.

Bids submitted and prices submitted shall be valid for 90 days after submittal of bids. After this 90 day period, the bidder has the right to withdraw his pricing or be awarded the work at the bid price should the County choose to award this work.

The Contractor shall be responsible for all damage or injury to property of any character resulting from any act, omission, negligence, or misconduct in the prosecution of the work. When any direct or indirect damage or injury is done to private or public property by or on account of any act, omission, negligence or misconduct in the execution of the work, the Contractor shall either restore at his own expense such property to a condition similar or equal to that existing before such damage or injury occurred; or shall make good such damage or injury in a manner acceptable to the owner of the damaged property and to the County.

II. PREPARATION OF BID

A. Submit bid on the proposal forms provided. Complete both the bid form and bid supplemental form. Place the bid in both numbers and words on the bid form in the space provided. In the event of a conflict between the number and words bid the price in words shall be used. Place bid within an envelope addressed:

Hart County Board of Commissioners
800 Chandler Street
Hartwell, GA 30643
Attn: Terrell Partain

Place on outside of envelope:

“Bid for Jail Food”

B. Any deviations (exceptions) from the bid specifications must be included on the Bid **Supplemental form**. Such deviations may be evaluated by the Owner in making a final determination as to the selection of a bidder.

Describe a typical meal on this form. Also place any additional charges on this form (i.e. special diabetic meal charges etc...).

References for similar work (minimum of three) as this project must also be included on the bid supplemental form or attached with the bid.

Bidder must include Insurance Certificate as required under section IV or include a statement or documentation verifying that bidder will be able to secure the required insurance.

Bidder must also include certification as applicable for licensure requirements of section IV or include a statement verifying that the bidder will be able to meet the licensure requirements for this work especially requirements of the Hart County Health Department.

- C.** Submit proposals filled out in ink or typewritten, without erasure, interlineations or changes. No bid changes will be permitted to be placed on the outside of the envelop. If a bidder desires to change the bid prior to the deadline for acceptance, the bidder may remove and place the revised bid in a new sealed envelop.
- D.** Make proposals in name of the principal and if a partnership, give names of all parties. Give exact post office address. If an agent submits proposals, provide satisfactory evidence of agency authority with proposal.

III. BIDDER'S RESPONSIBILITY

- A. Before submitting their bid, the Bidder shall carefully perform all necessary investigations to inform themselves thoroughly as to the specifications needed for this work.

IV. INSURANCE, LAWS, PERMITS, LICENSES, REGULATIONS, ETC.

- A. Licensure for work will be as required by any applicable regulatory agency.
- B. The successful bidder shall be required to submit proof of workman's compensation coverage for all employees of the bidder, as well as public liability insurance of at least \$500,000/\$1,000,000 limits. In addition, the successful bidder will be solely responsible for any damages done by their company (or their subcontractors and suppliers) to public utilities and/or personal property as a result of the execution of this Contract.

V. INTERPRETATIONS OR ADDENDA

Any questions concerning this invitation should be directed via fax or mailed to:
Terrell Partain,
Hart County Administrator,
800 Chandler Street
Hartwell, GA 30643,
Fax: 706-376-9477

Hart County reserves the right to reject any or all bids, to further negotiate with one or more bidders, and, to waive any technicalities and informalities, and to accept the bid deemed to be in the best interest of the County.

No oral changes or interpretations shall be made to any bidder regarding the bid Documents or any part thereof. Every request for an interpretation shall be made in writing via fax or mail to: Terrell Partain, Hart County Administrator, at the contact information above.

Any inquiry received five or more days prior to the date fixed for acceptance of bids will be given consideration and addressed to all known bidders in the form of an Addendum. Any changes or interpretations to the specifications shall also be in the form of an Addendum to the Bid Documents. All Addenda will be faxed and mailed to each person holding Bid Documents, but it shall be the bidder's responsibility to make inquiries as to the Addenda issued. All such Addenda shall become part of the Bid Documents and all bidders shall be bound by such Addenda, whether or not received by the bidders. It shall be the bidders responsibility to ensure delivery of any and all requests for interpretations.

End of Bid Package

CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verified its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is contracting with the Hart County Board of Commissioners has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United State Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the Hart County Board of Commissioners, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the (name of the public employer) at the time the subcontractor(s) is retained to perform such service.

EEV/Basic Pilot Program* User Identification Number

BY: Authorized Officer or Agent

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON
THIS THE ____ DAY OF _____, 202__

Notary Public

My Commission Expires:

* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

Private Employer Exemption Affidavit Pursuant to O.C.G.A. § 36-60-6(d)

By executing this affidavit, the undersigned private employer verifies that it is exempt from compliance with O.C.G.A. § 36-60-6, stating affirmatively that the individual, firm, or corporation employs ten (10) or fewer employees and is not required to register with and/or utilize the federal work authorization program commonly known as E-verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 36-60-6.

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, _____, 202__ in _____ (city), _____ (state).

Printed Name of Exempt Private Employer

Signature of Exempt Private Employer or
Authorized Officer or Agent

Printed Name and Title of Person Executing Affidavit

SUBSCRIBED AND SWORN BEFORE ME
ON THIS _____ DAY OF _____, 202__.

NOTARY PUBLIC

My Commission Expires: _____

January 5, 2022

Dear Sirs:

This is to advise I have sold Backtracks to Tawannda Smith and Nicole McCollough, two long term employees. This letter will serve as my 30-day notice on the Jail contract.

I would appreciate any consideration given for the contract to continue under this new ownership.

If you should have any questions or concerns, please contact me at (706) 371-5194.

Sincerely,

A handwritten signature in black ink, appearing to read 'Greg Fleming', with a stylized, cursive script.

Greg Fleming