



GWINNETT COUNTY  
**BOARD OF COMMISSIONERS**

75 Langley Drive | Lawrenceville, GA 30046-6935  
O: 770.822.7000 | F: 770.822.7097  
[GwinnettCounty.com](http://GwinnettCounty.com)

Nicole L. Hendrickson, Chairwoman  
Kirkland Dion Carden, District 1  
Ben Ku, District 2  
Jasper Watkins III, District 3  
Matthew Holtkamp, District 4

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**Work Session Agenda**  
**Tuesday, January 20, 2026 - 10:00 AM**

**I. Call To Order**

**II. Approval of Agenda**

**III. New Business - Contract Renewals**

**1. Multiple Departments**

**2026-0081 Approval** to renew BL127-21, full inspection, testing, maintenance, repair, and installation services of fire alarm systems at various County buildings on an annual contract (February 8, 2026 through February 7, 2027), Part I with Entec Systems, Inc. and Part II with Century Fire Protection, LLC, amount not to exceed \$250,000.00. (Recommendation: Approval)

**2026-0085 Approval** to renew BL120-22, cutting and removal of trees and limbs and stump grinding on an annual contract (February 7, 2026 through February 6, 2027), with Turcios Tree Services, LLC, as the primary service provider, and Performance Tree Service, LLC, as the secondary service provider, amount not to exceed \$552,400.00. (Recommendation: Approval)

**2. Information Technology Services/Dorothy Parks**

**2026-0054 Approval** to renew SS023-25, purchase of Bi-Directional Amplifier and MACH alert maintenance and support on an annual contract (January 1, 2026 through December 31, 2026), with Motorola Solutions, amount not to exceed \$120,058.07. (Recommendation: Approval)

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### **III. New Business - Contract Renewals**

#### **3. Police Services/James D. McClure**

**2026-0063 Approval** to renew BL124-24, provision of landscaping services for various Police facilities on an annual contract (January 31, 2026 through January 30, 2027), with Visionscapes, Inc., amount not to exceed \$135,000.00. (Recommendation: Approval)

#### **4. Water Resources/Rebecca Shelton**

**2026-0067 Approval** to renew SS046-22, provision of products and services for Siemens Industry variable frequency drives on an annual contract (February 8, 2026 through February 7, 2027), with Innomatics, LLC, amount not to exceed \$250,000.00. (Recommendation: Approval)

**2026-0069 Approval** to renew SS037-22, provision of products and services for the Veolia ozone generation systems on an annual contract (February 22, 2026 through February 21, 2027), with Veolia Water Technologies Treatment Solutions USA, Inc., amount not to exceed \$1,630,000.00. (Recommendation: Approval) (Water and Sewerage Authority Approved on January 12, 2026, Vote 5-0.)

### **IV. New Business**

#### **1. Commissioners**

**2026-0111 Approval** to accept the resignation of Johnny Blan from the Board of Assessors. Term expires February 15, 2028. Chairwoman's Appointment

**2026-0112 Approval** to appoint Lauren Tringali, District 1 appointment (Incumbent Christina Westmeyer) and Incumbent Tonya Anderson, District 3 appointment to the Gwinnett Animal Advisory Council. Terms expire December 31, 2027.

**2026-0113 Approval** to appoint Incumbent Randy Redner to the Gwinnett County Human Services Advisory Board. Member serves at the pleasure of the Board of Commissioners. District 1/Carden

**2026-0115 Approval** to appoint to the Gwinnett County Police Citizens Advisory Board: Chanteasea Estes, Gwinnett 101 Citizens Academy Alumni Board Representative (Incumbent Cheryl Murdock); Allison Wilkerson, Gwinnett Municipal Association Representative (Incumbent Marc Cohen); Cooper Henson, Gwinnett Technical College Student Government Association Representative (Incumbent Mathias Sosa); and Danielle Carico, View Point Health Representative (Incumbent Pej Mahdavi). Terms expire January 31, 2028. Board of Commissioners Appointments

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## IV. New Business

### 1. Commissioners

**2026-0116 Approval** to appoint Matthew Bonadies to the Gwinnett County Stormwater Authority, Seat 1. Term expires December 31, 2029. Incumbent Rich Edinger. District 1/Carden

**2026-0117 Approval** to appoint Incumbents Curt Thompson, District 1 appointment and Henry Rawls, District 3 appointment to the Gwinnett County Water & Sewerage Authority. Terms expire December 31, 2026.

**2026-0118 Approval** to appoint Incumbent Darryl Hughes to the Gwinnett Animal Control Hearing Board. Term expires July 31, 2026. District 3/Watkins

### 2. Administrative Office of the Court/Phil Boudewyns

**2026-0089 Award OS002-26**, West Proflex Professional subscription on a multi-year contract, to Thompson Reuters. The initial term of this contract shall be February 1, 2026 through January 31, 2027, amount not to exceed \$89,520.00. This contract may be automatically renewed on an annual basis for a total lifetime contract term of 36 months, total amount not to exceed \$284,995.92. (Recommendation: Award)

### 3. Community Services/Lindsey Jorstad

**2026-0093 Award RP033-25**, provision of veterinary medical services on a multi-year contract, to A.W.A. Georgia, LLC. The initial term of this contract shall be February 19, 2026 through December 31, 2026, amount not to exceed \$840,000.00. This contract may be automatically renewed on an annual basis for a total lifetime contract term of five (5) years, total amount not to exceed \$4,370,100.00. (Recommendation: Award)

**2026-0057 Approval/authorization** for the Chairwoman to execute a contract with Gwinnett County Department of Family and Children Services in the amount of \$660,638.00 for the period of January 1, 2026 through December 31, 2026. (Recommendation: Approval)

**2026-0058 Approval/authorization** for the Chairwoman to execute a contract with View Point Health in the amount of \$1,443,341.00 for the period of January 1, 2026 through December 31, 2026. (Recommendation: Approval)

**2026-0059 Approval/authorization** for the Chairwoman to execute a contract with Gwinnett Coalition, Inc. in the amount of \$235,088.00 for the period of January 1, 2026 through December 31, 2026. (Recommendation: Approval)

## Work Session Agenda

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### **IV. New Business**

#### **3. Community Services/Lindsey Jorstad**

**2026-0060 Approval/authorization** for the Chairwoman to execute a contract with Mosaic Georgia, Inc. in the amount of \$875,000.00 for the period of January 1, 2026 through December 31, 2026. (Recommendation: Approval)

**2026-0061 Approval/authorization** for the Chairwoman to execute a contract with Gwinnett County Board of Health d/b/a Gwinnett County Health Department, in the amount of \$3,345,000.00 for the period January 1, 2026 through December 31, 2026. (Recommendation: Approval)

**2026-0062 Approval/authorization** for the Chairwoman to execute a contract with the Latin American Association, Inc., in the amount of \$1,012,300.00 for the period of January 1, 2026 through December 31, 2026. (Recommendation: Approval)

**2026-0066 Approval/authorization** to accept a grant from the Atlanta Regional Commission. These funds will allow Gwinnett County Health and Human Services to continue the GET IN GEAR voucher program, a transportation service for seniors and disabled adults 18 years of age and older which improves quality of the life while aging in place. The grant contract is \$67,200.00 with a required local match of \$13,440.00. The match requirement will be partially funded by program user fees. Approval/authorization for the Chairwoman, or designee, to sign any and all related documents. (Recommendation: Approval)

#### **4. Human Resources/Adrienne McAllister**

**2026-0126 Approval/authorization** for the Chairwoman to execute a Resolution providing for a salary supplement for the Tax Commissioner of Gwinnett County. (Recommendation: Approval)

#### **5. Information Technology Services/Dorothy Parks**

**2026-0056 Award BL143-25**, provision of VMware Cloud Licensing and Live Recovery Protection on a multi-year contract, to New Tech Solutions, Inc. The initial term of this contract shall be January 20, 2026 through December 31, 2026, amount not to exceed \$1,027,134.95. This contract may be automatically renewed on an annual basis for a total lifetime contract term of five (5) years, total amount not to exceed \$5,135,674.75. (Recommendation: Award)

#### **6. Law Department/Michael P. Ludwiczak**

**2026-0096 Approval** of the settlement in the case of Amanda Zapata Campos v. Gwinnett County, State Court of Gwinnett County, Georgia, Civil Action File Number 25-C-01780-S3, in the amount of \$400,000.00.

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### **IV. New Business**

#### **6. Law Department/Michael P. Ludwiczak**

**2026-0049 Approval/authorization** for Declaration of Taking Condemnation proceedings for the property of the Milam Inspiration Living Trust, consisting of 104,589 square feet of permanent utility easement and 121,646 square feet of 24 month temporary construction easement, Tax Parcel Nos. R7243 001, R7243 170, and R7246 001, 1 Inspiration Drive, Duluth, Georgia, amount \$615,700.00. This project is funded by the Water and Sewer Renewal & Extension Fund.

**2026-0052 Approval/authorization** for the Chairwoman to sign any and all documents necessary to enter into an Intergovernmental Agreement with the Gwinnett County Water and Sewerage Authority, and the City of Loganville related to water and sewer service delivery for four properties annexed by Loganville. (Approved by the Water & Sewerage Authority on January 12, 2026 - Vote 5-0.)

**2026-0090 Approval/authorization** for Declaration of Taking Condemnation proceedings for the property of Peregrine Development LLC, The Piedmont Bank and Campbell Real Estate Group, L.L.C., consisting of 365.02 square feet of fee simple right of way, 1,944.89 square feet of permanent construction easement, and 9,296.21 square feet of 24-month temporary driveway easement, Tax Parcel No. R6164 261, 4771 Britt Road, Norcross, GA, amount \$52,400.00. This project is funded by the 2023 SPLOST program.

#### **7. Parks and Recreation/Chris Minor**

**2026-0080 Award BL125-25**, provision of maintenance and repair of irrigation systems on a multi-year contract, to Mickey and Son's, LLC. The initial term of this contract shall be March 1, 2026 through December 31, 2026, amount not to exceed \$87,440.00. This contract may be automatically renewed on an annual basis for a total lifetime contract term of five (5) years, total amount not to exceed \$455,053.20. (Recommendation: Award)

**2026-0094 Award BL119-25**, provision of maintenance, repair, and resurfacing of outdoor sports courts on a multi-year contract, to McGrath Industries, LLC dba Talbot Tennis and Southeastern Tennis Courts, Inc. The initial term of this contract shall be January 21, 2026 through December 31, 2026, amount not to exceed \$168,516.75. This contract may be automatically renewed on an annual basis for a total lifetime contract term of five (5) years, total amount not to exceed \$873,073.01. (Recommendation: Award)

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## **IV. New Business**

### **7. Parks and Recreation/Chris Minor**

**2026-0053 Approval/authorization** to accept a Land and Water Conservation Fund grant from the Georgia Department of Natural Resources in the amount of \$500,000.00. This funding will be used as part of the Vines Park Phase II Extension. The local match will be \$500,000.00 and funded by the 2023 SPLOST Program. Approval/authorization for the Chairwoman or designee to sign any and all related documents. (Recommendation: Approval)

### **8. Police Services/James D. McClure**

**2026-0043 Approval/authorization** for the Chairwoman to execute an Intergovernmental Agreement between Gwinnett County and the Georgia Department of Public Safety (DPS) for the provision of a framework for interoperability of certain Gwinnett County Police Department (GCPD) and DPS-designated Talkgroups. (Recommendation: Approval)

### **9. Support Services/Ron Adderley**

**2026-0068 Award BL104-25**, provision of Galaxy Access Control system integrator services on an annual contract (January 20, 2026 through January 19, 2027), to A3 Communications, Inc., amount not to exceed \$208,744.25. (Recommendation: Award)

**2026-0087 Award RP030-25**, provision of custodial services at various county facilities on a multi-year contract, to Intercontinental Commercial Services, Inc. The initial term of this contract shall be February 1, 2026 through December 31, 2026, amount not to exceed \$2,748,786.53. This contract may be automatically renewed on an annual basis for a total lifetime contract term of five (5) years, total amount not to exceed \$13,743,932.65. (Recommendation: Award)

**2026-0077 Approval/authorization** for the Chairwoman to execute any and all documents necessary to grant an underground power easement to Georgia Power Company for installation and maintenance of power utility infrastructure to serve the Dacula Activity Building at 2735 Auburn Avenue, Dacula. (Recommendation: Approval)

### **10. Transportation/Edgardo Aponte**

**2026-0086 Award BL124-25**, Ridge Road at Thompson Mill Road intersection improvement project, to Backbone Infrastructure, LLC, amount not to exceed \$3,060,001.00. This contract is funded by the 2017 SPLOST Program. (Recommendation: Award)

## **Work Session Agenda**

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## **IV. New Business**

### **11. Water Resources/Rebecca Shelton**

**2026-0021 Award BL079-25**, replacement of odor control fans at the F. Wayne Hill Water Resources Center, to IHC Construction Companies, LLC, amount not to exceed \$1,950,000.00. (Recommendation: Award) (Water and Sewerage Authority Approved on January 12, 2026, Vote 5-0.)

**2026-0023 Award BL110-25**, purchase of outdoor pad mount switches and compartmental transformers, to Magnetron USA, LLC and Nationwide Electric Supply, LLC, amount not to exceed \$107,823.00. (Recommendation: Award)

**2026-0026 Award BL106-25**, Kent Court water main replacement, to The Dickerson Group, Inc., amount not to exceed \$1,967,810.38. (Recommendation: Award) (Water and Sewerage Authority Approved on January 12, 2026. Vote 4-0.)

**2026-0034 Award BL113-25**, Wayne Mason raw water intake improvements, to Garney Companies, Inc., amount not to exceed \$40,434,170.00. Approval/authorization for the Chairwoman or designee to sign any and all related documents. (Recommendation: Award) (Water and Sewerage Authority Approved on January 12, 2026, Vote 4-0.)

**2026-0042 Award BL005-26**, provision of inspections, repair, and rehabilitation of aboveground pre-stressed concrete tanks on an annual contract, to Structural Preservation Systems, LLC, amount not to exceed \$334,468.50. (Recommendation: Award)

**2026-0055 Award BL126-25**, downstream Gas South sewer replacement, to JDS, Inc., amount not to exceed \$5,460,297.00. (Recommendation: Award) (Water and Sewerage Authority Approved on January 12, 2026, Vote 4-0.)

**2026-0070 Approval** to increase SS004-22, maintenance of Watson-Marlow/Bredel pumps and control panels on an annual contract for the current contract period (April 19, 2025 through April 18, 2026), with Eco-Tech, Inc. from \$600,000.00 to \$950,000.00 and approval to renew (April 19, 2026 through April 18, 2027), amount not to exceed \$1,365,000.00. (Recommendation: Approval) (Water and Sewerage Authority Approved on January 12, 2026, Vote 5-0.)

## **V. Adjournment**

## MEMORANDUM

To: Chairwoman Hendrickson  
District 1 Commissioner Carden  
District 2 Commissioner Ku  
District 3 Commissioner Watkins  
District 4 Commissioner Holtkamp

From: Ashia Gallo, Communications Department

The following item(s) will be on the agenda for the BOC business session on **January 20, 2026**, under the item of business announcements as a resolution of recognition, award, etc., as indicated:

- 1) **Proclamation:** Honoring the Achievement of the Daniel Burnham Award for the 2045 Unified Plan  
**Requested by:** Matthew Dickison, Planning and Development Director  
**Attendee(s):** Representatives from Gwinnett Planning and Development  
**Presented by:** Chairwoman Nicole Love Hendrickson

cc: Glenn Stephens  
Buffy Rainey  
Joe Sorenson  
Heather Sawyer  
Kimberly Banner  
Tina King  
Carli Primavera  
Lauren Gamel  
Lindsey Gravitt

Betrand Williams  
Arteen Afshar  
Hunter Coleman  
Neshanta Banks  
Katie Gill  
Tammy Gibson  
Jeanie Donaldson  
Chad Wasdin

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input checked="" type="checkbox"/> Renewals
20260081	20241084			
Department:	Financial Services		Date Submitted:	12/26/2025
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	Purchasing - Brandi Cantie - SA		Multiple Depts?	Yes
Agenda Type	Approval			
Item of Business:			Locked by Purchasing	No
to renew BL127-21, full inspection, testing, maintenance, repair, and installation services of fire alarm systems at various County buildings on an annual contract (February 8, 2026 through February 7, 2027), Part I with Entec Systems, Inc. and Part II with Century Fire Protection, LLC, amount not to exceed \$250,000.00.				
Attachments	Summary Sheet, Justification Letters			
Authorization: Chairwoman's Signature?	No			
Staff Recommendation	Approval			
BAC Action:				
Department Head	raroyal (1/10/2026)			
Attorney	grschroff (1/14/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Various Operating	*	\$250,000	brainey (1/14/2026)
Finance Comments	*The current balance is checked in Repairs & Maintenance as services are provided. For FY2026, \$236,600 is allocated. For FY2027, \$13,400 is subject to budget approval.			FinDir's Initials raroyal (1/14/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		Vote
Action	Renewals	
Tabled		
Motion		
2nd by		
		No Action Taken

**SUMMARY – BL127-21****Full Inspection, Testing, Maintenance, Repair, and Installation Services of Fire Alarm Systems at Various County Buildings on an Annual Contract**

<b>PURPOSE:</b>	Provide services for installation and maintenance of fire alarm systems on an as needed basis.
<b>LOCATION:</b>	Various locations throughout Gwinnett County
<b>AMOUNT TO BE SPENT:</b>	\$250,000.00
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$218,500.00
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$265,287.73
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	0%
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	N/A
<b>NUMBER OF RESPONSES:</b>	N/A
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	N/A
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	This is renewal option four (4) of four (4).
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	An analysis reveals that pricing is comparable to current market conditions.
<b>CONTRACT TERM:</b>	February 8, 2026 through February 7, 2027

**COMMENTS:**



# Gwinnett County Sheriff's Office

2900 University Parkway • Lawrenceville, GA 30043 • 770.619.6500  
GwinnettCountySheriff.com | Twitter & Facebook @GwinnettSheriff

Sheriff Keybo Taylor

Chief Cleophas Atwater

## MEMORANDUM

TO: Savannah Anderson  
Purchasing Associate II

THROUGH: Cleophas Atwater *CA*  
Chief

FROM: Samenatha Sainmelus *SS*  
Business Manager

SUBJECT: Recommendation to Renew BL127-21 Full Inspection, Testing, Maintenance, Repair, and Installation Services of Fire Alarm Systems at Various County Buildings on an Annual Contract

DATE: October 15, 2025

### REQUESTED ACTION

The Department of Gwinnett County Sheriff's Office recommends renewal of the above referenced contract with Century Fire Protection, LLC and Entec Systems, Inc. in the amount of \$35,000.00.

### DESCRIPTION

This contract is for the annual inspection and repairs of the fire alarm systems in the Detention Center.

### FINANCIAL

1. Estimated amount to be spent: \$35,000.00
2. Projected amount to be spent previous contract period: \$55,000.00
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No        N/A
5. Grant Funded: Yes        No X
6. SPLOST Funded: Yes        No X
7. Contact name: Glen Fountain Contact phone: 770-619-6406



## MEMORANDUM

TO: Savannah Anderson  
Purchasing Associate II

FROM: Ron Adderley   
Director of Support Services

SUBJECT: Recommendation to Renew BL127-21 – Full Inspection, Testing, Maintenance, Repair, and Installation Services of Fire Alarm Systems at Various County Buildings on an Annual Contract.

DATE: December 10, 2025

### REQUESTED ACTION

The Department of Support Services recommends renewal of the above referenced contract to Entec Systems, Inc., for Part I, and to Century Fire Protection, LLC, for Part II, in the total amount of \$200,000.00.

### DESCRIPTION

This contract is a multi-departmental contract for the inspection, testing, maintenance, repair, and installation of the County's fire alarm systems. This is the last of four renewal options.

### FINANCIAL

1. Estimated amount to be spent: \$200,000.00
2. Projected amount to be spent previous contract period: \$201,832.41
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No        N/A
5. Grant Funded: Yes        No X
6. SPLOST Funded: Yes        No X
7. Contact name: Brian Greene Contact phone: 770.822.8967



## MEMORANDUM

TO: Savannah Anderson  
Purchasing Associate II

THROUGH: Rebecca Shelton, PE *RS*  
Director, Department of Water Resources

FROM: Sean Meyer *SM*  
Deputy Director, Facility Operations

SUBJECT: Recommendation to Renew BL127-21 Full Inspection, Testing, Maintenance, Repair and Installation Services of Fire Alarm Systems at Various County Buildings on an Annual Contract

DATE: December 12, 2025

### REQUESTED ACTION

The Department of Water Resources recommends renewal of the above referenced contract with Entec Systems Inc. and Century Fire Protection, LLC with a departmental allocation of \$15,000.00

### DESCRIPTION

The Department of Water Resources uses this multi-departmental contract for inspection, testing, maintenance, installation, and repair of fire alarm systems at various buildings maintained by the Department.

### FINANCIAL

1. Estimated amount to be spent: \$15,000.00
2. Projected amount spent previous contract period: \$8,455.32
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No
5. Grant Funded: Yes    No X
6. SPLOST Funded: Yes    No X
7. Contact name: Adam Garmon (DWR) Contact phone: 678-376-7181 *AG*

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input checked="" type="checkbox"/> Renewals
20260085	20250032			
Department:	Financial Services		Date Submitted:	12/30/2025
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	Purchasing – Katie Maldonado – SA		Multiple Depts?	Yes
Agenda Type	Approval			
Item of Business:			Locked by Purchasing	No
to renew BL120-22, cutting and removal of trees and limbs and stump grinding on an annual contract (February 7, 2026 through February 6, 2027), with Turcios Tree Services, LLC, as the primary service provider, and Performance Tree Service, LLC, as the secondary service provider, amount not to exceed \$552,400.00.				
Attachments	Summary Sheet, Justification Letters			
Authorization: Chairwoman's Signature?	No			
Staff Recommendation	Approval			
BAC Action:				
Department Head	raroyal (1/10/2026)			
Attorney	grschroff (1/14/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Various Operating	*	\$552,400	brainey (1/14/2026)
Finance Comments	*The current balances in Repairs & Maintenance and Fleet Repair & Maintenance are checked as services are provided. For FY2026, \$527,800 is allocated. For FY2027, \$24,600 is subject to budget approval.			FinDir's Initials raroyal (1/14/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	Renewals	
Tabled		
Motion		
2nd by		
Vote		

**SUMMARY –BL120-22**  
**Cutting and Removal of Trees and Limbs and Stump Grinding**  
**on an Annual Contract**

<b>PURPOSE:</b>	Cutting and removal of trees and limbs and stump grinding for various County departments
<b>LOCATION:</b>	Various locations throughout Gwinnett County
<b>AMOUNT TO BE SPENT:</b>	\$552,400.00
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$479,000.00
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$445,973.00
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	<1% increase
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	N/A
<b>NUMBER OF RESPONSES:</b>	N/A
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	N/A
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	This is renewal option three (3) of four (4).
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	An analysis reveals that pricing is comparable to current market conditions.
<b>CONTRACT TERM:</b>	February 7, 2026 through February 6, 2027

COMMENTS:



# Gwinnett

GWINNETT COUNTY  
DEPARTMENT OF FIRE AND EMERGENCY SERVICES

408 Hurricane Shoals Road NE | Lawrenceville, GA 30046-4406  
O: 678.518.4800 | F: 678.518.4806  
GwinnettCounty.com | GwinnettFire.org

## MEMORANDUM

TO: Savannah Anderson  
Purchasing Associate II

THROUGH: Fred Cephas Director of Fire and Emergency Services

FROM: Michael Williamson Section Manager

SUBJECT: Recommendation to Renew BL120-22 Cutting and Removal of Trees and Limbs and  
Stump Grinding

DATE: December 8, 2025

### REQUESTED ACTION

The Department of Fire and Emergency Services recommends renewal of the above referenced contract with **Performance Tree Service, LLC** and **Turcios Tree Services, LLC**, in the amount of \$4,000.00. This is a multi-departmental contract, and this letter represents the Department of Fire and Emergency Services' portion.

### DESCRIPTION

This contract allows the above contractors to provide cutting of trees, limbs and stumps grinding services and associated miscellaneous site work as requested by the Department of Fire and Emergency Services.

### FINANCIAL

1. Estimated amount to be spent \$4,000.00
2. Projected amount to be spent previous contract period: \$0
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No    N/A
5. Grant Funded: Yes    No X
6. SPLOST Funded: Yes    No X
7. Contact name: Crystal Terry Contact phone: 678-518-4956



## MEMORANDUM

TO: Savannah Anderson  
Purchasing Associate II

THROUGH: Chris Minor *C. Minor*  
Director of Parks and Recreation

FROM: Summer Hamood *Summer Hamood*  
Program Coordinator

SUBJECT: Recommendation to Renew: BL120-22 Cutting and Removal of Trees, Limbs and Stump  
Grinding on an Annual Contract

DATE: November 20, 2025

### REQUESTED ACTION

The Department of Parks and Recreation recommends renewing the above referenced contract with Performance Tree Service, LLC, and Turcios Tree Services, LLC, in the amount of \$130,000.00.

### DESCRIPTION

This contract provides for various tree services including cutting and removal of trees, limbs and stump grinding at locations throughout the County.

### FINANCIAL

1. Estimated amount to be spent: \$130,000.00
2. Projected amount to be spent previous contract period: \$115,000.00
3. Do total obligations agree with "Action Requested"? Yes   X   No
4. Budgeted: Yes   X   No
5. Grant Funded:        No   X
6. SPLOST Funded: Yes        No   X
7. Contact name: Summer Hamood Contact phone: 770-822-8856



## MEMORANDUM

TO: Savannah Anderson  
Purchasing Associate II

THROUGH: C. C. Long, Acting Chief of Police *Ch*  
Department of Police Services

FROM: Felicia Kemp *JK*  
Financial Supervisor

SUBJECT: Recommendation to Renew BL120-22 Cutting and Removal of Trees and Limbs  
and Stump Grinding on an Annual Contract

DATE: October 21, 2025

### REQUESTED ACTION

The Department of Police Services recommends renewal of the above referenced contract with Performance Tree Service, LLC and Turcios Tree Services, LLC, in the amount of \$28,000.00.

### DESCRIPTION

Provision of cutting and removal of trees, limbs, and stump grinding on an annual contract, for various Police facilities.

### FINANCIAL

1. Estimated amount to be spent: \$28,000.00
2. Projected amount to be spent previous contract period: \$28,000.00
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No        N/A
5. Grant Funded: Yes        No X
6. SPLOST Funded: Yes        No X
7. Contact name: Tina Dones Contact phone: 770-513-5064



# Gwinnett County Sheriff's Office

2900 University Parkway • Lawrenceville, GA 30043 • 770.619.6500  
GwinnettCountySheriff.com | Twitter & Facebook @GwinnettSheriff

Sheriff Keybo Taylor

Chief Cleophas Atwater

## MEMORANDUM

TO: Savannah Anderson  
Purchasing Associate II

THROUGH: Cleophas Atwater  
Chief

FROM: Alicia Carmon  
Business Manager

SUBJECT: Recommendation to Renew BL120-22 Cutting and Removal of Trees and Limbs and  
Stump Grinding on an Annual Contract

DATE: November 3, 2025

### REQUESTED ACTION

The Department of Gwinnett County Sheriff's Office recommends renewal of the above referenced contract with Performance Tree Service, LLC and Turcios Tree Services, LLC in the amount of \$30,000.00.

### DESCRIPTION

This contract is for the removal of trees, limbs and stumps from the area surrounding the Detention Center.

### FINANCIAL

1. Estimated amount to be spent: \$30,000.00
2. Projected amount to be spent previous contract period: \$0.00
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No        N/A
5. Grant Funded: Yes        No X
6. SPLOST Funded: Yes        No X
7. Contact name: Glen Fountain Contact phone: 770-619-6406



## MEMORANDUM

TO: Savannah Anderson  
Purchasing Associate II

FROM: Ron Adderley   
Director of Support Services

SUBJECT: Recommendation to Renew BL120-22 Cutting and Removal of Trees and Limbs and Stump Grinding on an Annual Contract

DATE: November 17, 2025

### REQUESTED ACTION

The Department of Support Services recommends renewal of the above referenced contract with Performance Tree Service, LLC and Turcios Tree Services, LLC, in the amount of \$60,400.00.

### DESCRIPTION

This is a multi-departmental contract for cutting and removal of trees, limbs, and stump grinding for locations throughout Gwinnett County. This is the third of four renewal options.

### FINANCIAL

1. Estimated amount to be spent: \$60,400.00
2. Projected amount to be spent previous contract period: \$58,000.00 (2/07/2025 - 2/06/2026)
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No        N/A
5. Grant Funded: Yes        No X
6. SPLOST Funded: Yes        No X
7. Contact name: Charles Welch Contact phone: 770.822.3171



## MEMORANDUM

**TO:** Savannah Anderson, Purchasing Associate II  
Department of Financial Services 

**THROUGH:** Edgardo E. Aponte, P.E., Director   
Department of Transportation

**FROM:** Jeff Charlton, R.L.A., Division Director   
Department of Transportation

**SUBJECT:** **Recommendation to Renew BL120-22**  
**Cutting and Removal of Trees and Limbs, and Stump Grinding on an Annual Contract**

**DATE:** December 23, 2025

### REQUESTED ACTION

The Department of Transportation recommends renewal of the above referenced contract (February 7, 2026 – February 6, 2027) to Performance Tree Service, LLC and Turcios Tree Services, LLC in the amount of \$130,000.00.

### DESCRIPTION

This annual contract is used for the cutting and removal of trees and limbs as well as stump grinding at multiple locations within County-maintained roadways. This is the third of four options to renew this annual contract.

### FINANCIAL

1. Estimated amount to be spent: \$130,000.00
2. Projected amount to be spent previous contract period: \$130,000.00
3. Do total obligations agree with "Action Requested"? Yes X No \_\_\_\_\_
4. Budgeted: Yes X No \_\_\_\_\_
5. Contact name: Paul Brown Contact phone: 770.822.7558



## MEMORANDUM

TO: Savannah Anderson  
Purchasing Associate II

THROUGH: Rebecca Shelton, PE *RS*  
Director, Department of Water Resources

FROM: Sean Meyer *SM*  
Deputy Director, Facility Operations

SUBJECT: Recommendation to Renew BL120-22 Cutting and Removal of Trees, Limbs and Stump  
Grinding on an Annual Contract

DATE: December 8, 2025

### REQUESTED ACTION

The Department of Water Resources recommends renewal of the above referenced contract with Turcios Tree Services, LLC as the primary vendor and Performance Tree Service, LLC as the secondary vendor with a departmental allocation in the amount of \$170,000.00.

### DESCRIPTION

This contract provides services for the removal and disposal of standing trees, as well as fallen or uprooted trees located on Department of Water Resources facilities or easements. This also includes removal of all limbs, debris, and stumps.

### FINANCIAL

1. Estimated amount to be spent: \$170,000.00
2. Projected amount spent previous contract period: \$114,973.00
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No
5. Grant Funded: Yes        No X
6. SPLOST Funded: Yes        No X
7. Contact name: Adam Garmon (DWR) Contact phone: 678-376-7181 *AG*

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input checked="" type="checkbox"/> Renewals
20260054	20250828			
Department:	Information Technology Services		Date Submitted:	12/22/2025
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	Purchasing - Brandi Cantie		Multiple Depts?	No
Agenda Type	Approval			
Item of Business:			Locked by Purchasing	No
to renew SS023-25, purchase of Bi-Directional Amplifier and MACH alert maintenance and support on an annual contract (January 1, 2026 through December 31, 2026), with Motorola Solutions, amount not to exceed \$120,058.07.				
Attachments	Summary Sheet, Justification Letter, Justification Support			
Authorization: Chairwoman's Signature?	No			
Staff Recommendation	Approval			
BAC Action:				
Department Head	daparks (12/29/2025)			
Attorney	grschroff (1/12/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Admin Support	*	\$120,058	brainey (1/9/2026)
Finance Comments	*The current balance in Technical Services is checked as services are provided. For FY2026, \$120,058 is allocated.			FinDir's Initials raroyal (1/9/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	Renewals	
Tabled		
Motion		
2nd by		
		Vote

**SUMMARY – SS023-25****Purchase of Bi-Directional Amplifier and MACH Alert Maintenance and Support on an Annual Contract**

<b>PURPOSE:</b>	This contract provides support and maintenance services to the GJAC BDA System. This will also provide support for the new equipment deployed as part of the Fire Station Alerting system upgrade and includes new TMDA capable data radios for redundancy between the 31 fire stations and links to the FSA servers and MACH Alert Automated CAD dispatch system. The maintenance includes locations at the Police South and East precincts, Fire Station 18, the GCSO jail, Corrections, and GJAC.
<b>LOCATION:</b>	Various locations throughout Gwinnett County
<b>AMOUNT TO BE SPENT:</b>	\$120,058.07
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$114,996.06
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$114,996.06
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	4.4% Increase
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	N/A
<b>NUMBER OF RESPONSES:</b>	N/A
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	N/A
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	January 1, 2026 through December 31, 2026

**COMMENTS:**



## MEMORANDUM

TO: Bethany White, Purchasing Associate II  
Purchasing Division, Department of Financial Services

THROUGH: Dorothy Parks, Director/CIO   
Department of Information Technology Services

FROM: Tor Yang, Division Director of IT Infrastructure   
Department of Information Technology Services

SUBJECT: Recommendation to Renew SS023-25 Purchase of BDA & MACH Alert Maintenance and Support

DATE: December 19, 2025

### REQUESTED ACTION

The Department of Information Technology Services recommends renewal of the above referenced contract with Motorola Solutions for the period of January 1, 2026 through December 31, 2026 in the amount not to exceed \$120,058.07.

### DESCRIPTION

The purpose of this contract is to provide comprehensive support and maintenance services for the county-wide Bi-Directional Amplifier (BDA) and MACH Alert Systems. These systems were deployed as part of the Fire Station Alerting (FSA) system upgrade completed on December 31, 2022, and currently serve all 31 county fire stations. The contract covers maintenance of BDA infrastructure that ensures reliable in-building radio coverage for emergency responders, as well as support for the MACH Alert automated Computer-Aided Dispatch (CAD) system, which links directly to the FSA servers for streamlined dispatching of fire and emergency services. The maintenance includes locations at the Police South and East precincts, Fire Station 18, the GCSO jail, Corrections, and GJAC.

The services under this contract will include, but are not limited to:

- Preventative and corrective maintenance of BDAs and MACH Alert Systems at each fire station.
- Technical support and updates for the MACH Alert CAD dispatch interface.
- Coordination with county IT and fire department staff to ensure minimal service disruptions.
- On-site and remote troubleshooting for both hardware and software components.
- Regular performance testing of the systems to ensure compliance with public safety communication standards.

## **FINANCIAL**

1. Estimated amount to be spent: \$120,058.07
2. Projected amount to be spent previous contract period: \$114,996.06
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No
5. Grant Funded: Yes    No X
6. SPLOST Funded: Yes    No X
7. Contact name: Constance Clinkscales      Contact phone: 770 822-8987



## SERVICE AGREEMENT

500 W Monroe St  
Chicago, IL 60661  
(800) 247-2346

Contract Number: USC000751991  
Contract Modifier: R19-NOV-2025 20:05:11  
Quote Number: QUOTE-3397674

Date: 11/19/2025

Company Name: Gwinnett County, Georgia  
Attn.: Tor Yang  
Billing Address: 75 Langley Dr 2nd Floor West Room 2w664  
City, State, Zip Code: Lawrenceville, GA 30045  
Customer Contact: Tor Yang  
Phone: 770-822-8806

P.O.#: N/A  
Customer #: 1000054700  
Bill to Tag#: 0071  
Contract Start Date: 01-JAN-2026  
Contract End Date: 31-DEC-2026  
Payment Cycle: ANNUALLY  
Currency: USD

QTY	MODEL/OPTION	SERVICES DESCRIPTION	EXTENDED AMT
	SVC01SVC1102C	***** Recurring Services ***** ASTRO DISPATCH SERVICE	\$693.90
	SVC01SVC2007C	ONSITE INFRA RESP-CUSTOM SOW	\$19,942.07
	SVC01SVC2012C	CONTRACT ADMINISTRATION SERVICE	\$27,222.10
	SVC02SVC0493A	DCR-SUA II	\$72,200.00
		Sub Total	\$120,058.07
		Taxes	\$0.00
		Grand Total	\$120,058.07
	SPECIAL INSTRUCTIONS - ATTACH STATEMENT OF WORK FOR PERFORMANCE DESCRIPTIONS		THIS SERVICE AMOUNT IS SUBJECT TO STATE AND LOCAL TAXING JURISDICTIONS WHERE APPLICABLE, TO BE VERIFIED BY MOTOROLA SOLUTIONS
	GWINNETT COUNTY 2026 GJAC, FS13 BDA & DCR SUAI RENEWAL.		
	GWINNETT COUNTY is granted an option to renew the Service Agreement upon the same terms and conditions for up to an additional three (3) consecutive one (1) year terms (each a "Renewal Term"). GWINNETT COUNTY shall exercise each option by issuing a purchase order, or other written instruction to Motorola Solutions, for such Renewal Term.		

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input checked="" type="checkbox"/> Renewals
20260063	20250107			
Department:	Police Services		Date Submitted:	12/23/2025
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	Purchasing - Brandi Cantie - CW		Multiple Depts?	No
Agenda Type	Approval			
Item of Business:			Locked by Purchasing	No
to renew BL124-24, provision of landscaping services for various Police facilities on an annual contract (January 31, 2026 through January 30, 2027), with Visionscapes, Inc., amount not to exceed \$135,000.00.				
Attachments	Summary Sheet, Justification Letter			
Authorization: Chairwoman's Signature?	No			
Staff Recommendation	Approval			
BAC Action:				
Department Head	jdmccle (12/31/2025)			
Attorney	mcintron (1/13/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Police Services	*	\$101,900	brainey (1/9/2026)
Yes	General	*	\$22,100	
Yes	E911	*	\$11,000	
Finance Comments	*The current balance in Professional Service Costs is checked as services are provided. For FY2026, \$123,716 is allocated. For FY2027, \$11,284 is subject to budget approval.			FinDir's Initials raroyal (1/9/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	Renewals	
Tabled		Vote
Motion		
2nd by		

**SUMMARY – BL124-24**  
**Provision of Landscaping Maintenance Services for Various**  
**Police Facilities on an Annual Contract**

<b>PURPOSE:</b>	This contract provides landscaping maintenance services for various Police facilities on an annual contract.
<b>LOCATION:</b>	Department of Police Services
<b>AMOUNT TO BE SPENT:</b>	\$135,000.00
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$122,880.00
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$122,880.00
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	2% increase
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	N/A
<b>NUMBER OF RESPONSES:</b>	N/A
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	N/A
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	This is renewal option one (1) of four (4).
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	An analysis reveals that pricing is comparable to current market conditions.
<b>CONTRACT TERM:</b>	January 31, 2026 through January 30, 2027

COMMENTS:



## MEMORANDUM

TO: Chelsey Ward  
Purchasing Associate III

THROUGH: J.D. McClure, Chief of Police *M*  
Department of Police Services

FROM: Felicia Kemp *JK*  
Financial Supervisor

SUBJECT: Recommendation to Renew BL124-24  
Provision of Landscaping Maintenance Services for Various Police Locations on  
an Annual Contract

DATE: December 22, 2025

### REQUESTED ACTION

The Department of Police Services recommends renewal of the above referenced contract with Visionscapes, Inc. in the amount of \$135,000.00.

### DESCRIPTION

To provide landscaping and maintenance services at various police locations.

### FINANCIAL

1. Estimated amount to be spent: \$135,000.00
2. Projected amount to be spent previous contract period: \$122,880.00
3. Do total obligations agree with "Action Requested"? Yes  No
4. Budgeted: Yes  No  N/A
5. Grant Funded: Yes  No
6. SPLOST Funded: Yes  No
7. Contact name: Tina Dones Contact phone: 770-513-5064

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input checked="" type="checkbox"/> Renewals
20260067	20250067			
Department:	Water Resources		Date Submitted:	12/23/2025
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	Purchasing – Katie Maldonado – JM		Multiple Depts?	No
Agenda Type	Approval			
Item of Business:			Locked by Purchasing	No
to renew SS046-22, provision of products and services for Siemens Industry variable frequency drives on an annual contract (February 8, 2026 through February 7, 2027), with Innomatics, LLC, amount not to exceed \$250,000.00.				
Attachments	Summary Sheet, Justification Letter			
Authorization: Chairwoman's Signature?	<input type="checkbox"/> No			
Staff Recommendation	Approval			
BAC Action:				
Department Head	rmshelton (1/5/2026)			
Attorney	nlwood (1/15/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Water & Sewer Op	*	\$250,000	brainey (1/15/2026)
Finance Comments	*The current balance in Repairs & Maintenance is checked as items are purchased and services are provided. For FY2026, \$250,000 is allocated.			FinDir's Initials raroyal (1/13/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	Renewals	
Tabled		
Motion		
2nd by		
Vote		

**SUMMARY – SS046-22**  
**Provision of Products and Services for Siemens Industry Variable Frequency**  
**Drives on an Annual Contract**

<b>PURPOSE:</b>	This contract is used for the purchase of products and services for the maintenance of Siemens Variable Frequency Drives used at the water production and booster station facilities. Variable Frequency Drives are a type of control device for electric motors that allows the equipment to be operated at a range of speeds rather than a single fixed speed.
<b>LOCATION:</b>	Department of Water Resources
<b>AMOUNT TO BE SPENT:</b>	\$250,000.00
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$250,000.00
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$210,394.00
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	2% increase
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	N/A
<b>NUMBER OF RESPONSES:</b>	N/A
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	N/A
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	February 8, 2026 through February 7, 2027

COMMENTS:



## MEMORANDUM

TO: Jordan Mitchell  
Purchasing Associate II

THROUGH: Rebecca Shelton, PE *RS*  
Director, Department of Water Resources

FROM: Sean Meyer *SM*  
Deputy Director, Facility Operations

SUBJECT: Recommendation to Renew SS046-22, Provision of Products for the Siemens Industry Variable Frequency Drives on an Annual Contract

DATE: December 17, 2025

### REQUESTED ACTION

The Department of Water Resources recommends renewal of the above referenced contract with Innomotics, LLC in an amount not to exceed \$250,000.00.

### DESCRIPTION

This contract is used for the purchase of products and services for the maintenance of Siemens Variable Frequency Drives used at the water production and booster station facilities. Variable Frequency Drives are a type of control device for electric motors that allows the equipment to be operated at a range of speeds rather than a single fixed speed. This allows for better control of flow rates and allows pumps to start and stop slowly, better controlling the pressure in downstream piping.

### FINANCIAL

1. Estimated amount to be spent: \$250,000.00
2. Projected amount spent previous contract period: \$210,394.00
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No
5. Grant Funded: Yes        No X
6. SPLOST Funded: Yes        No X
7. Contact name: Adam Garmon (DWR) Contact phone: 678-376-7181 *AG*

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input checked="" type="checkbox"/> Renewals
20260069	20230080			
Department:	Water Resources	Date Submitted:	12/23/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	Purchasing – Katie Maldonado – JM		Multiple Depts?	No
Agenda Type	Approval			
Item of Business:			Locked by Purchasing	No
to renew SS037-22, provision of products and services for the Veolia ozone generation systems on an annual contract (February 22, 2026 through February 21, 2027), with Veolia Water Technologies Treatment Solutions USA, Inc., amount not to exceed \$1,630,000.00.				
Attachments	Summary Sheet, Justification Letter			
Authorization: Chairwoman's Signature?	No			
Staff Recommendation	Approval			
BAC Action:	Water and Sewerage Authority Approved on January 12, 2026, Vote 5-0.			
Department Head	rmshelton (1/5/2026)			
Attorney	nlwood (1/15/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Water & Sewer R&E	*	\$1,530,000	brainey (1/15/2026)
Yes	Water & Sewer Op	**	\$100,000	
Finance Comments	*Amount available in F. Wayne Hill WRC Rehab/Replacement and Shoal Creek FP Rehab/Replacement projects. **The current balance in Repairs & Maintenance is checked as items are purchased as services are provided. For FY2026, \$1,630,000 is allocated.			FinDir's Initials raroyal (1/13/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		Vote
Action	Renewals	
Tabled		
Motion		
2nd by		
No Action Taken		

**SUMMARY – SS037-22****Provision of Products and Services for the Veolia Ozone Generation Systems on an Annual Contract**

<b>PURPOSE:</b>	This contract is used to purchase products and services related to the Veolia ozone generation systems located at Shoal Creek Filter Plant, Lanier Filter Plant, and F. Wayne Hill Water Resources Center. Ozone is a powerful oxidant used as the primary disinfectant for the drinking water treatment process and as the final disinfectant in the wastewater treatment process.
<b>LOCATION:</b>	Various locations throughout Gwinnett County
<b>AMOUNT TO BE SPENT:</b>	\$1,630,000.00
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$99,000.00
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$98,453.00
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	N/A
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	N/A
<b>NUMBER OF RESPONSES:</b>	N/A
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	N/A
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	February 22, 2026 through February 21, 2027

COMMENTS:



## MEMORANDUM

TO: Jordan Mitchell  
Purchasing Associate II

THROUGH: Rebecca Shelton, PE *RS*  
Director, Department of Water Resources

FROM: Sean Meyer *SM*  
Deputy Director, Facility Operations

SUBJECT: Recommendation to Renew SS037-22 Provision of Products and Services for the Veolia Ozone Generation Systems on an Annual Contract

DATE: December 8, 2025

### REQUESTED ACTION

The Department of Water Resources recommends renewal of the above referenced contract with Veolia Water Technologies Treatment Solutions USA, Inc. in the amount not to exceed \$1,630,000.00.

### DESCRIPTION

This contract is used to purchase products and services related to the Veolia ozone generation systems located at Shoal Creek Filter Plant, Lanier Filter Plant, and F. Wayne Hill Water Resources Center. Ozone is a powerful oxidant used as the primary disinfectant for the drinking water treatment process and as the final disinfectant in the wastewater treatment process. Planned maintenance this year includes the replacement of two power supply units at the F. Wayne Hill Water Resources Center and rehabilitation of three ozone generators at Lanier Filter Plant.

### FINANCIAL

1. Estimated amount to be spent: \$1,630,000.00
2. Projected amount spent previous contract period: \$98,453.00
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No
5. Grant Funded: Yes        No X
6. SPLOST Funded: Yes        No X
7. Contact name: Adam Garmon (DWR) Contact phone: 678-376-7181

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260111				
Department:	Commissioners	Date Submitted:	01/09/2026	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	tegibson	Multiple Depts?		
Agenda Type	Approval			
Item of Business:		Locked by Purchasing	No	
to accept the resignation of Johnny Blan from the Board of Assessors. Term expires February 15, 2028. Chairwoman's Appointment				
Attachments	None			
Authorization: Chairwoman's Signature?	<input type="checkbox"/> No			
Staff Recommendation				
BAC Action:				
Department Head				
Attorney				
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Finance Comments				FinDir's Initials

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		
Motion		
2nd by		
Vote		

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260112				
Department:	Commissioners	Date Submitted:	01/09/2026	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	tegibson	Multiple Depts?		
Agenda Type	Approval			
Item of Business:		Locked by Purchasing	No	
to appoint Lauren Tringali, District 1 appointment (Incumbent Christina Westmeyer) and Incumbent Tonya Anderson, District 3 appointment to the Gwinnett Animal Advisory Council. ITerms expire December 31, 2027.				
Attachments	None			
Authorization: Chairwoman's Signature?	<input type="checkbox"/> No			
Staff Recommendation				
BAC Action:				
Department Head				
Attorney				
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Finance Comments				FinDir's Initials

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		
Motion		
2nd by		
Vote		

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260113				
Department:	Commissioners	Date Submitted:	01/09/2026	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	tegibson	Multiple Depts?		
Agenda Type	Approval			
Item of Business:		Locked by Purchasing	No	
to appoint Incumbent Randy Redner to the Gwinnett County Human Services Advisory Board. Member serves at the pleasure of the Board of Commissioners. District 1/Carden				
Attachments	None			
Authorization: Chairwoman's Signature?	No			
Staff Recommendation				
BAC Action:				
Department Head				
Attorney				
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Finance Comments				FinDir's Initials

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		
Motion		
2nd by		
Vote		

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260115				
Department:	Commissioners	Date Submitted:	01/09/2026	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	tegibson	Multiple Depts?		
Agenda Type	Approval			
Item of Business:		Locked by Purchasing	No	
<p>to appoint to the Gwinnett County Police Citizens Advisory Board: Chanteasea Estes, Gwinnett 101 Citizens Academy Alumni Board Representative (Incumbent Cheryl Murdock); Allison Wilkerson, Gwinnett Municipal Association Representative (Incumbent Marc Cohen); Cooper Henson, Gwinnett Technical College Student Government Association Representative (Incumbent Mathias Sosa); and Danielle Carico, View Point Health Representative (Incumbent Pej Mahdavi). Terms expire January 31, 2028. Board of Commissioners Appointments</p>				
Attachments	Recommendation memos			
Authorization: Chairwoman's Signature?	<input type="checkbox"/> No			
Staff Recommendation				
BAC Action:				
Department Head				
Attorney				
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Finance Comments				FinDir's Initials

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		
Motion		
2nd by		
Vote		



## MEMORANDUM

**TO:** Gwinnett County Board of Commissioners

**FROM:** Muriam Nafees, Civic Engagement & Social Impact Director

**DATE:** January 7, 2025

**RE:** Gwinnett County Police Citizen Advisory Board reappointment recommendation

---

I am pleased to recommend **Chanteasea Estes** for appointment as the Gwinnett 101 Alumni Appointee to the Gwinnett County Police Advisory Board.

Chanteasea is a graduate of the Fall 2025 Gwinnett 101 Citizens Academy (Cohort 20) and has more than 20 years of experience as an operations and administrative leader in nonprofit and regulatory environments. Her expertise includes operations management, regulatory compliance, financial oversight, data governance, CRM administration, and human resources. She is widely recognized for strengthening organizational systems, ensuring compliance, and improving operational effectiveness.

Chanteasea is committed to contributing meaningful insight to discussions on policing policies, practices, and training programs, with a strong focus on fairness, transparency, and accountability in public safety.

Please let me know if any additional information is needed regarding Chanteasea's qualifications or experience.

## CHANTEASEA PYRON SWAIN ESTES



### EXECUTIVE SUMMARY

Operations and administrative leader with 20+ years of experience in nonprofit and regulatory environments. Proven expertise in operations management, compliance, finance oversight, data governance, CRM administration (Blackbaud Raiser's Edge NXT), and human resources. Recognized for strengthening systems, ensuring regulatory compliance, and improving organizational efficiency.

### CORE COMPETENCIES

Operations Management • Compliance & Risk Management • Finance & Accounting Oversight

Human Resources Administration • Data Governance & Reporting

Blackbaud Raiser's Edge NXT • Staff Supervision & Training

### PROFESSIONAL EXPERIENCE

#### ***CAMP SUNSHINE — Decatur, GA***

##### ***Director of Operations / April 2024 – Present***

- Lead daily operations for Atlanta and Savannah offices, ensuring staff readiness, resources, and training.
- Supervise and evaluate the Bookkeeper and Gift Processing Specialist.
- Oversee compliance efforts, audits, insurance coverage, and state, local, and payroll filings.
- Serve as system administrator for Blackbaud Raiser's Edge NXT, ensuring data integrity and staff training.
- Provide oversight of donation processing, payroll, reconciliations, budgeting, and fixed assets.
- Manage HR onboarding, offboarding, benefits enrollment, and payroll administration.

#### ***FINANCIAL INDUSTRY REGULATORY AUTHORITY (FINRA) — Boca Raton, FL***

##### ***Public Arbitrator (Independent Contractor) / August 2022 – Present***

- Serve as Public Arbitrator mediating disputes between investors and broker-dealers under SEC oversight.
- Participate in hearings, deliberations, and decision-making in compliance with FINRA rules.

***CAMP SUNSHINE — Decatur, GA***

***Database Manager / Gift Processing Specialist / September 2005 – October 2023***

- Managed and administered Blackbaud donor databases and reporting.
- Generated reports supporting fundraising, finance, and leadership decisions.
- Processed donations and ensured timely donor acknowledgments.
- Administered the Memorial Brick Walkway program.

***ATLANTA COMMUNITY FOOD BANK — Atlanta, GA***

***Staff Accountant / May 2001 – July 2005***

- Prepared journal entries, accruals, and account reconciliations.
- Maintained accounting controls and reviewed budgets and expenditures.

***Development Manager / April 1999 – May 2001***

- Managed donor database and gift processing.
- Produced contribution reports and supported donor engagement initiatives.

***PARTNERSHIP AGAINST DOMESTIC VIOLENCE — Atlanta, GA***

***Program Director, Fulton County Domestic Violence Shelter / May 1995 – January 1999***

- Directed shelter operations in compliance with state and federal regulations.
- Managed grants, supervised staff and volunteers, and led community outreach initiatives.

***EDUCATION***

Master of Public Policy and Administration

Walden University

## Warner, Havana

---

**From:** Chanteasea Estes [REDACTED]  
**Sent:** Thursday, December 11, 2025 12:10 PM  
**To:** Warner, Havana  
**Subject:** Re: Represent G101 Alumni on Police Advisory Board

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**CAUTION:** This email originated from outside of Gwinnett County Government. Maintain caution when opening links, attachments, or responding. When in doubt, contact [phishing@gwinnettcounty.com](mailto:phishing@gwinnettcounty.com).

Hello Havana,

Dear Members of the Selection Committee,

I am writing to express my sincere interest in serving on the Gwinnett County Police Citizens Advisory Board as a District 2 Citizen or as a G101 Alumni. I am committed to supporting initiatives that strengthen trust, communication, and collaboration between law enforcement and the community, and I believe my background, dedication, and perspective would be a valuable addition to the Board.

I am particularly drawn to this role because of the Board's commitment to **providing meaningful input on policing policies, practices, and training programs**. I value fair, effective, and transparent public safety measures, and I welcome the opportunity to contribute to discussions that enhance accountability and support best practices within the department.

Equally important to me is the Board's mission to **maintain a strong partnership between the community and law enforcement**. I believe that positive community relationships are the foundation of safe and thriving neighborhoods. I am eager to help foster dialogue, encourage mutual understanding, and support initiatives that bring residents and officers together in constructive ways.

I also appreciate the Board's work in **holding public meetings and engaging residents on key police matters**. I would approach this responsibility with respect, open-mindedness, and a commitment to listening to diverse viewpoints. Ensuring that community voices are represented and valued is a priority I take seriously.

Also, I'm looking forward to contributing ideas about **community outreach initiatives** that strengthen engagement and public trust. I am also prepared to assist in developing bylaws, rules, and procedures to ensure the Board operates efficiently, transparently, and in alignment with its mission and the expectations of the Board of Commissioners.

I am enthusiastic about the opportunity to contribute my time and energy to any additional duties the Board may require. My sense of service, professionalism, and dedication to community well-being will support the vital work of this advisory body.

I appreciate your consideration. I would welcome the opportunity to discuss my interest and qualifications further, and I look forward to the possibility of serving the residents of Gwinnett County in this meaningful capacity.

***All my best,***

***Chanteasea***

***Chanteasea Pyron Swain Estes, (She/Her/Hers)***

***Please excuse my brevity and any autocorrected typos.***

"Love makes your soul crawl out from its hiding place."

*-Zora Neale Hurston*

On Wed, Dec 10, 2025 at 6:05 PM Warner, Havana <[Havana.Warner@gwinnettcounty.com](mailto:Havana.Warner@gwinnettcounty.com)> wrote:

Good Afternoon G101 Alumni,

The Office of Civic Engagement is excited to share a special opportunity from the Gwinnett County Board of Commissioners. They will be appointing a G101 alum to serve on the [Gwinnett County Police Citizens Advisory Board](#), and we would love to see one of our graduates step into this important role. The Advisory Board provides guidance, shares community concerns, and supports efforts that foster positive relationships between residents and law enforcement.

**About the Role:**

As a board member, you'll represent G101 alumni by offering meaningful community insight to the Police Department. Key responsibilities include supporting trust and transparency, providing feedback on policing policies and training, participating in quarterly public meetings, recommending community outreach efforts, and engaging in open, constructive dialogue with law enforcement. This appointment is a two-year term beginning in February 2026.

**Before you apply:**

Please review the materials below to ensure you understand the expectations of the position:

- [Meeting Schedule – Gwinnett | Gwinnett County](#)
- [Bylaws of the Gwinnett County Police Citizens Advisory Board](#)

If you are interested, please email us your name along with a brief statement explaining why you would like to serve. Kindly submit this information by January 5th so we may share it with the Board of Commissioners.

If you have any questions, feel free to reach out. We look forward to seeing our alumni engaged and represented.

Best Regards,



**Havana Warner** | Administrative Support Associate II | Civic Engagement & Social Impact | Gwinnett Community Services |  
770.822.8870 | 446 W Crogan Street, Lawrenceville, GA 30046  
| [GwinnettCounty.com](http://GwinnettCounty.com)  
*Find us on social media* @GwinnettGov and [sign up](#) for email newsletters!

# GWINNETT MUNICIPAL ASSOCIATION, INC.

December 19, 2025

MEMBER CITIES

AUBURN  
BERKELEY LAKE  
BRASELTON  
BUFORD  
DACULA  
DULUTH  
GRAYSON  
LAWRENCEVILLE  
LILBURN  
LOGANVILLE  
MULBERRY  
NORCROSS  
PEACHTREE CORNERS  
REST HAVEN  
SNELLVILLE  
SUGAR HILL

(Via Email)

**Tammy Gibson**  
**Gwinnett County Board of Commissioners**  
**75 Langley Drive**  
**Lawrenceville, GA 30046**

Dear Ms. Gibson,

On behalf of the Gwinnett Municipal Association, I am writing to request that the Board of Commissioners accept and approve our next GwMA representative for the Gwinnett Police Citizen Advisory Board. We are recommending Grayson Mayor Allison Wilkerson for appointment by the Gwinnett County Board of Commissioners to serve for the term that begins in 2026.

Mayor Wilkerson has indicated that she would accept this responsibility and will serve on the advisory board, if approved by the Gwinnett County Board of Commissioners.

Mayor Wilkerson's contact information is listed below and also may be found on the Grayson website ink: <https://cityofgrayson.org/wp-content/uploads/2024/08/AllisonWilkerson.png>

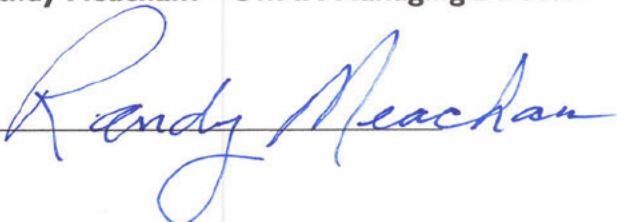
**Mayor Allison Wilkerson**  
**City of Grayson**  
**475 Grayson Parkway**  
**P.O. Box 208**  
**Grayson, GA 30017**

[REDACTED]

Email: awilkerson@cityofgrayson.org

Sincerely,

Randy Meacham – GwMA Managing Director





## OFFICE OF THE PRESIDENT

January 7, 2026

Gwinnett County Board of Commissioners  
75 Langley Drive  
Lawrenceville, GA 30046

Dear Commissioners,

Please use this letter as Gwinnett Technical College's recommendation for our student ambassador and Student Government Association Vice President, Mr. Cooper Henson, to serve on the Gwinnett County Police Citizens Advisory Board. Cooper is a criminal justice major and a resident of Gwinnett County.

Sincerely,

A handwritten signature in black ink that reads "D. Glen Cannon".

D. Glen Cannon, Ed.D., CPA  
President



# View Point Health

December 5, 2025

Chairwoman Nicole Love Hendrickson  
Gwinnett County Board of Commissioners  
75 Langley Drive  
Lawrenceville, GA 30046

Dear Gwinnett County Board of Commissioners:

View Point Health is honored to have the opportunity to nominate a member to serve on the Gwinnett County Police Citizen Advisory Board (GCPCAB). View Point Health has the privilege of serving children, adolescents and adults by providing high quality comprehensive care. We understand the purpose of the GCPCAB is to "collaborate with the community, in the implementation and sustainment of reforms that improve community-oriented policing practices, transparency, professionalism, accountability, community inclusion, fairness, effectiveness, and public trust, taking into account national standards, best practices, current and emerging research, and community expectations."

Therefore, we nominate, Danielle Carico, Director of Court Services and Connection/Coordination Services. Mrs. Carico is a resident of Gwinnett County and a Licensed Clinical Social Worker who has extensive experience with community based behavioral health services and treating individuals with severe and persistent mental illness. Mrs. Carico has worked at View Point Health for more than 13 years, serving with the Accountability Courts and Community-Based programs to help individuals involved with the justice system by helping them navigate treatment, build stability, and progress in their recovery journey.

View Point Health understands the importance of prevention, effective treatment, and recovery maintenance. We continue to appreciate the strong partnership that View Point Health has with the Gwinnett County Board of Commissioners providing effective and comprehensive services to our Gwinnett County clients and their families. Thank you for your leadership and giving a View Point Health team member the opportunity to serve on the Gwinnett County Police Citizen Advisory Board.

Respectfully,

Jennifer S. Hibbard  
Chief Executive Officer  
View Point Health  
[Jennifer.Hibbard@vphealth.org](mailto:Jennifer.Hibbard@vphealth.org)

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260116				
Department:	Commissioners	Date Submitted:	01/09/2026	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	tegibson	Multiple Depts?		
Agenda Type	Approval			
Item of Business:		Locked by Purchasing	No	
to appoint Matthew Bonadies to the Gwinnett County Stormwater Authority, Seat 1. Term expires December 31, 2029. Incumbent Rich Edinger. District 1/Carden				
Attachments	None			
Authorization: Chairwoman's Signature?	<input type="checkbox"/> No			
Staff Recommendation				
BAC Action:				
Department Head				
Attorney				
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Finance Comments				FinDir's Initials

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		
Motion		
2nd by		
Vote		

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260117				
Department:	Commissioners	Date Submitted:	01/09/2026	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	tegibson	Multiple Depts?		
Agenda Type	Approval			
Item of Business:		Locked by Purchasing	No	
to appoint Incumbents Curt Thompson, District 1 appointment and Henry Rawls, District 3 appointment to the Gwinnett County Water & Sewerage Authority. Terms expire December 31, 2026.				
Attachments	None			
Authorization: Chairwoman's Signature?	<input type="checkbox"/> No			
Staff Recommendation				
BAC Action:				
Department Head				
Attorney				
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Finance Comments				FinDir's Initials

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		
Motion		
2nd by		
Vote		

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260118				
Department:	Commissioners	Date Submitted:	01/09/2026	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	tegibson	Multiple Depts?		
Agenda Type	Approval			
Item of Business:		Locked by Purchasing	No	
to appoint Incumbent Darryl Hughes to the Gwinnett Animal Control Hearing Board. Term expires July 31, 2026. District 3/Watkins				
Attachments	None			
Authorization: Chairwoman's Signature?	<input type="checkbox"/> No			
Staff Recommendation				
BAC Action:				
Department Head				
Attorney				
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Finance Comments				FinDir's Initials

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		
Motion		
2nd by		
Vote		

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260089				
Department:	Administrative Office of the Court		Date Submitted:	01/02/2026
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	Purchasing – Katie Maldonado – CW		Multiple Depts?	No
Agenda Type	Award			
Item of Business:			Locked by Purchasing	No
OS002-26, West Proflex Professional subscription on a multi-year contract, to Thompson Reuters. The initial term of this contract shall be February 1, 2026 through January 31, 2027, amount not to exceed \$89,520.00. This contract may be automatically renewed on an annual basis for a total lifetime contract term of 36 months, total amount not to exceed \$284,995.92.				
Attachments	Summary Sheet, Justification Letter, Justification Support			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Award			
BAC Action:				
Department Head	PMBoudewyns (1/14/2026)			
Attorney	abcauthen (1/15/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
	N/A	*	N/A	brainey (1/14/2026)
Finance Comments	*No budget impact.			FinDir's Initials raroyal (1/14/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		Vote
Action	New Item	
Tabled		
Motion		
2nd by		
		No Action Taken

**SUMMARY – OS002-26**  
**West Proflex Professional Subscription on a Multi-Year Contract**

<b>PURPOSE:</b>	This subscription service provides individual login access to Westlaw legal research database for judges, attorneys, and staff across multiple departments, including Superior Court, State Court, Magistrate Court, Juvenile Court, the Law Department, the Solicitors' office, and the Administrative Office of the Courts.
<b>LOCATION:</b>	Homer M. Stark Law Library 75 Langley Drive Lawrenceville, GA 30046
<b>AMOUNT TO BE SPENT:</b>	\$89,520.00 (initial term) \$284,995.92 (total contract term)
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$104,573.28 (initial term) \$323,225.52 (total contract term)
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$323,225.52
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	11.8% decrease
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	N/A
<b>NUMBER OF RESPONSES:</b>	N/A
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	N/A
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	Total Term: February 1, 2026 through January 31, 2029

COMMENTS:



## Gwinnett Judicial Circuit Administrative Office of the Court

PHILIP BOUDEWYN  
COURT ADMINISTRATOR  
770.822.8564

ACCOUNTABILITY COURTS  
770.822.8558

COURT SERVICES  
770.822.8574

HUMAN RESOURCES &  
FINANCE  
770.822.8287

INDIGENT DEFENSE  
770.822.8523

INFORMATION  
TECHNOLOGY  
770.822.8680

JURY  
770.822.8562

JUVENILE COURT  
770.619.6544

LAW LIBRARY  
770.822.8571

MEDIATION/ADR  
770.822.8587

RECORDER'S COURT  
770.619.6544

TO: Chelsey Ward  
Purchasing Division, DoFS

FROM: Philip Boudewyns, Court Administrator *Philip Boudewyns*  
Administrative Office of the Courts

SUBJECT: Recommendation to Award OS002-26, West Proflex  
Professional Subscription on a Multi-Year Contract

DATE: December 30, 2025

### REQUESTED ACTION

The Homer M. Stark Law Library Board of Trustees recommends award of the West Proflex contract to Thomson Reuters in the amount of \$284,995.92. The contract will be fully funded by the Homer M. Stark Law Library Fund, however pursuant to O.C.G.A. § 36-15-4 the contract will be in the name of Gwinnett County.

### DESCRIPTION

The subscription service provides individual login access to Westlaw legal research database for judges, attorneys, and staff across multiple departments, including Superior/ State/Magistrate Courts, Juvenile Court, the Law Department, the Solicitors' Office, and AOC. Westlaw is an online service that includes case law, state and federal statutes, administrative codes, newspaper and magazine articles, law journals, law reviews, treatises, legal forms, and other information resources. Westlaw covers a wide variety of specialized legal practice areas. This service supplements the Law Library's print collection.

### FINANCIAL

1. Estimated amount to be spent: \$284,995.92
2. Projected amount to be spent previous contract period: \$323,225.52
3. Do total obligations agree with "Action Request"? Yes  No
4. Grant Funded: Yes  No
5. Budgeted: N/A
6. SPLOST Funded: Yes  No
7. Contact name: Laurie Clinger Contact phone: 770-822-5427



## Order Form

Order ID: Q-10847221

Contact your representative johnny.craig@thomsonreuters.com with any questions. Thank you.

**Sold To Account Address**

Account #: 1000562860  
GWINNETT COUNTY GEORGIA  
PROFESSIONAL ACCOUNT  
75 Langley DR  
LAWRENCEVILLE GA 30046-6935 US

“Customer”

**Shipping Address**

Account #: 1000562860  
GWINNETT COUNTY GEORGIA  
PROFESSIONAL ACCOUNT  
75 Langley DR  
LAWRENCEVILLE GA 30046-6935 US

**Billing Address**

Account #: 1000562860  
GWINNETT COUNTY GEORGIA  
PROFESSIONAL ACCOUNT  
75 Langley DR  
LAWRENCEVILLE, GA 30046-6935  
US

This Order Form is a legal document between Customer and

- A. West Publishing Corporation to the extent that products or services will be provided by West Publishing Corporation, and/or
- B. Thomson Reuters Enterprise Centre GmbH to the extent that products or services will be provided by Thomson Reuters Enterprise Centre GmbH.

A detailed list of products and services that are provided by Thomson Reuters Enterprise Centre GmbH and current applicable IRS Certification forms are available at: <https://www.tr.com/trorderinginfo>

West Publishing Corporation may also act as an agent on behalf of Thomson Reuters Enterprise Centre GmbH solely with respect to billing and collecting payment from Customer. Thomson Reuters Enterprise Centre GmbH and West Publishing Corporation will be referred to as “Thomson Reuters”, “we” or “our,” in each case with respect to the products and services it is providing, and Customer will be referred to as “you”, or “your” or “Client”.

**For Federal Customers the following shall apply:** Thomson Reuters General Terms and Conditions (available here: <http://tr.com/federal-general-terms-and-conditions>) apply to the purchase and use of all products, except print, and together with any applicable Product Specific Terms (set forth below) are incorporated into this Order Form by this reference. In the event that there is a conflict of terms among the General Terms and Conditions, the Product Specific Terms and this Order Form, the order of precedence shall be Order Form, the Product Specific Terms, and last the General Terms and Conditions.

**For non-federal customers the following shall apply:** Thomson Reuters General Terms and Conditions (<http://tr.com/us-general-terms-and-conditions>) apply to the purchase and use of all products, except print, and together with any applicable Product Specific Terms (set forth below) are incorporated into this Order Form by this reference. In the event that there is a conflict of terms among the General Terms and Conditions, the Product Specific Terms and this Order Form, the order of precedence shall be Order Form, the Product Specific Terms, and last the General Terms and Conditions.

### ProFlex Products See Attachment for details

Material #	Product	Monthly Charges	Minimum Terms (Months)
40757482	West Proflex	\$7,460.00	36

### Bridge Products

Material #	Product	Quantity	Unit	Bridge Monthly Charges	Bridge Term (Months)
40757482	West Proflex	1	Each	\$6,163.52	1

### Bridge Terms

Bridge Monthly Charges begin on the date we process your order and will be prorated for the number of days remaining in the calendar month, if any. The Bridge Monthly charges will continue for the number of complete calendar months listed in the Bridge Term column above and will be in addition to the Monthly Charges and Minimum Term outlined above. At the end of the Bridge Term, your Monthly Charges and the Minimum term will begin on the first full calendar month following the Bridge Term as described in the Product grid above. All other terms and conditions of the Order Form remain unchanged. For purposes of clarification, your total Term will be the Bridge Term plus the Minimum Term.

### Minimum Terms

Your subscription is effective upon the date we process your order (“Effective Date”) and Monthly Charges will be prorated for the number of days remaining in that month, if any. Your subscription will continue for the number of months listed in the Minimum Term column above

plus any Bridge Term that may be outlined above counting from the first day of the month following the Effective Date. Your Monthly Charges during the first twelve (12) months of the Minimum Term are as set forth above. If your Minimum Term is longer than 12 months, then your Monthly Charges for each year of the Minimum Term are displayed in the Attachment to the Order Form.

#### Post Minimum Terms

Your subscription will automatically renew at the end of the Minimum Term for successive 12-month renewal terms (each, an "Automatic Renewal Term"), unless either party provides written notice of its intent to not renew at least 30 days prior to the beginning of an Automatic Renewal Term. We will notify you of any change in the Annual Charges at least 60 days before each Automatic Renewal Term begins. Submit your notice of nonrenewal to: <https://www.thomsonreuters.com/en-us/help/account-management/legal/orders/request-a-subscription-cancellation.html> or via postal mail to Customer Service, 2900 Ames Crossing Rd, Eagan, MN 55121.

For Federal government subscribers that chose a multi-year Minimum Term, those additional years will be implemented at your option pursuant to federal law.

**Banded Product Subscriptions.** You certify your total number of attorneys (full-time and part-time partners, shareholders, associates, contract or staff attorneys, of counsel, and the like), corporate users, personnel or full-time-equivalent students is indicated in this Order Form. Our pricing for banded products is made in reliance upon your certification. If we learn that the actual number is greater or increases at any time, we reserve the right to increase your charges to the market rate for all of your attorneys.

#### Miscellaneous

**Material Change.** If, at any time during the Minimum Term or the Renewal Term, there is a material change in your organizational structure including, but not limited to merger, acquisitions, combination, significant increase in the number of attorneys at a location covered by the agreement, divestitures, downsizing or dissolution, we will modify your rates proportionally. If you acquire the assets of, or attorneys from, another entity that is a current subscriber, you assume all obligations under the agreements that apply to those assets and attorneys, and you will pay the invoiced charges on both those agreements as they become due, until a superseding agreement is negotiated in good faith.

**Charges, Payments & Taxes.** You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government customer and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

**Excluded Charges And Schedule A Rates.** If you access products or services that are not included in your subscription you will be charged our then-current rate ("Excluded Charges"). Excluded Charges will be invoiced and due with your next payment. For your reference, the current Excluded Charges schedules are located in the below link. Excluded Charges may change from time-to-time upon 30 days written or online notice. We may, at our option, make certain products and services Excluded Charges if we are contractually bound or otherwise required to do so by a third party provider or if products or services are enhanced or if new products or services are released after the effective date of this ordering document. Modification of Excluded Charges or Schedule A rates is not a basis for termination under paragraph 9 the General Terms and Conditions.

<https://legal.thomsonreuters.com/content/dam/ewp-m/documents/legal/en/pdf/other/plan-2-pro-govt-agencies.pdf>

<http://static.legalsolutions.thomsonreuters.com/static/agreement/plan-2-pro-govt-agencies.pdf>

**eBilling Contact.** All invoices for this account will be emailed to your e-Billing Contact(s) unless you have notified us that you would like to be exempt from e-Billing.

#### Product Specific Terms

**Document Intelligence Product Specific Terms:** The following product specific terms shall apply to the Document Intelligence products on this order form, and are incorporated by reference: <http://www.thomsonreuters.com/document-intelligence-PST>.

**Additional Terms for Services with Generative AI Skills:** The following additional terms shall apply to Thomson Reuters Services with Generative AI Skills (including but not limited to all CoCounsel branded Products; all Products with AI Assisted Research; Westlaw Advantage; Practical Law or Practical Law Connect, with Dynamic Tool Set; Practical Law UK Premium; Practical Law Global Premium; HighQ), listed on this Order Form, and are incorporated into this Order Form by reference: <http://tr.com/genai-terms>.

**CoCounsel Core and CoCounsel Drafting Product Specific Terms:** The following product specific terms shall apply to CoCounsel Core and CoCounsel Drafting and are incorporated into this order form by reference: <http://tr.com/cocounselcore-and-drafting-product-specific-terms>.

**Product Specific Terms and Service Levels:** The following product specific terms and service levels shall apply to the HighQ products on this order form, and are incorporated by reference:

- HighQ Product Specific Terms <http://tr.com/HighQ-PST>
- **HighQ Service Levels:** Thomson Reuters shall provide service availability, maintenance and support for the term of the Agreement. Details are available at: <http://tr.com/HighQ-SLA>. Note that Sections 3.3 of the SLA does not apply to any HighQ Light packages

**The Federal Product Specific Terms can be found here:** <http://tr.com/federal-product-specific-terms>

**Product Specific Terms.** The following products have specific terms which are incorporated by reference and made part of this Order Form if they apply to your order. They can be found at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions-PST.pdf>. If the product is not part of your order, the product specific terms do not apply.

- Campus Research
- Hosted Practice Solutions
- ProView eBooks
- Time and Billing
- West km Software
- West LegalEdcenter
- Westlaw

- Westlaw Doc & Form Builder
- Westlaw Paralegal
- Westlaw Patron Access
- Westlaw Public Records

**Drafting Tools Product Specific Terms:** The following product specific terms shall apply to the Drafting Tools products (Drafting Assistant, Clause Finder, Clause Finder: Internal Agreements) on this order form, and are incorporated by reference: <https://www.thomsonreuters.com/draftingassistant-and-clausefinder-pst>.

**Additional clause applicable to: Westlaw Advantage, Practical Law Dynamic Tool Set, CoCounsel Essentials, Westlaw Advantage with CoCounsel Essentials, Practical Law with Dynamic Tool Set with CoCounsel Essentials, CoCounsel Legal:** During the term of this Agreement, Thomson Reuters may in its sole discretion issue updates, upgrades, patches, enhancements, or improvements that it makes generally available to its customers at no additional charges (collectively "Upgrades"). For the avoidance of doubt, Upgrades do not include (i) new services that are developed or acquired by Thomson Reuters or (ii) services or functionalities for which there are royalty requirements or licensing restrictions. Where your Service includes Westlaw Advantage and/or Practical Law Dynamic Tool Set, these Upgrades do not include access to additional or new content sets beyond those you have subscribed to as part of the Service.

#### **Amended Terms and Conditions**

#### **Government Non-Availability of Funds for Online, Practice Solutions or Software Products**

You may cancel a product or service with at least 30 days written notice if you do not receive sufficient appropriation of funds. Your notice must include an official document, (e.g., executive order, an officially printed budget or other official government communication) certifying the non-availability of funds. You will be invoiced for all charges incurred up to the effective date of the cancellation.

#### **For Law Enforcement Agencies and Correctional Facilities Only – No Inmate Westlaw or CLEAR Access (direct or indirect)**

I certify, on behalf of Subscriber, that I understand and accept the security limits of Westlaw or CLEAR ; Subscriber's responsibility for controlling Westlaw, CLEAR, internet and network access; and, how Subscriber will be using Westlaw or CLEAR. I acknowledge Subscriber's responsibility for providing West with prompt written notice if Subscriber's type of use changes.

Only non-inmates/administrative staff will access Westlaw or CLEAR with no direct Westlaw research results provided to inmates (including work product created as part of inmates' legal representation) In no event shall anyone other than Subscriber's approved employees be provided access to or control of any terminal with access to Westlaw or Westlaw Data.

Functionality of Westlaw or CLEAR cannot and does not limit access to non-West internet sites. It is Subscriber's responsibility to control access to the internet.

Subscriber will provide its own firewall, proxy servers or other security technologies as well as desktop security to limit access to the Westlaw Or CLEAR URL and West software (including CD-ROM orders). Subscriber will design, configure and implement its own security configuration.

Subscriber will not use any data nor distribute any data to a third party for use, in a manner contrary to or in violation of any applicable federal, state, or local law, rule or regulation or in any manner inconsistent with the General Terms and Conditions.

Subscriber will maintain the most current version of the West software to access CD-ROM Products for security purposes.

#### **Acknowledgement: Order ID: Q-10847221**

**Signature of Authorized Representative for order**

**Title**

---

**Printed Name**

---

**Date**

This Order Form will expire and will not be accepted after 12/31/2025.



## Attachment

Order ID: Q-10847221

Contact your representative [johnny.craig@thomsonreuters.com](mailto:johnny.craig@thomsonreuters.com) with any questions. Thank you.

### Payment, Shipping, and Contact Information

**Payment Method:**

Payment Method: Bill to Account

Account Number: 1000562860

This order is made pursuant to:

**Shipping Information:**

Shipping Method: Ground Shipping - U.S. Only

**Order Confirmation Contact (#28)**

Contact Name: Le, Avery

Email: [avery.le@gwinnettcounty.com](mailto:avery.le@gwinnettcounty.com)

**eBilling Contact**

Contact Name Avery Le

Email [avery.le@gwinnettcounty.com](mailto:avery.le@gwinnettcounty.com)

### ProFlex Multiple Location Details

Account Number	Account Name	Account Address	Action
1000562860	GWINNETT COUNTY GEORGIA	75 Langley DR Lawrenceville GA 30046-6935 US	New

### ProFlex Product Details

Quantity	Unit	Service Material #	Description
1	Each	40757482	West Proflex
43	Attorneys	43482985	CoCounsel Legal, National Primary, Enterprise Access, Government
43	Attorneys	42077755	Westlaw All Analytical, Enterprise access, Government
43	Attorneys	41933475	Westlaw Litigation Collection, Enterprise access, Government

### Account Contacts

Account Contact First Name	Account Contact Last Name	Account Contact Email Address	Account Contact Customer Type Description
Avery	Le	<a href="mailto:avery.le@gwinnettcounty.com">avery.le@gwinnettcounty.com</a>	EML PSWD CONTACT

### Lapsed Products

Sub Material	Active Subscription to be Lapsed
40757481	West Proflex

### Charges During Minimum Term

Material #	Product Name	Year 1 Charges per Billing Freq	% incr Yr 1-2*	Year 2 Charges per Billing Freq	% incr Yr 2-3*	Year 3 Charges per Billing Freq	% incr Yr 3-4*	Year 4 Charges per Billing Freq	% incr Yr 4-5*	Year 5 Charges per Billing Freq	Billing Freq
40757482	West Proflex	\$7,460.00	6.00%	\$7907.60	6.00%	\$8382.06	N/A	N/A	N/A	N/A	Monthly

### Charges During Minimum Term

Pricing is displayed only for the years included in the Minimum Term. Years without pricing in above grid are not included in the Minimum Term. Refer to your Order Form for the Post Minimum Term pricing. Refer to Order Form for Billing Frequency Type.

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260093				
Department:	Community Services		Date Submitted:	01/05/2026
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	Purchasing – Katie Maldonado – JS		Multiple Depts?	No
Agenda Type	Award			
Item of Business:			Locked by Purchasing	No
RP033-25, provision of veterinary medical services on a multi-year contract, to A.W.A. Georgia, LLC. The initial term of this contract shall be February 19, 2026 through December 31, 2026, amount not to exceed \$840,000.00. This contract may be automatically renewed on an annual basis for a total lifetime contract term of five (5) years, total amount not to exceed \$4,370,100.00.				
Attachments	Summary Sheet, Justification Letter, Score Tabulation, Cost Tabulation			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Award			
BAC Action:				
Department Head	wjwest (1/6/2026)			
Attorney	abcauthen (1/15/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	General	*	\$4,370,100	brainey (1/15/2026)
Finance Comments	*The current balance in Professional Service Costs is checked as services are provided. For FY2026, \$840,000 is allocated. For FY2027-30, \$3,530,100 is subject to budget approval.			FinDir's Initials raroyal (1/14/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		Vote
Motion		
2nd by		

**SUMMARY – RP033-25**  
**Provision of Veterinary Medical Services on a Multi-Year Contract**

<b>PURPOSE:</b>	This contract provides for all-inclusive veterinary medical services for the Animal Welfare and Enforcement Division.
<b>LOCATION:</b>	Bill Atkinson Animal Welfare Center
<b>AMOUNT TO BE SPENT:</b>	\$840,000.00 (Initial Term) \$4,370,100.00 (Full Term)
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$727,650.00*
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$727,650.00*
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	23.1% increase
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	263 31 website viewings
<b>NUMBER OF RESPONSES:</b>	1 1 no bid
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	Yes 1
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	There are a limited number of vendors who provide the services required by this contract.
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	February 19, 2026 through December 31, 2030

COMMENTS: \*RP039-22 was awarded as an annual contract. The amount shown for the previous contract term is the amount for the final year of the contract only.



## MEMORANDUM

TO: Jake Scarpone  
Purchasing Associate II

THROUGH: Lindsey Jorstad  
Director of Community Services

FROM: Mikhale Pogue *Mikhale Pogue*  
Program Coordinator

SUBJECT: Recommendation to Award: RP033-25, Provision of Veterinary Medical Services on a  
Multi-Year Contract

DATE: December 29, 2025

### REQUESTED ACTION

The Department of Community Services recommends the award of the above-referenced contract to A.W.A. Georgia LLC. The initial term of the contract shall be February 19, 2026 through December 31, 2026, in the amount of \$840,000.00. This contract may be renewed automatically on an annual basis for a total lifetime contract term of five (5) years, ending December 31, 2030, in the total amount of \$4,370,100.00.

### DESCRIPTION

This contract provides for all-inclusive veterinary medical services for the Animal Welfare and Enforcement division.

References checked? Yes  No

### FINANCIAL

- Estimated amount to be spent: \$840,000.00 (Initial Contract Term)  
\$4,370,100.00 (Full Contract Term)
- Projected amount to be spent previous contract period: \$727,650.00
- Do total obligations agree with "Action Requested"? Yes  No
- Budgeted: Yes  No  N/A
- Grant Funded: Yes  No
- SPLOST Funded: Yes  No
- Contact name: Mikhale Pogue Contact phone: 770-822-8861

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260057				
Department:	Community Services	Date Submitted:	12/23/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	vlharrod	Multiple Depts?	No	
Agenda Type	Approval/authorization			
Item of Business:	Locked by Purchasing		No	
for the Chairwoman to execute a contract with Gwinnett County Department of Family and Children Services in the amount of \$660,638.00 for the period of January 1, 2026 through December 31, 2026.				
Attachments	Subsidy Agreement, Justification Memo			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Approval			
BAC Action:				
Department Head	Igorstad (12/23/2025)			
Attorney	abcauthen (1/12/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	General	*	\$660,638	brainey (1/9/2026)
Finance Comments	*The current balance in Payment to Subsidies is checked as services are provided. For FY2026, \$660,638 is allocated.			FinDir's Initials raroyal (1/9/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		Vote
Motion		
2nd by		



TO: Chairwoman  
District Commissioners

FROM: Lindsey Jorstad, Department Director  
Community Services

RE: 2026 Agreement for County Subsidy Dollars – Department of Family and  
Children Services

DATE: January 7, 2026

The following budget allocation was approved by the Board of Commissioners for the 2026 budget. We therefore request Board authorization for the Chairwoman to sign, where required, contracts for the following agency.

Department of Family and Children Services	\$660,638.00
--	--------------

The mission of the Gwinnett County Department of Family and Children Services is to protect vulnerable populations and provide services such as investigating child abuse and neglect reports; supporting high-risk families through Family Preservation services; finding foster and adoptive homes for children unable to stay with their families; administering SNAP, TANF, and Medicaid programs; and providing support like utility assistance, Solution-Based Casework, and targeted programs for children, seniors, and families.



GWINNETT COUNTY  
COMMUNITY SERVICES  
**DEPARTMENT OF FAMILY AND CHILDREN SERVICES  
SUBSIDY AGREEMENT**

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For and in consideration of the mutual promises contained herein, the sufficiency of which is acknowledged, GWINNETT COUNTY BOARD OF COMMISSIONERS, a political subdivision of the State of Georgia (hereinafter referred to as "COUNTY"), and GWINNETT COUNTY DEPARTMENT OF FAMILY AND CHILDREN SERVICES, a field office of the Georgia Department of Human Resources Division of Family and Children Services, located at 95 Constitution Boulevard, Suite 400, Lawrenceville, GA 30046-2475, hereinafter referred to as "AGENCY", agree as follows:

**PURPOSE:** The purpose of the execution of this Agreement is solely for the purpose of providing funding from the COUNTY to the AGENCY during the calendar year 2026.

**RELATIONSHIP:** The AGENCY hereby represents that it is an independent contractor with regard to Gwinnett County, and this Agreement does not create the relationship of employer/employee or principal/agent between the COUNTY and the AGENCY.

**SERVICES:** The COUNTY recognizes the need to provide local assistance for health and human services that improve the quality of life for the community. Therefore, the COUNTY shall provide \$660,638 cash as a means of supporting provisions of the enumerated services and programs outlined in the AGENCY'S Subsidy Budget Application (Attachment "A").

**TERM:** The term of this Agreement is one year to begin January 1, 2026, through December 31, 2026. Funding shall be approved in conjunction with the COUNTY's annual budget process. COUNTY shall issue payments in four equal quarterly payments as provided herein.

**ANNUAL CONTRACT:** This Agreement shall be for an annual period (calendar year) only. It is expressly acknowledged that the purpose of this provision is to avoid any adverse implications of the Official Code of Georgia Section 36-30-3 concerning the binding of future commissioners.

**AUDIT AND COMPLIANCE REQUIREMENTS:** AGENCY shall comply with all requests for financial records or documents made by COUNTY's selected audit firm and/or Gwinnett County employees. Upon request, AGENCY agrees to provide any information and records deemed necessary to monitor performance under this Agreement. All Agencies must be available for onsite visits requested by, or on behalf of, COUNTY.

**AMENDMENTS:** No modification of this Agreement shall be made unless acknowledged in a written amendment signed by both parties.

**SERVICE WITHIN COUNTY:** AGENCY agrees that COUNTY contributed funds will be used only within the boundaries of Gwinnett County, except for budgeted administrative costs that are specifically included in the AGENCY's Subsidy Budget Application (Attachment "A").

**OPEN MEETINGS REQUIRED:** AGENCY agrees to adhere to the Georgia open meeting requirements if more than 33.3% of total support is from tax funds as reflected in the AGENCY's Subsidy Budget Application (Attachment "A").

**RECORDS:** AGENCY's financial records and service provision records must be available for COUNTY review. AGENCY must adhere to Georgia state laws and policies and county ordinances and policies with regard to expenditure reporting and auditing. A certified audit must be on file with the COUNTY for the most recent fiscal year prior to this Agreement. A certified audit for the fiscal year(s) covered by this agreement must be

submitted as soon as it is available.

**MEDICAL INFORMATION:** AGENCY agrees to comply with the Health Insurance Portability and Accountability Act of 1996 as amended (HIPAA) as it relates to the protection of health information on both employees and clients of the AGENCY.

**INDEMNIFICATION:** The AGENCY agrees to indemnify and hold harmless the COUNTY and its respective agents, officers, employees and directors from and against any and all liability, loss, damages, interest, judgments and liens growing out of any and all costs and expenses (including but not limited to reasonable attorney's fees and disbursement) arising out of or incurred in connection with any and all claims, demands, suits, action or proceedings which may be brought against the COUNTY by reason of or as a result of the negligent or willful act or omission of the AGENCY, its agents, officers, employees and directors to the extent permitted by the Laws of the State of Georgia.

**NOTIFICATION OF CHANGES:** AGENCY agrees to report to the COUNTY any changes from the submitted Subsidy Budget Application (Attachment "A") in the AGENCY's program goals, services, management, or budget. Any such changes which fall within the scope and total budget of the AGENCY's Subsidy Budget Application (Attachment "A") must be approved by the Director of the COUNTY's Department of Community Services. Any such changes which would exceed the scope and total budget of the AGENCY's Subsidy Budget Application (Attachment "A") must be approved as an Amendment to this Agreement.

**METHOD OF NOTIFICATION:** All notices and communications provided for hereunder shall be sent by registered or certified mail, postage prepaid, and addressed as follows:

1. To the AGENCY:  
Name: Teresa Hughes  
Title: Director  
Agency: Gwinnett County Department of Family and Children Services  
Address: 95 Constitution Boulevard, Suite 400  
Lawrenceville, GA 30046-2475
  
2. To the COUNTY:  
Name: Lindsey Jorstad  
Title: Director of Community Services  
Agency: Gwinnett County Department of Community Services  
Address: 446 West Crogan Street  
Lawrenceville, GA 30046-6935

**USE OF FUNDS:** AGENCY agrees that funds will be used solely for the purposes outlined herein. AGENCY further agrees that it will comply with all applicable State of Georgia and federal laws, city and county ordinances, and requirements and regulations of all relevant agencies. Furthermore, in the event that this agreement is found to be contrary to law, this agreement will terminate immediately. AGENCY shall not perform any act, fail to perform any act, or refuse to comply with any COUNTY requests which would cause COUNTY to be in violation of any applicable State of Georgia or federal laws, city or county ordinances, or requirements or regulations of any relevant agencies.

**TERMINATION FOR CAUSE:** This Agreement may be terminated for cause by the COUNTY immediately upon written notice of such termination received by the AGENCY. For purposes of this Agreement, cause for termination will include AGENCY utilization of COUNTY contributed funds for purposes other than those outlined herein, insolvency or bankruptcy of the AGENCY, failure of the AGENCY to deliver the documents as outlined in the Records section herein, or failure of the AGENCY to meet the other requirements in this Agreement within a reasonable period, not to exceed six weeks. Within sixty days of termination for cause, the AGENCY is required to repay the COUNTY all COUNTY contributed funds that were utilized for purposes other than those outlined herein and any and all undisbursed COUNTY funds. The AGENCY shall not make any further disbursements of COUNTY contributed funds after receipt of notice of termination. An audit of the COUNTY contributed funds will be submitted within one year following termination indicating how and when COUNTY funds were utilized. Any differences in the audit amounts and the undisbursed amounts returned to COUNTY will be corrected within 30 days of receipt of the audit.

**TERMINATION WITHOUT CAUSE:** This Agreement may be terminated by either party, sixty days after receipt of written notification by the other party. The AGENCY shall not make any further disbursements of COUNTY contributed funds after receipt of notice of termination. All undisbursed COUNTY contributed funds will be returned to the COUNTY at the end of the sixty-day notice. An audit of the COUNTY contributed funds will be submitted within one year following termination indicating how and when COUNTY funds were utilized. Any differences in the audit amounts and the undisbursed amounts returned to COUNTY will be corrected within 30 days of receipt of the audit.

**SURPLUS FUNDS:** Should the AGENCY be in possession of any surplus of 2026 COUNTY subsidy funds contributed pursuant to the Agreement, at 11:59 p.m. EST on December 31, 2026, the COUNTY authorizes the AGENCY to retain such funds for expenditure during the calendar year 2027, provided that the AGENCY will be obligated to expend such surplus funds in accordance with stated goals, strategies, and provisions of the 2027 Subsidy Agreement.

**PAYMENT TIMING AND REPORTING REQUIREMENTS:** COUNTY shall release funds to AGENCY on the following dates:

April 15, 2026  
July 15, 2026  
October 15, 2026  
December 15, 2026

At least two weeks prior to each funding release date, AGENCY shall submit a report to COUNTY. Documents submitted with each report should include the following information:

- a) A summary of the activities and professional plan conducted, with the Strategic Priorities of the County incorporated.
- b) A financial statement including revenues and expenses by category showing how County dollars are being expended.
- c) If applicable, the number of volunteers, volunteer hours, and the type of activities for which volunteers were used.
- d) The number of residents served through each program and a detailed description of what services were provided.

**COORDINATED CARE SYSTEM PARTICIPATION:** AGENCY must participate in the Coordinated Care system, currently powered by Unite Us, a social and human services coordinated technology platform to link residents, providers, and the community that supports them. The County has implemented a cloud-based digital solution that processes referrals and receives data from the human services provider network. The system provides a portfolio for residents with enhanced communication with providers. It enhances service, partner accountability, and accessibility for residents by using a two-way data feed and electronic real-time referrals to allow residents to connect to services faster via vetted community-based partners/providers.

This Agreement shall not become legally binding until fully executed by the COUNTY and AGENCY.

IN WITNESS WHEREOF, this Subsidy Agreement has been approved by the governing bodies of the parties and dulyexecuted by the proper officials of each.

GWINNETT COUNTY, GEORGIA

AGENCY

By: \_\_\_\_\_

By: \_\_\_\_\_

Nicole L. Hendrickson, Chairwoman  
Board of Commissioners

Title: \_\_\_\_\_

Attest:

Attest:

---

County Clerk (SEAL)

---

Title (SEAL)

Approved as to form by:

---

County/Staff Attorney



# 2026 Agency Budget Request

## Department of Community Services



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**Due date: June 11, 2025**

**Agency – Submit all pages in duplicate to:**  
Gwinnett Department of Community Services  
Attn: Kayla Tolbert, Business Management  
446 West Crogan Street  
Lawrenceville, GA 30046

# I | ORGANIZATION INFORMATION

## AGENCY INFORMATION

Organization name Gwinnett County Division of Family and Children Services Phone # 770-390-4154  
City Lawrenceville State GA Zip 30046  
County of agency headquarters Gwinnett Federal ID #    
Contact person Teresa Hughes  
Title County Director Phone # 706-506-8209

### ORGANIZATIONAL STRUCTURE (Check one):

GOVERNMENTAL  NON-PROFIT CORPORATION

Other (Please explain)

### Additional Board of Directors:

Santiago Marquez, Community Agency Partner (Latin American Association)

Frika Fadahunsi Izardo MSW LCSW - Mental Health Professional

BOARD OF DIRECTORS: List names and titles of all officers

Name Traci Moultrie Title Chair

Business Affiliation Former Juvenile Drug Court Coordinator

Name Dr. Ken Reed Title  

Business affiliation Spiritual Care Coordinator

Name Christopher Rafanelli Title  

Business affiliation Law Enforcement (GCPD)

Name Rachel Burgin Title  

Business affiliation Community Advocate

Name Dr. Melonie Hill Title  

Business affiliation Licensed Psychologist

TOTAL NUMBER OF BOARD MEMBERS 7

AVERAGE ANNUAL COMPENSATION \$ 8,700.00

## SCOPE OF SERVICES

DFCS ensures child safety and family stability across Georgia. DFCS investigates child abuse and neglect reports, offers Family Preservation services to high-risk families, and secures foster or adoptive homes for children who cannot safely stay with their families or kinship networks. The agency connects families to community resources for additional support. DFCS also administers public assistance programs, including SNAP (food stamps), Medicaid, and TANF, to eligible residents. DFCS promotes family well-being and economic independence. By delivering these comprehensive programs, DFCS strengthens communities and safeguards Georgia's children and families, fostering a safer, more resilient future.

## HISTORY OF ORGANIZATION

The Georgia Division of Family & Children Services (DFCS), under the Department of Human Services, operates in all 159 Georgia counties. Guided by state and federal policies, DFCS delivers critical services, including child protection, foster care, and public assistance programs. Funded primarily by federal and state allocations, DFCS has served communities for over 50 years, with Gwinnett County's office being a longstanding example. The agency's vision—Safe Children, Strengthened Families, Stronger Georgia—drives its mission to investigate child abuse, support at-risk families, and promote family stability and self-sufficiency, fostering resilient communities statewide.

NUMBER OF YEARS INCORPORATED (OR FOUNDED) 50+

NUMBER OF GWINNETT CITIZENS (UNDUPLICATED) SERVED IN 20 24.

Provide for each service provided.

CPS Child Abuse/Neglect Intake Reports for Gwinnett County	#	11,804
Family Support Services Cases	#	1,748
Child Abuse/Neglect Investigation Cases	#	2,249
Screen Out Intake Reports but Referred for Services	#	2,991
Courtesy Contacts for Other States/Counties	#	1,000+
Family Preservation Services Cases	#	123
Non-Duplicated Children in Foster Care During the Year	#	522
Gwinnett County SNAP (FoodStamp) and/or Medicaid Recipients	#	298,000+

## MISSION STATEMENT

We prioritize the safety of Georgia's children in the decisions we make and the actions we take. We partner with families on their paths to independence and build stronger communities with caring, effective, and responsive services.

## PERSONNEL INFORMATION

Number of employees:

	Full-time	Part-time	Volunteers
Administrative	34	0	_____
Technical	25	_____	_____
Other	172	_____	_____
Total #	231	_____	_____
Total # county employees	231	_____	_____

Provide titles of any county supported positions and the funding amount or percentage paid by Gwinnett County:

\_\_\_\_\_ \$/% \_\_\_\_\_  
\_\_\_\_\_ \$/% \_\_\_\_\_  
\_\_\_\_\_ \$/% \_\_\_\_\_  
\_\_\_\_\_ \$/% \_\_\_\_\_  
\_\_\_\_\_ \$/% \_\_\_\_\_  
\_\_\_\_\_ \$/% \_\_\_\_\_

## MANAGEMENT INFORMATION

	Full-time	Part-time
Executive Director	1	_____
President	_____	_____
Chairman/Chairwomen	_____	_____
Other	1	_____
Other	2	_____

## CURRENT FINANCIAL INFORMATION – Provide information regarding your Agency's current budget:

### REVENUES

Donations	\$ _____	Operating (services, fees)	\$ _____
Federal grants	\$ _____	Gwinnett County funding	\$ 660,638.00
Foundations	\$ _____	Other county funding	\$ _____
State grants	\$ _____	Interest	\$ _____
Other	\$ _____		

#### Details:

While child welfare programs are primarily funded through a combination of federal and state resources, county revenue plays a vital role in bridging the gap. It provides essential support for families who are facing immediate or emergency needs. It also provides support for prevention efforts to avoid children from unnecessarily entering foster care due to poverty or unmet service needs. Additionally, county funding helps us to recruit and retain highly qualified staff and support

**TOTAL REVENUES \$ 660,638.00**

### IN KIND SUPPORT

Type space	_____	Sq. ft.	_____	Address	_____
Type space	_____	Sq. ft.	_____	Address	_____
Type space	_____	Sq. ft.	_____	Address	_____
Type space	_____	Sq. ft.	_____	Address	_____
Type space	_____	Sq. ft.	_____	Address	_____

### INDICATE THE AMOUNT PROVIDED BY GWINNETT COUNTY

Utilities	\$ 0.00	Telephone	\$ 0.00
Furnishings	\$ 0.00	Maintenance	\$ 0.00

### INSURANCE COVERAGE – Check all that apply

Vehicle     Property     Liability     Other

### VEHICLES

Type N/A Number of County-owned vehicles \_\_\_\_\_

Other support \_\_\_\_\_

# II | BUDGET REQUEST TO GWINNETT COUNTY

If you do **NOT** currently receive funds from Gwinnett County, skip to page 7.

If you currently receive funding from Gwinnett County, complete the Gwinnett County **2025 funding column for amounts received from Gwinnett County**. Enter the amount requested for 2026 in the Amount Requested for 2026 column.

Account	Gwinnett County 2025 funding	Amount Requested for 2026
Building repair and maintenance	\$ _____	\$ _____
Capital (provide details on page 10)	\$ _____	\$ _____
Equipment	\$ _____	\$ _____
Fringes	\$ _____	\$ _____
Insurance	\$ _____	\$ _____
Board members compensation	\$ 8,700.00	\$ 8,700.00
Personnel	\$ 291,938.00	\$ 316,938.00
Professional services	\$ _____	\$ _____
Real estate rent	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Training	\$ 50,000.00	\$ 50,000.00
Travel, conference, mileage	\$ _____	\$ _____
Utilities	\$ _____	\$ _____
Vehicle cost	\$ _____	\$ _____
Other (list below)		
Emer Svcs for Gwinnett Citizens	\$ 120,000.00	\$ 120,000.00
Community Training and Health F	\$ 190,000.00	\$ 190,000.00
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
<b>TOTAL EXPENDITURES</b>	<b>\$ 660,638.00</b>	<b>\$ 685,638.00</b>

## NEW OPERATIONAL REQUEST FORM

If you are currently receiving funds from Gwinnett County and are asking for increases on page 6, justify below:

Personnel Account \_\_\_\_\_ Increase amount \$25,000

Justification:

Gwinnett County DFCS has partnered with Gwinnett County Community Services to streamline access to assistance for individuals and families through the OneStop 4 Help program. This collaboration supports the County's strategic priority of fostering a safe, livable, and healthy community. To build on this progress, DFCS proposes a part-time, county-funded position that will rotate among sites—providing hands-on outreach and community support to County

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification:

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Provide the TOTAL amount you are requesting from Gwinnett County next year from page 5 and the total from each New Operational Request Form used on page 8.

**TOTAL 2026 REQUEST \$ 685,638.00**

## 2026 NEW OPERATIONAL REQUEST

New Operational Requests are for new programs, new staff positions or expansion of existing services, etc., that require either new or a substantial increase in county funding.

All County dollars must be used to fund programs/activities that support [Gwinnett County's Strategic Priorities](#).

Please complete the information below for each individual program/activity for which funding is requested.

Use additional pages as necessary.

Agency \_\_\_\_\_ Priority # \_\_\_\_\_

Describe the request (i.e. Operating support for a new facility):

Please justify why this request is needed

Line-Item Program and Activity Costs	Amount
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL AMOUNT OF NEW OPERATIONAL REQUEST \$ \_\_\_\_\_

# III | FUNDING RELEASE REQUIREMENTS

In 2026, quarterly documents will need to be provided two weeks before the release of funding for the current year. Release dates are:

- April 15, 2026
- July 15, 2026
- October 15, 2026
- December 15, 2026

Documents needed on a quarterly basis, during the term of this agreement, should include the following information:

- a) A summary of the activities and professional plan conducted, with the Strategic Priorities of the County incorporated.
- b) A financial statement including revenues and expenses by category showing how County dollars are being expended.
- c) If applicable, include the number of volunteers, volunteer hours, and the type of activities for which volunteers were used.
- d) Include the number of residents served through each program and a detailed description of what services were provided.
- e) All applicants must participate in the Coordinated Care system, currently powered by Unite Us, a social and human services coordinated technology platform to link residents, providers, and the community that supports them. The County has implemented a cloud-based digital solution that processes referrals and receives data from the human services provider network. The system provides a portfolio for residents with enhanced communication with providers. It enhances service, partner accountability, and accessibility for residents by using a two-way data feed and electronic real-time referrals to allow residents to connect to services faster via vetted community-based partners/providers.
- f) Audit and compliance requirements: the agency shall comply with all requests for financial records or documents made by the County's selected audit firm and/or Gwinnett County employees. Upon request, the agency agrees to provide any information and records deemed necessary to monitor performance under this Agreement. All agencies must be available for onsite visits requested by, or on behalf of, the County.

Provide areas of opportunity to collaborate with the county, if not already collaborating, on your initiative with Gwinnett as part of our required partnership to correlate activities and targeted populations.

Is there an opportunity for county staff to provide representation when boards/staff conduct strategic retreats to provide feedback on areas of priority collaboration?

## STRATEGIC QUESTIONS FOR PRIORITIES

1. What can your organization and other community-based partners do together in cross-sector collaboration that none of us can do alone? Are there any current strategies you are developing around social wellness that you can share in collaboration with other partners? Provide examples of previous cross-sector collaboration your organization has conducted over the last year.
2. How are you involving current and/or future initiatives and intentional synergy to a community issue already getting attention?
3. Who are potential partners and community relationships that you are considering collaborating with to create inclusive and equitable solutions to grow your organizational reach and mission?
4. What are the strengths and skills that your organization provides in daily operations, or direct services that contribute most effectively to create universal solutions in Gwinnett?

## DETAILS:

- 1.) Gwinnett DFCS understands that no single agency can fully meet the complex needs of families in crisis. That's why cross-sector collaboration is at the core of our mission. We work hand-in-hand with the school system, law enforcement, Juvenile Court, Gwinnett County government, healthcare providers, and grassroots organizations to identify emerging community trends and respond in ways that strengthen families and reduce long-term system involvement. Over the past year, we've launched a monthly community partner series where agencies meet directly with our child welfare staff to share resources, align services, and coordinate support strategies. These sessions not only increase service awareness among DFCS staff but also foster real-time collaboration to resolve urgent family needs. This is particularly vital in addressing complex issues such as substance abuse, missing children, family violence, untreated mental and behavioral health needs, and cultural barriers in service delivery. As the most diverse county in Georgia, Gwinnett requires innovative, culturally responsive partnerships—and our staff's experience navigating these realities has made DFCS a valuable conduit for wraparound care.
- 2.) Gwinnett DFCS is aligning its efforts with county-wide priorities by focusing on some of the most urgent and widely recognized challenges in the community, such as behavioral health access, poverty, and family violence. Through monthly strategy meetings and targeted training efforts, we're building intentional synergy with local agencies and government entities to streamline responses and break down silos. By giving community partners a direct pathway to DFCS and incorporating their input into our case management process, we are embedding long-term collaboration into our operational model. These partnerships are particularly critical as we work together to improve outcomes for families facing overlapping barriers like language access, immigration-related benefit exclusions, and unfamiliarity with available supports.
- 3.) DFCS is actively strengthening partnerships with both longstanding and emerging community players. In addition to our ongoing relationships with public agencies and judicial partners, we are working to deepen collaboration with Gwinnett County Government and expand outreach to grassroots organizations serving underserved and immigrant communities. Our focus is on building inclusive networks that reflect the cultural richness and diversity of Gwinnett. We're prioritizing partnerships with organizations that can help us address systemic gaps—particularly in mental health access, substance abuse recovery, and culturally informed services—while helping families navigate complex systems with trust and clarity.
- 4.) Gwinnett DFCS brings several critical strengths to the table. Our frontline staff have deep expertise in helping families navigate public assistance systems, with a dedicated team of lobby staff who assist clients in applying for services and understanding eligibility. We also benefit from a highly experienced leadership team committed to cross-sector collaboration, system improvement, and community-based problem solving. Our operational model emphasizes culturally competent



**The GWINNETT STANDARD**  
is an expectation of excellence in service,  
stewardship, and integrity in everything we do.

## VISION, MISSION & VALUES

**Vision** Gwinnett is the preferred community where everyone thrives!

**Mission** Gwinnett proudly supports our vibrantly connected community by delivering superior services.

### **Values**

Integrity: We believe in being honest, building trust, and having strong moral principles.

Accountability: We believe in stewardship, transparency, and sustainability.

Equity: We believe in fairness and respect for all.

Inclusivity: We believe in engaging, embracing, and unifying our communities.

Innovation: We believe in continual adaptation of technology, process, and experience.

## STRATEGIC PRIORITIES

**Excellence in serving our residents and businesses.**



### **Organizational Excellence and Accountability**

Attract and retain a high-quality workforce; focus on employee development and career growth. Enhance intentional communication with language equity and customer service.



### **Public Infrastructure**

Invest in infrastructure enhancement and growth; asset management and assessment. Enhance mobility with transportation alternatives, transit systems, and trails.



### **Safe, Livable, and Healthy Community**

Cultivate a focus on social welfare, physical and mental health, and public safety.



### **Sustainability and Stewardship**

Prudent fiscal management for fiscal health and financial stability; improved efficiency and technology; and service delivery cost analysis.



### **Economic Opportunities**

Support business startups; attract quality business; make smart choices regarding development and incentives; and collaborate with industries and schools.



## IV | AGENCY CERTIFICATION

The information in this form, as compiled or reviewed, represents the requests of our organization for the forthcoming year.

AUTHORIZED OFFICIAL SIGNATURE Teresa Hughes  Digitally signed by Teresa Hughes  
Date: 2025.06.10 12:23:22 -04'00'

Name: Teresa Hughes  
Phone: 706-506-8209 Date: 06/10/2025

AGENCY'S BOARD PRESIDENT / CHAIR SIGNATURE: Traci Moultrie  Digitally signed by Traci Moultrie  
Date: 2025.06.10 13:39:49 -04'00'

Name: Traci Moultrie  
Phone: 770-601-1399 Date: 06/10/2025

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260058				
Department:	Community Services		Date Submitted:	12/23/2025
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	vlharrod		Multiple Depts?	No
Agenda Type	Approval/authorization			
Item of Business:			Locked by Purchasing	No
for the Chairwoman to execute a contract with View Point Health in the amount of \$1,443,341.00 for the period of January 1, 2026 through December 31, 2026.				
Attachments	Subsidy Agreement, Justification Memo			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Approval			
BAC Action:				
Department Head	Igorstad (12/23/2025)			
Attorney	abcauthen (1/12/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	General	*	\$1,443,341	brainey (1/9/2026)
Finance Comments	*Amount available in Payment to Subsidies.			FinDir's Initials raroyal (1/9/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	
Tabled		
Motion		
2nd by		
		Vote
		No Action Taken



---

TO: Chairwoman  
District Commissioners

FROM: Lindsey Jorstad, Department Director   
Community Services

RE: 2026 Agreement for County Subsidy Dollars – View Point Health

DATE: January 7, 2026

The following budget allocation was approved by the Board of Commissioners for the 2026 budget. We therefore request Board authorization for the Chairwoman to sign, where required, contracts for the following agency.

View Point Health	\$1,443,341.00
-------------------	----------------

View Point Health serves as Gwinnett County's safety net provider for individuals with severe mental illness, substance use disorders, or intellectual and developmental disabilities.

As a Community Service Board, it offers a comprehensive continuum of care through a dedicated team of therapists, nurses, counselors, social workers, and other professionals, supporting children, adolescents, families, and adults.

Key services include housing support, case management, counseling, crisis stabilization, substance use recovery, supported employment, accountability courts, and more.



For and in consideration of the mutual promises contained herein, the sufficiency of which is acknowledged, GWINNETT COUNTY BOARD OF COMMISSIONERS, a political subdivision of the State of Georgia (hereinafter referred to as "COUNTY"), and VIEW POINT HEALTH, located at P.O. Box 687, Lawrenceville, GA 30046-8444, hereinafter referred to as "AGENCY", agree as follows:

**PURPOSE:** The purpose of the execution of this Agreement is solely for the purpose of providing funding from the COUNTY to the AGENCY during the calendar year 2026.

**RELATIONSHIP:** The AGENCY hereby represents that it is an independent contractor with regard to Gwinnett County, and this Agreement does not create the relationship of employer/employee or principal/agent between the COUNTY and the AGENCY.

**SERVICES:** The COUNTY recognizes the need to provide local assistance for health and human services that improve the quality of life for the community. Therefore, the COUNTY shall provide \$1,443,341 cash as a means of supporting provisions of the enumerated services and programs outlined in the AGENCY'S Subsidy Budget Application (Attachment "A").

**TERM:** The term of this Agreement is one year to begin January 1, 2026, through December 31, 2026. Funding shall be approved in conjunction with the COUNTY's annual budget process. COUNTY shall issue payments in four equal quarterly payments as provided herein.

**ANNUAL CONTRACT:** This Agreement shall be for an annual period (calendar year) only. It is expressly acknowledged that the purpose of this provision is to avoid any adverse implications of the Official Code of Georgia Section 36-30-3 concerning the binding of future commissioners.

**AUDIT AND COMPLIANCE REQUIREMENTS:** AGENCY shall comply with all requests for financial records or documents made by COUNTY's selected audit firm and/or Gwinnett County employees. Upon request, AGENCY agrees to provide any information and records deemed necessary to monitor performance under this Agreement. All Agencies must be available for onsite visits requested by, or on behalf of, COUNTY.

**AMENDMENTS:** No modification of this Agreement shall be made unless acknowledged in a written amendment signed by both parties.

**SERVICE WITHIN COUNTY:** AGENCY agrees that COUNTY contributed funds will be used only within the boundaries of Gwinnett County, except for budgeted administrative costs that are specifically included in the AGENCY's Subsidy Budget Application (Attachment "A").

**OPEN MEETINGS REQUIRED:** AGENCY agrees to adhere to the Georgia open meeting requirements if more than 33.3% of total support is from tax funds as reflected in the AGENCY's Subsidy Budget Application (Attachment "A").

**RECORDS:** AGENCY's financial records and service provision records must be available for COUNTY review. AGENCY must adhere to Georgia state laws and policies and county ordinances and policies with regard to expenditure reporting and auditing. A certified audit must be on file with the COUNTY for the most recent fiscal year prior to this Agreement. A certified audit for the fiscal year(s) covered by this agreement must be

submitted as soon as it is available.

**MEDICAL INFORMATION:** AGENCY agrees to comply with the Health Insurance Portability and Accountability Act of 1996 as amended (HIPAA) as it relates to the protection of health information on both employees and clients of the AGENCY.

**INDEMNIFICATION:** The AGENCY agrees to indemnify and hold harmless the COUNTY and its respective agents, officers, employees, and directors from and against any and all liability, loss, damages, interest, judgments, and liens growing out of any and all costs and expenses (including but not limited to reasonable attorney's fees and disbursement) arising out of or incurred in connection with any and all claims, demands, suits, action, or proceedings which may be brought against the COUNTY by reason of or as a result of the negligent or willful act or omission of the AGENCY, its agents, officers, employees, and directors to the extent permitted by the Laws of the State of Georgia.

**NOTIFICATION OF CHANGES:** AGENCY agrees to report to the COUNTY any changes from the submitted Subsidy Budget Application (Attachment "A") in the AGENCY's program goals, services, management, or budget. Any such changes which fall within the scope and total budget of the AGENCY's Subsidy Budget Application (Attachment "A") must be approved by the Director of the COUNTY's Department of Community Services. Any such changes which would exceed the scope and total budget of the AGENCY's Subsidy Budget Application (Attachment "A") must be approved as an Amendment to this Agreement.

**METHOD OF NOTIFICATION:** All notices and communications provided for hereunder shall be sent by registered or certified mail, postage prepaid, and addressed as follows:

1. To the AGENCY	Name: Jennifer Hibbard Title: CEO Agency: View Point Health Address: P.O. Box 687 Lawrenceville, GA 30046
2. To the COUNTY:	Name: Lindsey Jorstad Title: Director of Community Services Agency: Gwinnett County Department of Community Services Address: 446 West Crogan Street Lawrenceville, GA 30046-6935

**USE OF FUNDS:** AGENCY agrees that funds will be used solely for the purposes outlined herein. AGENCY further agrees that it will comply with all applicable State of Georgia and federal laws, city and county ordinances, and requirements and regulations of all relevant agencies. Furthermore, in the event that this agreement is found to be contrary to law, this agreement will terminate immediately. AGENCY shall not perform any act, fail to perform any act, or refuse to comply with any COUNTY requests which would cause COUNTY to be in violation of any applicable State of Georgia or federal laws, city or county ordinances, or requirements or regulations of any relevant agencies.

**TERMINATION FOR CAUSE:** This Agreement may be terminated for cause by the COUNTY immediately upon written notice of such termination received by the AGENCY. For purposes of this Agreement, cause for termination will include AGENCY utilization of COUNTY contributed funds for purposes other than those outlined herein, insolvency or bankruptcy of the AGENCY, failure of the AGENCY to deliver the documents as outlined in the Records section herein, or failure of the AGENCY to meet the other requirements in this Agreement within a reasonable period, not to exceed six weeks. Within sixty days of termination for cause, the AGENCY is required to repay the COUNTY all COUNTY contributed funds that were utilized for purposes other than those outlined herein and any and all undisbursed COUNTY funds. The AGENCY shall not make any further disbursements of COUNTY contributed funds after receipt of notice of termination. An audit of the COUNTY contributed funds will be submitted within one year following termination indicating how and when COUNTY funds were utilized. Any differences in the audit amounts and the undisbursed amounts returned to COUNTY will be corrected within 30 days of receipt of the audit.

**TERMINATION WITHOUT CAUSE:** This Agreement may be terminated by either party, sixty days after receipt of written notification by the other party. The AGENCY shall not make any further disbursements of COUNTY contributed funds after receipt of notice of termination. All undisbursed COUNTY contributed funds will be returned to the COUNTY at the end of the sixty-day notice. An audit of the COUNTY contributed funds will be submitted within one year following termination indicating how and when COUNTY funds were utilized. Any differences in the audit amounts and the undisbursed amounts returned to COUNTY will be corrected within 30 days of receipt of the audit.

**SURPLUS FUNDS:** Should the AGENCY be in possession of any surplus of 2026 COUNTY subsidy funds contributed pursuant to the Agreement, at 11:59 p.m. EST on December 31, 2026, the COUNTY authorizes the AGENCY to retain such funds for expenditure during the calendar year 2027, provided that the AGENCY will be obligated to expend such surplus funds in accordance with stated goals, strategies, and provisions of the 2027 Subsidy Agreement.

**PAYMENT TIMING AND REPORTING REQUIREMENTS:** COUNTY shall release funds to AGENCY on the following dates:

April 15, 2026

July 15, 2026

October 15, 2026

December 15, 2026

At least two weeks prior to each funding release date, AGENCY shall submit a report to COUNTY. Documents submitted with each report should include the following information:

- a) A summary of the activities and professional plan conducted, with the Strategic Priorities of the County incorporated.
- b) A financial statement including revenues and expenses by category showing how County dollars are being expended.
- c) If applicable, the number of volunteers, volunteer hours, and the type of activities for which volunteers were used.
- d) The number of residents served through each program and a detailed description of what services were provided.

**COORDINATED CARE SYSTEM PARTICIPATION:** AGENCY must participate in the Coordinated Care system, currently powered by Unite Us, a social and human services coordinated technology platform to link residents,

providers, and the community that supports them. The County has implemented a cloud-based digital solution that processes referrals and receives data from the human services provider network. The system provides a portfolio for residents with enhanced communication with providers. It enhances service, partner accountability, and accessibility for residents by using a two-way data feed and electronic real-time referrals to allow residents to connect to services faster via vetted community-based partners/providers.

This Agreement shall not become legally binding until fully executed by the COUNTY and AGENCY.

IN WITNESS WHEREOF, this Subsidy Agreement has been approved by the governing bodies of the parties and dulyexecuted by the proper officials of each.

GWINNETT COUNTY, GEORGIA

AGENCY

By: \_\_\_\_\_

By: \_\_\_\_\_

Nicole L. Hendrickson, Chairwoman  
Gwinnett Board of Commissioners

Title: \_\_\_\_\_

Attest:

Attest:

---

County Clerk (SEAL)

---

Title (SEAL)

Approved as to form by:

---

County/Staff Attorney



# 2026 Agency Budget Request

## Department of Community Services



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**Due date: June 11, 2025**

Agency – Submit all pages in duplicate to:  
Gwinnett Department of Community Services  
Attn: Kayla Tolbert, Business Management  
446 West Crogan Street  
Lawrenceville, GA 30046

# I | ORGANIZATION INFORMATION

## AGENCY INFORMATION

Organization name View Point Health Phone # 678-209-2370  
City Lawrenceville State GA Zip 30046  
County of agency headquarters Gwinnett Federal ID # 58-2103187  
Contact person Eric Naughton  
Title CFO Phone # 678-209-2378

ORGANIZATIONAL STRUCTURE (Check one):  
 GOVERNMENTAL  NON-PROFIT CORPORATION

Other (Please explain)

### BOARD OF DIRECTORS: List names and titles of all officers

Name Doreen Williams Title Chairperson

Business Affiliation Retired Educator - Elected Official

Name Yvette Morton Williams Title Vice Chair

Business affiliation Advocate

Name Marline Thomas Title 2nd Vice Chair

Business affiliation Veteran - Elected Official

Name Brandy Burch Title Secretary/Treasurer

Business affiliation Law Enforcement

Name \_\_\_\_\_ Title \_\_\_\_\_

Business affiliation \_\_\_\_\_

**TOTAL NUMBER OF BOARD MEMBERS** 13 (5 vacancies)

**AVERAGE ANNUAL COMPENSATION \$** 0

## SCOPE OF SERVICES

View Point Health (VPH) is a Community Service3 Board that operates as the "safety net" provider for individuals with severe and persistent mental illness (SPMI), substance use disorders, or intellectual and developmental disability challenges. VPH offers a full array of services for children, adolescents, families, and individuals within a comprehensive continuum of care. These services range from housing support, case management, counseling, intensive/community - based services, crisis stabilization, supported employment, Accountability courts, assertive community treatments and substance use recovery services. VPH primarily operates in Gwinnett, Rockdale, and Newton counties. In addition, VPH provides programs in DeKalb and Fulton counties and operates two programs for children and families throughout Georgia

## HISTORY OF ORGANIZATION

View Point Health (previously known as Gwinnett/Rockdale/Newton Community Service Board) was officially formed as a Community Service Board in 1994 through Georgia HB100. VPH provided mental health, substance abuse and developmental disability services throughout Gwinnett, Rockdale, and Newton counties primarily in four main clinics, a day program and recovery center, developmental disability center and select group homes. In 1999, VPH expanded its operations to include supportive employment, additional day programming and more housing support. In 2002, VPH was awarded a large federal grant to enhance community-based services for children and youth. In 2004, the recovery center was relocated and expanded to provide more intensive substance abuse care. In 2009, VPH opened the adolescent crisis stabilization unit in DeKalb County and in 2010, expanded the intensive community-based coordination program throughout the state of Georgia. In 2011, VPH was awarded numerous community-based services funded in part through the DOJ settlement agreement, and in 2013 these adult intensive community-based services were expanded to Fulton and DeKalb counties. In 2014, VPH

NUMBER OF YEARS INCORPORATED (OR FOUNDED) 31

NUMBER OF GWINNETT CITIZENS (UNDUPLICATED) SERVED IN 20 24

Provide for each service provided.

Lawrenceville and Norcross Mental Health Clinics	#	3,490
Medication Assisted Treatment	#	104
Alianza Terapeutica Latina	#	900
Georgia Apex Project (School-based)	#	597
Intensive Community-based	#	391
Supportive Housing & Transitional Housing	#	250
Accountability Courts	#	635
Day Program, Peer Support & Clubhouses	#	193

## MISSION STATEMENT

To promote overall health and improve quality of life by ensuring the delivery of effective behavioral and physical health care that meets the needs of communities we serve.

## PERSONNEL INFORMATION

Number of employees:

	Full-time	Part-time	Volunteers
Administrative	100	3	_____
Technical	493	80	_____
Other	_____	_____	_____
Total #	593	83	_____
Total # county employees	0	0	0

Provide titles of any county supported positions and the funding amount or percentage paid by Gwinnett County:

6 Clinicians \_\_\_\_\_ \$/% 400,000  
\_\_\_\_\_ \$/%  
\_\_\_\_\_ \$/%  
\_\_\_\_\_ \$/%  
\_\_\_\_\_ \$/%  
\_\_\_\_\_ \$/%

## MANAGEMENT INFORMATION

	Full-time	Part-time
Executive Director	x	_____
President	_____	_____
Chairman/Chairwomen	_____	_____
Other	x	_____
Other	_____	_____

**CURRENT FINANCIAL INFORMATION** – *Provide information regarding your Agency's current budget:*

**REVENUES**

Donations	\$ _____	Operating (services, fees)	\$ 18,017,519
Federal grants	\$ 1,188,894	Gwinnett County funding	\$ 1,959,408
Foundations	\$ _____	Other county funding	\$ 434,320
State grants	\$ 48,935,735	Interest	\$ 2,000
Other	\$ 2,234,360		

**Details:**

The State of Georgia provides funding based on contractual services.

Other county funding is from Rockdale and Newton counties.

Other is mostly from the Georgia Opioid Abatement Trust and some miscellaneous contracts

**TOTAL REVENUES** \$ 72,772,236

**IN KIND SUPPORT**

Type space	Norcross Mental Health	Sq. ft. 5,142	Address 5030 Georgia Belle Ct. Norcross, GA
Type space	Office Space	Sq. ft. 650	Address 2755 Sawnee Ave., Buford, GA
Type space	Play Therapy	Sq. ft. 6,140	Address 3025 Bethany Church Rd., Snellville, GA
Type space	_____	Sq. ft. _____	Address _____
Type space	_____	Sq. ft. _____	Address _____

**INDICATE THE AMOUNT PROVIDED BY GWINNETT COUNTY**

Utilities	\$ _____	Telephone	\$ _____
Furnishings	\$ _____	Maintenance	\$ 12,000

**INSURANCE COVERAGE – Check all that apply**

Vehicle    Property    Liability    Other

**VEHICLES**

Type \_\_\_\_\_ Number of County-owned vehicles 0

Other support \_\_\_\_\_

## II | BUDGET REQUEST TO GWINNETT COUNTY

If you do **NOT** currently receive funds from Gwinnett County, skip to page 7.

If you currently receive funding from Gwinnett County, complete the Gwinnett County **2025 funding column** for amounts received from Gwinnett County. Enter the amount requested for 2026 in the Amount Requested for 2026 column.

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Capital (provide details on page 10)	\$ _____	\$ _____
Equipment	\$ _____	\$ _____
Fringes	\$ 116,312	\$ 174,468
Insurance	\$ _____	\$ _____
Board members compensation	\$ _____	\$ _____
Personnel	\$ 283,688	\$ 425,532
Professional services	\$ _____	\$ _____
Real estate rent	\$ 739,497	\$ 739,497
Supplies	\$ 250,000	\$ 250,000
Training	\$ _____	\$ _____
Travel, conference, mileage	\$ _____	\$ _____
Utilities	\$ 28,800	\$ 28,800
Vehicle cost	\$ _____	\$ _____
Other (list below)		
Security	\$ 25,044	\$ 25,044
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,443,341</b>	<b>\$ 1,643,341</b>

## NEW OPERATIONAL REQUEST FORM

If you are currently receiving funds from Gwinnett County and are asking for increases on page 6, justify below:

Account Personnel Increase amount 141,844

Justification:

Since October 2024, Centerville's Play Therapy & Resilience Training Program has served 70 children ages 0-17 (within 53 households) and provided trainings that promote resiliency building and improve the lives of children and their families. The core benefit of Centerville's Play Therapy & Resilience Training Program is that it provides education and specialized training to increase trauma informed, age-appropriate and culturally responsive skills for

Account Fringes Increase amount 58,156

Justification:

The staffing costs to provide the Play Therapy & Resilience Training Program is \$600,000. The goal for years two and three are to be able to earn approximately \$200,000 through billing, View Point Health absorb \$200,000 from other programs and receive a subsidy from Gwinnett County for \$200,000.

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Provide the TOTAL amount you are requesting from Gwinnett County next year from page 5 and the total from each New Operational Request Form used on page 8.

TOTAL 2026 REQUEST \$ 1,643,341

## 2026 NEW OPERATIONAL REQUEST

New Operational Requests are for new programs, new staff positions or expansion of existing services, etc., that require either new or a substantial increase in county funding.

All County dollars must be used to fund programs/activities that support [Gwinnett County's Strategic Priorities](#). Please complete the information below for each individual program/activity for which funding is requested. Use additional pages as necessary.

Agency View Point Health Priority #

Describe the request (i.e. Operating support for a new facility):

The request is for continued funding support for operational expenses for View Point Health's Centerville's Play Therapy & Resilience Training Program which launched services in October 2024.

Please justify why this request is needed

Gwinnett County funding will support continued growth and sustainability for Centerville's Play Therapy & Resilience Training Program to provide care to children age 0-17 and their families. Sustainability will rely on a diverse funding approach that includes billing for therapeutic services; offering purchase of training, consultation, and technical assistance; and seeking grant funding opportunities and donations to cover expenses like play therapy equipment and training materials, and the cost of program staffing. Since March 2021, View Point Health has been an approved

### **Line-Item Program and Activity Costs**

**Amount**

## Personnel

141,844

## Fringes

58,156

---

Digitized by srujanika@gmail.com

✓ [View Details](#)

---

— 10 —

3 \_\_\_\_\_

200,000

### III | FUNDING RELEASE REQUIREMENTS

In 2026, quarterly documents will need to be provided two weeks before the release of funding for the current year. Release dates are:

- April 15, 2026
- July 15, 2026
- October 15, 2026
- December 15, 2026

Documents needed on a quarterly basis, during the term of this agreement, should include the following information:

- a) A summary of the activities and professional plan conducted, with the Strategic Priorities of the County incorporated.
- b) A financial statement including revenues and expenses by category showing how County dollars are being expended.
- c) If applicable, include the number of volunteers, volunteer hours, and the type of activities for which volunteers were used.
- d) Include the number of residents served through each program and a detailed description of what services were provided.
- e) All applicants must participate in the Coordinated Care system, currently powered by Unite Us, a social and human services coordinated technology platform to link residents, providers, and the community that supports them. The County has implemented a cloud-based digital solution that processes referrals and receives data from the human services provider network. The system provides a portfolio for residents with enhanced communication with providers. It enhances service, partner accountability, and accessibility for residents by using a two-way data feed and electronic real-time referrals to allow residents to connect to services faster via vetted community-based partners/providers.
- f) Audit and compliance requirements: the agency shall comply with all requests for financial records or documents made by the County's selected audit firm and/or Gwinnett County employees. Upon request, the agency agrees to provide any information and records deemed necessary to monitor performance under this Agreement. All agencies must be available for onsite visits requested by, or on behalf of, the County.

Provide areas of opportunity to collaborate with the county, if not already collaborating, on your initiative with Gwinnett as part of our required partnership to correlate activities and targeted populations.

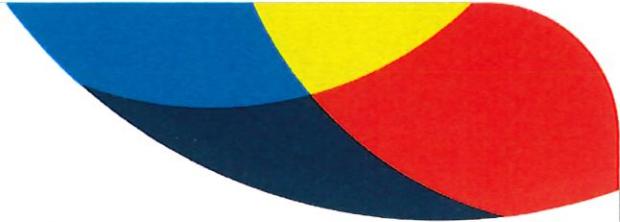
Is there an opportunity for county staff to provide representation when boards/staff conduct strategic retreats to provide feedback on areas of priority collaboration?

#### STRATEGIC QUESTIONS FOR PRIORITIES

1. What can your organization and other community-based partners do together in cross-sector collaboration that none of us can do alone? Are there any current strategies you are developing around social wellness that you can share in collaboration with other partners? Provide examples of previous cross-sector collaboration your organization has conducted over the last year.
2. How are you involving current and/or future initiatives and intentional synergy to a community issue already getting attention?
3. Who are potential partners and community relationships that you are considering collaborating with to create inclusive and equitable solutions to grow your organizational reach and mission?
4. What are the strengths and skills that your organization provides in daily operations, or direct services that contribute most effectively to create universal solutions in Gwinnett?

DETAILS:

1. View Point Health (VPH) is addressing social wellness concerns by focusing on crisis mental health services; the need for sustainable housing; and helping individuals avoid unnecessary and negative consequences by receiving appropriate levels of mental health services for crisis care, VPH is partnering with local emergency departments and County courts, ensuring that individuals are appropriately linked to crisis stabilization and/or intensive, community-based services. For sustainable housing, VPH is working with Gwinnett Housing and Community Development to provide behavioral health services for all in need. This partnership has been effective in helping individuals who are homeless with a mental health challenge receive immediate support and sustain better housing options. Finally, VPH is partnering with several local law enforcement agencies to divert individuals with a mental health challenge from being arrested and/or incarcerated. These partnerships ensure that individuals get the right care at the right time and are not charged with a crime.
2. One of the issues receiving a lot of community attention is law enforcement's response to mental health calls. VPH has several contracts with local Gwinnett law enforcement agencies to ensure a solid practice around co response. In addition, VPH is a member of a statewide association monitoring recent legislation related to this work and further ensuring that these services are linked in a comprehensive, baseline model. Locally, VPH connects different law enforcement departments together to review and revise the law enforcement co-responder model to obtain the best outcomes, especially related to individuals being diverted from arrest and into appropriate services.
3. In addition to the partners already mentioned, VPH partners with Gwinnett Coalition, Resilient Gwinnett, GUIDE, Piedmont Healthcare, Northside Gwinnett, Probate Court, and others to expand the service capacity and create equitable solutions for individuals to access care. This is evident by VPH's increase in programming over the past decade and in acquiring a Latino-based company to expand behavioral health footprint within the Hispanic community. Other program expansions include jail re-entry and court services for underserved populations, as well as expanding children, adolescent, and family programming VPH routinely meets with all partners to continually discuss service delivery, capacity building and making sure services are inclusive for all populations.
4. VPH's most influential strength is being the "safety net" behavioral health provider, which means VPH programs are comprehensive in nature and designed to work toward positive outcomes for individuals who are at high risk for behavioral health challenges and most-in-need. There are other mental health providers in Gwinnett County, but only View Point Health offers these intensive services in a full continuum of care from crisis stabilization, emergency housing all the way to outpatient services and medication management.



**The GWINNETT STANDARD**  
is an expectation of excellence in service,  
stewardship, and integrity in everything we do.

## VISION, MISSION & VALUES

**Vision** Gwinnett is the preferred community where everyone thrives!

**Mission** Gwinnett proudly supports our vibrantly connected community by delivering superior services.

**Values**

Integrity: We believe in being honest, building trust, and having strong moral principles.

Accountability: We believe in stewardship, transparency, and sustainability.

Equity: We believe in fairness and respect for all.

Inclusivity: We believe in engaging, embracing, and unifying our communities.

Innovation: We believe in continual adaptation of technology, process, and experience.

## STRATEGIC PRIORITIES

Excellence in serving our residents and businesses.



**Organizational Excellence and Accountability**

Attract and retain a high-quality workforce; focus on employee development and career growth. Enhance intentional communication with language equity and customer service.



**Public Infrastructure**

Invest in infrastructure enhancement and growth; asset management and assessment. Enhance mobility with transportation alternatives, transit systems, and trails.



**Safe, Livable, and Healthy Community**

Cultivate a focus on social welfare, physical and mental health, and public safety.



**Sustainability and Stewardship**

Prudent fiscal management for fiscal health and financial stability; improved efficiency and technology; and service delivery cost analysis.



**Economic Opportunities**

Support business startups; attract quality business; make smart choices regarding development and incentives; and collaborate with industries and schools.



## IV | AGENCY CERTIFICATION

The information in this form, as compiled or reviewed, represents the requests of our organization for the forthcoming year.

AUTHORIZED OFFICIAL SIGNATURE



Name: Jennifer Hibbard

Phone: (678) 360-3600

Date: 6/11/2025

AGENCY'S BOARD PRESIDENT / CHAIR SIGNATURE:



Name: Doreen Williams

Phone: (678) 232-1407

Date: 6/11/2025

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260059				
Department:	Community Services	Date Submitted:	12/23/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	vlharrod	Multiple Depts?	No	
Agenda Type	Approval/authorization			
Item of Business:	Locked by Purchasing		No	
for the Chairwoman to execute a contract with Gwinnett Coalition, Inc. in the amount of \$235,088.00 for the period of January 1, 2026 through December 31, 2026.				
Attachments	Subsidy Agreement, Justification Memo			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Approval			
BAC Action:				
Department Head	Igorstad (12/23/2025)			
Attorney	abcauthen (1/12/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	General	*	\$235,088	brainey (1/12/2026)
Finance Comments	*Amount available in Payment to Subsidies.			FinDir's Initials raroyal (1/9/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		
Motion		
2nd by		
		Vote



---

TO: Chairwoman  
District Commissioners

FROM: Lindsey Jorstad, Department Director   
Community Services

RE: 2026 Agreement for County Subsidy Dollars – Gwinnett Coalition

DATE: January 7, 2026

The following budget allocation was approved by the Board of Commissioners for the 2026 budget. We therefore request Board authorization for the Chairwoman to sign, where required, contracts for the following agency.

Gwinnett Coalition	\$235,088.00
--------------------	--------------

The Gwinnett Coalition aims to ensure residents, families, and community-based organizations have access to the resources and support needed to meet basic needs in addition to serving as the county's Family Connection Agency.

One of the Coalition's key focus areas is Nonprofit Capacity Building, where they work with local organizations and leaders to strengthen Gwinnett's nonprofit ecosystem. We recommend your approval.



GWINNETT COUNTY  
COMMUNITY SERVICES  
**GWINNETT COALITION, INC.**  
**SUBSIDY AGREEMENT**

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For and in consideration of the mutual promises contained herein, the sufficiency of which is acknowledged, GWINNETT COUNTY BOARD OF COMMISSIONERS, a political subdivision of the State of Georgia (hereinafter referred to as "COUNTY"), and GWINNETT COALITION, INC., located at 750 South Perry Street, Suite 312, GA 30046, hereinafter referred to as "AGENCY", agree as follows:

**PURPOSE:** The purpose of the execution of this Agreement is solely for the purpose of providing funding from the COUNTY to the AGENCY during the calendar year 2026.

**RELATIONSHIP:** The AGENCY hereby represents that it is an independent contractor with regard to Gwinnett County, and this Agreement does not create the relationship of employer/employee or principal/agent between the COUNTY and the AGENCY.

**SERVICES:** The COUNTY recognizes the need to provide local assistance for health and human services that improve the quality of life for the community. Therefore, the COUNTY shall provide \$235,088 cash as a means of supporting provisions of the enumerated services and programs outlined in the AGENCY'S Subsidy Budget Application (Attachment "A").

**TERM:** The term of this Agreement is one year to begin January 1, 2026, through December 31, 2026. Funding shall be approved in conjunction with the COUNTY's annual budget process. COUNTY shall issue payments in four equal quarterly payments as provided herein.

**ANNUAL CONTRACT:** This Agreement shall be for an annual period (calendar year) only. It is expressly acknowledged that the purpose of this provision is to avoid any adverse implications of the Official Code of Georgia Section 36-30-3 concerning the binding of future commissioners.

**AUDIT AND COMPLIANCE REQUIREMENTS:** AGENCY shall comply with all requests for financial records or documents made by COUNTY's selected audit firm and/or Gwinnett County employees. Upon request, AGENCY agrees to provide any information and records deemed necessary to monitor performance under this Agreement. All Agencies must be available for onsite visits requested by, or on behalf of, COUNTY.

**AMENDMENTS:** No modification of this Agreement shall be made unless acknowledged in a written amendment signed by both parties.

**SERVICE WITHIN COUNTY:** AGENCY agrees that COUNTY contributed funds will be used only within the boundaries of Gwinnett County, except for budgeted administrative costs that are specifically included in the AGENCY's Subsidy Budget Application (Attachment "A").

**OPEN MEETINGS REQUIRED:** AGENCY agrees to adhere to the Georgia open meeting requirements if more than 33.3% of total support is from tax funds as reflected in the AGENCY's Subsidy Budget Application (Attachment "A").

**RECORDS:** AGENCY's financial records and service provision records must be available for COUNTY review. AGENCY must adhere to Georgia state laws and policies and county ordinances and policies with regard to expenditure reporting and auditing. A certified audit must be on file with the COUNTY for the most recent fiscal year prior to this Agreement. A certified audit for the fiscal year(s) covered by this agreement must be

submitted as soon as it is available.

**MEDICAL INFORMATION:** AGENCY agrees to comply with the Health Insurance Portability and Accountability Act of 1996 as amended (HIPAA) as it relates to the protection of health information on both employees and clients of the AGENCY.

**INDEMNIFICATION:** The AGENCY agrees to indemnify and hold harmless the COUNTY and its respective agents, officers, employees and directors from and against any and all liability, loss, damages, interest, judgments and liens growing out of any and all costs and expenses (including but not limited to reasonable attorney's fees and disbursement) arising out of or incurred in connection with any and all claims, demands, suits, action or proceedings which may be brought against the COUNTY by reason of or as a result of the negligent or willful act or omission of the AGENCY, its agents, officers, employees and directors to the extent permitted by the Laws of the State of Georgia.

**NOTIFICATION OF CHANGES:** AGENCY agrees to report to the COUNTY any changes from the submitted Subsidy Budget Application (Attachment "A") in the AGENCY's program goals, services, management, or budget. Any such changes which fall within the scope and total budget of the AGENCY's Subsidy Budget Application (Attachment "A") must be approved by the Director of the COUNTY's Department of Community Services. Any such changes which would exceed the scope and total budget of the AGENCY's Subsidy Budget Application (Attachment "A") must be approved as an Amendment to this Agreement.

**METHOD OF NOTIFICATION:** All notices and communications provided for hereunder shall be sent by registered or certified mail, postage prepaid, and addressed as follows:

1. To the AGENCY

Name:      Renee Byrd-Lewis  
Title:      President and CEO  
Agency:      Gwinnett Coalition, Inc.  
Address:      750 South Perry Street, Suite 312  
                    Lawrenceville, GA 30046

2. To the COUNTY:

Name:      Lindsey Jorstad  
Title:      Director of Community Services  
Agency:      Gwinnett County Department of Community Services  
Address:      446 West Crogan Street  
                    Lawrenceville, GA 30046-6935

**USE OF FUNDS:** AGENCY agrees that funds will be used solely for the purposes outlined herein. AGENCY further agrees that it will comply with all applicable State of Georgia and federal laws, city and county ordinances, and requirements and regulations of all relevant agencies. Furthermore, in the event that this agreement is found to be contrary to law, this agreement will terminate immediately. AGENCY shall not perform any act, fail to perform any act, or refuse to comply with any COUNTY requests which would cause COUNTY to be in violation of any applicable State of Georgia or federal laws, city or county ordinances, or requirements or regulations of any relevant agencies.

**TERMINATION FOR CAUSE:** This Agreement may be terminated for cause by the COUNTY immediately upon written notice of such termination received by the AGENCY. For purposes of this Agreement, cause for termination will include AGENCY utilization of COUNTY contributed funds for purposes other than those outlined herein, insolvency or bankruptcy of the AGENCY, failure of the AGENCY to deliver the documents as outlined in the Records section herein, or failure of the AGENCY to meet the other requirements in this Agreement within a reasonable period of time, not to exceed six weeks. Within sixty days of termination for cause, the AGENCY is required to repay the COUNTY all COUNTY contributed funds that were utilized for purposes other than those outlined herein and any and all undisbursed COUNTY funds. The AGENCY shall not make any further disbursements of COUNTY contributed funds after receipt of notice of termination. An audit of the COUNTY contributed funds will be submitted within one year following termination indicating how and

when COUNTY funds were utilized. Any differences in the audit amounts and the undisbursed amounts returned to COUNTY will be corrected within 30 days of receipt of the audit.

**TERMINATION WITHOUT CAUSE:** This Agreement may be terminated by either party, sixty days after receipt of written notification by the other party. The AGENCY shall not make any further disbursements of COUNTY contributed funds after receipt of notice of termination. All undisbursed COUNTY contributed funds will be returned to the COUNTY at the end of the sixty-day notice. An audit of the COUNTY contributed funds will be submitted within one year following termination indicating how and when COUNTY funds were utilized. Any differences in the audit amounts and the undisbursed amounts returned to COUNTY will be corrected within 30 days of receipt of the audit.

**SURPLUS FUNDS:** Should the AGENCY be in possession of any surplus of 2026 COUNTY subsidy funds contributed pursuant to the Agreement, at 11:59 p.m. EST on December 31, 2026, the COUNTY authorizes the AGENCY to retain such funds for expenditure during the calendar year 2027, provided that the AGENCY will be obligated to expend such surplus funds in accordance with stated goals, strategies, and provisions of the 2027 Subsidy Agreement.

**PAYMENT TIMING AND REPORTING REQUIREMENTS:** COUNTY shall release funds to AGENCY on the following dates:

April 15, 2026  
July 15, 2026  
October 15, 2026  
December 15, 2026

At least two weeks prior to each funding release date, AGENCY shall submit a report to COUNTY. Documents submitted with each report should include the following information:

- a) A summary of the activities and professional plan conducted, with the Strategic Priorities of the County incorporated.
- b) A financial statement including revenues and expenses by category showing how County dollars are being expended.
- c) If applicable, the number of volunteers, volunteer hours, and the type of activities for which volunteers were used.
- d) The number of residents served through each program and a detailed description of what services were provided.

**COORDINATED CARE SYSTEM PARTICIPATION:** AGENCY must participate in the Coordinated Care system, currently powered by Unite Us, a social and human services coordinated technology platform to link residents, providers, and the community that supports them. The County has implemented a cloud-based digital solution that processes referrals and receives data from the human services provider network. The system provides a portfolio for residents with enhanced communication with providers. It enhances service, partner accountability, and accessibility for residents by using a two-way data feed and electronic real-time referrals to allow residents to connect to services faster via vetted community-based partners/providers.

This Agreement shall not become legally binding until fully executed by the COUNTY and AGENCY.

IN WITNESS WHEREOF, this Subsidy Agreement has been approved by the governing bodies of the parties and dulyexecuted by the proper officials of each.

GWINNETT COUNTY, GEORGIA

By: \_\_\_\_\_

Nicole L. Hendrickson, Chairwoman  
Board of Commissioners

Attest:

---

County Clerk (SEAL)

Approved as to form by:

---

County/Staff Attorney

AGENCY

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest:

---

Title (SEAL)



# 2026 Agency Budget Request

## Department of Community Services



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**Due date: June 11, 2025**

Agency – Submit all pages in duplicate to:  
Gwinnett Department of Community Services  
Attn: Kayla Tolbert, Business Management  
446 West Crogan Street  
Lawrenceville, GA 30046

# I | ORGANIZATION INFORMATION

## AGENCY INFORMATION

Organization name GWINNETT COALITION, INC Phone # 770-625-7917  
City LAWRENCEVILLE State GA Zip 30046  
County of agency headquarters GWINNETT Federal ID # 58-1925667  
Contact person Renee Byrd-Lewis  
Title President and CEO Phone # 770-331-6776

### ORGANIZATIONAL STRUCTURE (Check one):

GOVERNMENTAL  NON-PROFIT CORPORATION

Other (Please explain)

### BOARD OF DIRECTORS: List names and titles of all officers

Name Marqus Cole Title Chair

Business Affiliation Organizing Director, Georgia Interfaith Power and Light

Name Victoria Huynh Title Vice Chair

Business affiliation Community Organizer and Founder, AAPI Hub

Name Beth Quinlan Title Treasurer

Business affiliation Manager, Accounting and Advisory Services Group, Smith & Howard

Name Dr. Nikki Mouton Title Secretary

Business affiliation Deputy Superintendent, Gwinnett County Public Schools

Name \_\_\_\_\_ Title \_\_\_\_\_

Business affiliation \_\_\_\_\_

TOTAL NUMBER OF BOARD MEMBERS 14

AVERAGE ANNUAL COMPENSATION \$ 0

## SCOPE OF SERVICES

Gwinnett Coalition partners with local organizations, agencies, leaders, and citizens to create a healthier and more equitable community by addressing health disparities and strengthening the nonprofit ecosystem. Our collective impact approach allows us to work with many organizations in a cross-sector fashion to build comprehensive solutions that increase favorable outcomes and improve the lives of Gwinnett residents. Through our three pillars, health equity, mental and behavioral health, and nonprofit capacity building, we work to tackle root causes and complex issues that impact all members of Gwinnett County while advancing the health and well-being of our community.

All three priorities align with and directly support the Gwinnett County Human Services 5-Year

## HISTORY OF ORGANIZATION

The Gwinnett Coalition, founded as the Gwinnett County Coalition of Human Resource Development, was incorporated as a 501c3 entity on November 15, 1990. For more than three decades, Gwinnett Coalition led and implemented multi-year plans addressing short- and long-term health and human services priorities throughout the county. In 2019, community leaders from all sectors identified a new strategic direction for Gwinnett Coalition. From 2020-2022, the Coalition transformed its programming to enable greater impact and long-term systems change in Gwinnett County. Current strategic priorities focus on health equity, mental and behavioral health, and nonprofit capacity building.

NUMBER OF YEARS INCORPORATED (OR FOUNDED) 35

NUMBER OF GWINNETT CITIZENS (UNDUPLICATED) SERVED IN 20 24  
Provide for each service provided.

Health Equity and Mental & Behavioral Health:

Participants in 155 health equity events and 67 health literacy workshops	#	15,293
Participants in 138 evidence-based trainings (trauma and ACEs prevention)	#	2,126

Nonprofit Capacity Building Program Development:

- Attendees @ October Reveal Reception launching the Gwinnett Nonprofit Coalition	#	174
- Nonprofits agreeing to participate in the Gwinnett Nonprofit Directory, a cross-sector tool which is accessible and free to the entire community; increased function including access to specific services, languages spoken, etc. will be released Q4 20	#	344

## MISSION STATEMENT

Mission: To advance equity and community well-being.

Vision: An equitable, resilient, and healthy Gwinnett.

## PERSONNEL INFORMATION

Number of employees:

	Full-time	Part-time	Volunteers
Administrative	1		
Technical	7		1
Other			14
Total #	8		15
Total # county employees	0	0	0

Provide titles of any county supported positions and the funding amount or percentage paid by Gwinnett County:

\_\_\_\_\_ \$/ % \_\_\_\_\_  
\_\_\_\_\_ \$/ % \_\_\_\_\_  
\_\_\_\_\_ \$/ % \_\_\_\_\_  
\_\_\_\_\_ \$/ % \_\_\_\_\_  
\_\_\_\_\_ \$/ % \_\_\_\_\_  
\_\_\_\_\_ \$/ % \_\_\_\_\_

## MANAGEMENT INFORMATION

	Full-time	Part-time
Executive Director		
President	1	
Chairman/Chairwomen		
Other	1	
Other	1	

## CURRENT FINANCIAL INFORMATION – Provide information regarding your Agency's current budget:

### REVENUES

Donations	\$ 4,000	Operating (services, fees)	\$ 85,450
Federal grants	\$ 56,250	Gwinnett County funding	\$ 235,088
Foundations	\$ 490,000	Other county funding	\$ _____
State grants	\$ _____	Interest	\$ 35,000
Other	\$ 68,800		

Details:

Other of \$68,600 is in kind support.

**TOTAL REVENUES \$ 974,588**

### IN KIND SUPPORT

Type space	Suite 312	Sq. ft. 2,000	Address 750 S. Perry Street
Type space	Suite 300	Sq. ft. 2,000	Address 50 S. Perry Street
Type space	_____	Sq. ft. _____	Address _____
Type space	_____	Sq. ft. _____	Address _____
Type space	_____	Sq. ft. _____	Address _____

### INDICATE THE AMOUNT PROVIDED BY GWINNETT COUNTY

Utilities	\$ 4,800 Included in "Oth"	Telephone	\$ N/A
Furnishings	\$ N/A	Maintenance	\$ All

### INSURANCE COVERAGE – Check all that apply

Vehicle     Property     Liability     Other

### VEHICLES

Type N/A Number of County-owned vehicles 0

Other support N/A

## II | BUDGET REQUEST TO GWINNETT COUNTY

If you do **NOT** currently receive funds from Gwinnett County, skip to page 7.

If you currently receive funding from Gwinnett County, complete the Gwinnett County **2025 funding column for amounts received from Gwinnett County**. Enter the amount requested for 2026 In the Amount Requested for 2026 column.

Account	Gwinnett County 2025 funding	Amount Requested for 2026
Building repair and maintenance	\$ _____	\$ _____
Capital (provide details on page 10)	\$ _____	\$ _____
Equipment	\$ _____	\$ 8,750
Fringes	\$ 37,488	\$ 60,488
Insurance	\$ _____	\$ _____
Board members compensation	\$ _____	\$ _____
Personnel	\$ 182,100	\$ 297,100
Professional services	\$ 4,500	\$ 24,500
Real estate rent	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Training	\$ 6,000	\$ 21,000
Travel, conference, mileage	\$ 5,000	\$ 5,000
Utilities	\$ _____	\$ _____
Vehicle cost	\$ _____	\$ _____
Other (list below)	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
<b>TOTAL EXPENDITURES</b>	<b>\$ 235,088</b>	<b>\$ 416,838</b>

## NEW OPERATIONAL REQUEST FORM

If you are currently receiving funds from Gwinnett County and are asking for increases on page 6, justify below:

Equipment 8,750  
Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification:

Technology and equipment will support program implementation including laptop(s), classroom mobile whiteboard, video conferencing, mobile power stations for attendee laptops as building infrastructure has limited power outlets, extension cords, etc.

Fringe 23,000  
Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification:

Fringe benefits (healthcare, dental, vision, 403b, etc.) to support capacity building program director.

Personnel 115,000  
Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

A program director will lead and oversee nonprofit capacity building, inclusive of Standards of Excellence trainings/workshops and events designed to increase the effectiveness and efficiency of organizations and their professional staff. Engagement opportunities will strengthen the sector will convene and catalyze the nonprofit community to facilitate innovation, problem solving and collaboration.

Professional Services 20,000  
Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Local experts and leaders will be contracted to conduct training sessions to deliver increased knowledge and skills to nonprofits. Sessions will align with Standards of Excellence: An Ethics and Accountability Code for the Nonprofit Sector which contains proven practices divided into the following categories:

- Mission Strategy and Evaluation  
Training 15,000  
Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Standards for Excellence Institute is a national program promoting the highest standards of ethics and accountability in nonprofit governance, management, and operations. Funding will support Gwinnett Coalition becoming a Replication Partner and licensed to use all Standards program materials, including the Standards of Excellence code, educational resources, training curricula, and accreditation program materials for the benefit of local NGOs. This supports

Provide the TOTAL amount you are requesting from Gwinnett County next year from page 5 and the total from each New Operational Request Form used on page 8.

181,750  
TOTAL 2026 REQUEST \$ \_\_\_\_\_

## 2026 NEW OPERATIONAL REQUEST

New Operational Requests are for new programs, new staff positions or expansion of existing services, etc., that require either new or a substantial increase in county funding.

All County dollars must be used to fund programs/activities that support [Gwinnett County's Strategic Priorities](#). Please complete the information below for each individual program/activity for which funding is requested. Use additional pages as necessary.

Agency Gwinnett Coalition, Inc. Priority # 3. Safe, Livable, and

Describe the request (i.e. Operating support for a new facility):

Building nonprofit capacity in Gwinnett supports a safe, livable, and healthy community by helping move the needle toward more efficient and effective service delivery. Goal 2 of the Human Services 5-year Strategic Plan is to create synergy among programs and partners. Specific objectives are (1) creating, strengthening, and leveraging partnerships; (2) building capacity of partners and the system; and (3) identify and implement continuous quality improvement. Expanded funding

Please justify why this request is needed

Current challenges in Gwinnett's nonprofit sector include a lack of knowledge of what NPOs exist, what services are provided, where are they located, etc. This leads to the proliferation of nonprofit organizations, increased competition for resources, duplication of services, and inefficiencies in service delivery. In 2023-24, Gwinnett Coalition invested in national benchmarking, surveys, key stakeholder interviews, and focus groups to determine the needs of local nonprofits. Some program elements, like a free, on-line nonprofit directory, are available. But a comprehensive program

### Line-Item Program and Activity Costs

Equipment

### Amount

\$ 8,750

Fringe

\$ 23,000

Personnel

\$ 115,000

Professional Services

\$ 20,000

Training

\$ 15,000

\$

TOTAL AMOUNT OF NEW OPERATIONAL REQUEST \$ 181,750

### III | FUNDING RELEASE REQUIREMENTS

In 2026, quarterly documents will need to be provided two weeks before the release of funding for the current year. Release dates are:

- April 15, 2026
- July 15, 2026
- October 15, 2026
- December 15, 2026

Documents needed on a quarterly basis, during the term of this agreement, should include the following information:

- a) A summary of the activities and professional plan conducted, with the Strategic Priorities of the County incorporated.
- b) A financial statement including revenues and expenses by category showing how County dollars are being expended.
- c) If applicable, include the number of volunteers, volunteer hours, and the type of activities for which volunteers were used.
- d) Include the number of residents served through each program and a detailed description of what services were provided.
- e) All applicants must participate in the Coordinated Care system, currently powered by Unite Us, a social and human services coordinated technology platform to link residents, providers, and the community that supports them. The County has implemented a cloud-based digital solution that processes referrals and receives data from the human services provider network. The system provides a portfolio for residents with enhanced communication with providers. It enhances service, partner accountability, and accessibility for residents by using a two-way data feed and electronic real-time referrals to allow residents to connect to services faster via vetted community-based partners/providers.
- f) Audit and compliance requirements: the agency shall comply with all requests for financial records or documents made by the County's selected audit firm and/or Gwinnett County employees. Upon request, the agency agrees to provide any information and records deemed necessary to monitor performance under this Agreement. All agencies must be available for onsite visits requested by, or on behalf of, the County.

Provide areas of opportunity to collaborate with the county, if not already collaborating, on your initiative with Gwinnett as part of our required partnership to correlate activities and targeted populations.

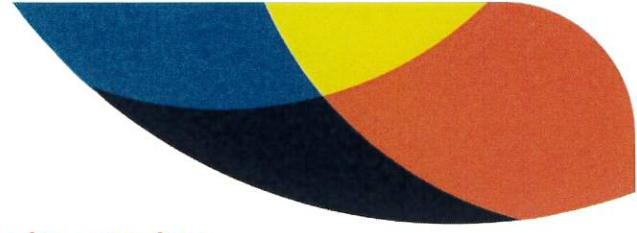
Is there an opportunity for county staff to provide representation when boards/staff conduct strategic retreats to provide feedback on areas of priority collaboration?

#### STRATEGIC QUESTIONS FOR PRIORITIES

1. What can your organization and other community-based partners do together in cross-sector collaboration that none of us can do alone? Are there any current strategies you are developing around social wellness that you can share in collaboration with other partners? Provide examples of previous cross-sector collaboration your organization has conducted over the last year.
2. How are you involving current and/or future initiatives and intentional synergy to a community issue already getting attention?
3. Who are potential partners and community relationships that you are considering collaborating with to create inclusive and equitable solutions to grow your organizational reach and mission?
4. What are the strengths and skills that your organization provides in daily operations, or direct services that contribute most effectively to create universal solutions in Gwinnett?

## DETAILS:

1. By design, Gwinnett Coalition's ("the Coalition") 3 Pillars are strategic, long-term initiatives that require multiple organizations to engage and advance solutions. A "backbone" organization, the Coalition leads the initiative visioning process, identification and recruitment of partners, and facilitates engagement of individuals who can accelerate goals and objectives. Resilient Gwinnett (RG), the Coalition's signature mental and behavioral health initiative just completed its 4th year. Steering committee partners include GCPS, GNR Public Health, View Point Health, Mosaic Georgia, GUIDE, Ser Familia, DFCS, Gwinnett County Child Advocacy and Juvenile Services, and more. RG goals include preventing adverse childhood experiences (ACEs), promoting positive childhood experiences (PCEs), and practicing trauma-informed care. For four years, the Coalition advanced the health and well-being of residents by increasing access to healthcare resources and conducting health literacy workshops for under- and uninsured populations. These efforts contribute to increased health and well-being of Gwinnett residents.
2. Engaging partners in Coalition initiatives are essential for Collective Impact, and the Coalition's three pillars directly support the Human Services 5-Year Strategic Plan objectives established as community priorities. The Coalition supports Gwinnett County initiatives that are essential to a vibrant community, like promoting nonprofit adoption and use of Unite Us designed to improved coordination of care.
3. In addition to utilizing Live Healthy Gwinnett, GNR Public Health, and United Way Child Well-being Index data, Gwinnett Coalition has forged a strategic relationship with Neighborhood Nexus to identify and provide disaggregated data to inform strategies for greater impact. Based on data, the Coalition will engage more deeply in the most at-risk communities and utilize a targeted approach of applying Resilient Gwinnett strategies and resources in four communities - Lawrenceville, Lilburn, Norcross (Waffle House HQ) and Buford/Sugar Hill. Together with key partners (schools, local nonprofits, agencies, and residents with lived experience), the Coalition will leverage RG strategies and improve health equity by addressing the social determinants of health in Gwinnett's most under-resourced communities. Increasing resilience in these communities is essential because people living in poverty are more likely to experience ACEs, trauma, and stressors which are threats to long-term health and well-being.
4. The Coalition's strength is it's ability to take a long-term, strategic view of complex issues in Gwinnett County. Most nonprofits focus on direct service provision to address residents' immediate needs, like food insecurity, housing, utilities assistance, etc. Alternatively, the Coalition is focused on policy, systems and environmental change so that change and improved outcomes are sustained over time. A new capacity building program supports direct service providers by providing skills and knowledge to increase organization effectiveness and efficiency and also strengthens the nonprofit ecosystem itself which data indicates also builds capacity. CVS Health and The Primerica Foundation provided majority of the seed funding for program development. Additional Gwinnett County funding is requested to support "start up" costs and program implementation. Gwinnett County's increased investment will be leveraged to attract additional



**The GWINNETT STANDARD**  
is an expectation of excellence in service,  
stewardship, and integrity in everything we do.

## VISION, MISSION & VALUES

**Vision** Gwinnett is the preferred community where everyone thrives!

**Mission** Gwinnett proudly supports our vibrantly connected community by delivering superior services.

**Values**

**Integrity:** We believe in being honest, building trust, and having strong moral principles.

**Accountability:** We believe in stewardship, transparency, and sustainability.

**Equity:** We believe in fairness and respect for all.

**Inclusivity:** We believe in engaging, embracing, and unifying our communities.

**Innovation:** We believe in continual adaptation of technology, process, and experience.

## STRATEGIC PRIORITIES

Excellence in serving our residents and businesses.



**Organizational Excellence and Accountability**

Attract and retain a high-quality workforce; focus on employee development and career growth. Enhance intentional communication with language equity and customer service.



**Public Infrastructure**

Invest in infrastructure enhancement and growth; asset management and assessment. Enhance mobility with transportation alternatives, transit systems, and trails.



**Safe, Livable, and Healthy Community**

Cultivate a focus on social welfare, physical and mental health, and public safety.



**Sustainability and Stewardship**

Prudent fiscal management for fiscal health and financial stability; improved efficiency and technology; and service delivery cost analysis.



**Economic Opportunities**

Support business startups; attract quality business; make smart choices regarding development and incentives; and collaborate with industries and schools.



## IV | AGENCY CERTIFICATION

The information in this form, as compiled or reviewed, represents the requests of our organization for the forthcoming year.

AUTHORIZED OFFICIAL SIGNATURE

Renee Byrd-Lewis

Digitally signed by Renee Byrd-Lewis  
Date: 2025.06.11 12:44:42 -04'00'

Name: Renee Byrd-Lewis

Phone: 770-625-7917

Date: 06/11/2025

AGENCY'S BOARD PRESIDENT / CHAIR SIGNATURE:

Name: Marqus Cole

Phone: (404) 759-0645

Marqus Cole

Digitally signed by Marqus Cole  
Date: 2025.06.11 13:01:10 -04'00'

Date: 06/11/2025

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260060				
Department:	Community Services	Date Submitted:	12/23/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	vlharrod	Multiple Depts?	No	
Agenda Type	Approval/authorization			
Item of Business:	Locked by Purchasing		No	
for the Chairwoman to execute a contract with Mosaic Georgia, Inc. in the amount of \$875,000.00 for the period of January 1, 2026 through December 31, 2026.				
Attachments	Subsidy Agreement, Justification Memo			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Approval			
BAC Action:				
Department Head	Igorstad (12/23/2025)			
Attorney	abcauthen (1/12/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Police Services	*	\$875,000	brainey (1/9/2026)
Finance Comments	*Amount available in Payment to Subsidies.			FinDir's Initials raroyal (1/9/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	No Action Taken
Tabled		
Motion		
2nd by		
		Vote



TO: Chairwoman  
District Commissioners

FROM: Lindsey Jorstad, Department Director   
Community Services

RE: 2026 Agreement for County Subsidy Dollars – Mosaic Georgia

DATE: January 7, 2026

The following budget allocation was approved by the Board of Commissioners for the 2026 budget. We therefore request Board authorization for the Chairwoman to sign, where required, contracts for the following agency.

Mosaic Georgia	\$875,000.00
----------------	--------------

Mosaic Georgia is a critical community resource providing treatment, care, and support for individuals who have experienced physical and sexual assault.

Using a holistic, victim-centered approach, the organization addresses survivors' immediate needs while advocating for long-term healing and prevention.

Key services include a 24/7 crisis line, coordination with the Sexual Assault Response Team, forensic medical exams, family and victim advocacy, resilience after-care, mental health support, civil legal assistance, community education, and violence prevention initiatives.



GWINNETT COUNTY  
COMMUNITY SERVICES  
**MOSAIC GEORGIA, INC.**  
**SUBSIDY AGREEMENT**

---

For and in consideration of the mutual promises contained herein, the sufficiency of which is acknowledged, GWINNETT COUNTY BOARD OF COMMISSIONERS, a political subdivision of the State of Georgia (hereinafter referred to as "COUNTY"), and MOSAIC GEORGIA INC, located at P.O. BOX 1329 DULUTH, GA 30096-4218, hereinafter referred to as "AGENCY", agree as follows:

**PURPOSE:** The purpose of the execution of this Agreement is solely for the purpose of providing funding from the COUNTY to the AGENCY during the calendar year 2026.

**RELATIONSHIP:** The AGENCY hereby represents that it is an independent contractor with regard to Gwinnett County, and this Agreement does not create the relationship of employer/employee or principal/agent between the COUNTY and the AGENCY.

**SERVICES:** The COUNTY recognizes the need to provide local assistance for health and human services that improve the quality of life for the community. Therefore, the COUNTY shall provide \$875,000 cash as a means of supporting provisions of the enumerated services and programs outlined in the AGENCY'S Subsidy Budget Application (Attachment "A").

**TERM:** The term of this Agreement is one year to begin January 1, 2026, through December 31, 2026. Funding shall be approved in conjunction with the COUNTY's annual budget process. COUNTY shall issue payments in four equal quarterly payments as provided herein.

**ANNUAL CONTRACT:** This Agreement shall be for an annual period (calendar year) only. It is expressly acknowledged that the purpose of this provision is to avoid any adverse implications of the Official Code of Georgia Section 36-30-3 concerning the binding of future commissioners.

**AUDIT AND COMPLIANCE REQUIREMENTS:** AGENCY shall comply with all requests for financial records or documents made by COUNTY's selected audit firm and/or Gwinnett County employees. Upon request, AGENCY agrees to provide any information and records deemed necessary to monitor performance under this Agreement. All Agencies must be available for onsite visits requested by, or on behalf of, COUNTY.

**AMENDMENTS:** No modification of this Agreement shall be made unless acknowledged in a written amendment signed by both parties.

**SERVICE WITHIN COUNTY:** AGENCY agrees that COUNTY contributed funds will be used only within the boundaries of Gwinnett County, except for budgeted administrative costs that are specifically included in the AGENCY's Subsidy Budget Application (Attachment "A").

**OPEN MEETINGS REQUIRED:** AGENCY agrees to adhere to the Georgia open meeting requirements if more than 33.3% of total support is from tax funds as reflected in the AGENCY's Subsidy Budget Application (Attachment "A").

**RECORDS:** AGENCY's financial records and service provision records must be available for COUNTY review. AGENCY must adhere to Georgia state laws and policies and county ordinances and policies with regard to expenditure reporting and auditing. A certified audit must be on file with the COUNTY for the most recent fiscal year prior to this Agreement. A certified audit for the fiscal year(s) covered by this agreement must be submitted as soon as it is available.

**MEDICAL INFORMATION:** AGENCY agrees to comply with the Health Insurance Portability and Accountability Act of 1996 as amended (HIPAA) as it relates to the protection of health information on both employees and clients of the AGENCY.

**INDEMNIFICATION:** The AGENCY agrees to indemnify and hold harmless the COUNTY and its respective agents, officers, employees and directors from and against any and all liability, loss, damages, interest, judgments and liens growing out of any and all costs and expenses (including but not limited to reasonable attorney's fees and disbursement) arising out of or incurred in connection with any and all claims, demands, suits, action or proceedings which may be brought against the COUNTY by reason of or as a result of the negligent or willful act or omission of the AGENCY, its agents, officers, employees and directors to the extent permitted by the Laws of the State of Georgia.

**NOTIFICATION OF CHANGES:** AGENCY agrees to report to the COUNTY any changes from the submitted Subsidy Budget Application (Attachment "A") in the AGENCY's program goals, services, management, or budget. Any such changes which fall within the scope and total budget of the AGENCY's Subsidy Budget Application (Attachment "A") must be approved by the Director of the COUNTY's Department of Community Services. Any such changes which would exceed the scope and total budget of the AGENCY's Subsidy Budget Application (Attachment "A") must be approved as an Amendment to this Agreement.

**METHOD OF NOTIFICATION:** All notices and communications provided for hereunder shall be sent by registered or certified mail, postage prepaid, and addressed as follows:

**USE OF FUNDS:** AGENCY agrees that funds will be used solely for the purposes outlined herein. AGENCY further agrees that it will comply with all applicable State of Georgia and federal laws, city and county ordinances, and requirements and regulations of all relevant agencies. Furthermore, in the event that this agreement is found to be contrary to law, this agreement will terminate immediately. AGENCY shall not perform any act, fail to perform any act, or refuse to comply with any COUNTY requests which would cause COUNTY to be in violation of any applicable State of Georgia or federal laws, city or county ordinances, or requirements or regulations of any relevant agencies.

**TERMINATION FOR CAUSE:** This Agreement may be terminated for cause by the COUNTY immediately upon written notice of such termination received by the AGENCY. For purposes of this Agreement, cause for termination will include AGENCY utilization of COUNTY contributed funds for purposes other than those outlined herein, insolvency or bankruptcy of the AGENCY, failure of the AGENCY to deliver the documents as outlined in the Records section herein, or failure of the AGENCY to meet the other requirements in this Agreement within a reasonable period of time, not to exceed six weeks. Within sixty days of termination for cause, the AGENCY is required to repay the COUNTY all COUNTY contributed funds that were utilized for purposes other than those outlined herein and any and all undisbursed COUNTY funds. The AGENCY shall not make any further

disbursements of COUNTY contributed funds after receipt of notice of termination. An audit of the COUNTY contributed funds will be submitted within one year following termination indicating how and when COUNTY funds were utilized. Any differences in the audit amounts and the undisbursed amounts returned to COUNTY will be corrected within 30 days of receipt of the audit.

**TERMINATION WITHOUT CAUSE:** This Agreement may be terminated by either party, sixty days after receipt of written notification by the other party. The AGENCY shall not make any further disbursements of COUNTY contributed funds after receipt of notice of termination. All undisbursed COUNTY contributed funds will be returned to the COUNTY at the end of the sixty-day notice. An audit of the COUNTY contributed funds will be submitted within one year following termination indicating how and when COUNTY funds were utilized. Any differences in the audit amounts and the undisbursed amounts returned to COUNTY will be corrected within 30 days of receipt of the audit.

**SURPLUS FUNDS:** Should the AGENCY be in possession of any surplus of 2026 COUNTY subsidy funds contributed pursuant to the Agreement, at 11:59 p.m. EST on December 31, 2026, the COUNTY authorizes the AGENCY to retain such funds for expenditure during the calendar year 2027, provided that the AGENCY will be obligated to expend such surplus funds in accordance with stated goals, strategies, and provisions of the 2027 Subsidy Agreement.

**PAYMENT TIMING AND REPORTING REQUIREMENTS:** COUNTY shall release funds to AGENCY on the following dates:

April 15, 2026

July 15, 2026

October 15, 2026

December 15, 2026

At least two weeks prior to each funding release date, AGENCY shall submit a report to COUNTY. Documents submitted with each report should include the following information:

- a) A summary of the activities and professional plan conducted, with the Strategic Priorities of the County incorporated.
- b) A financial statement including revenues and expenses by category showing how County dollars are being expended.
- c) If applicable, the number of volunteers, volunteer hours, and the type of activities for which volunteers were used.
- d) The number of residents served through each program and a detailed description of what services were provided.

**COORDINATED CARE SYSTEM PARTICIPATION:** AGENCY must participate in the Coordinated Care system, currently powered by Unite Us, a social and human services coordinated technology platform to link residents, providers, and the community that supports them. The County has implemented a cloud-based digital solution that processes referrals and receives data from the human services provider network. The system provides a portfolio for residents with enhanced communication with providers. It enhances service, partner accountability, and accessibility for residents by using a two-way data feed and electronic real-time referrals to allow residents to connect to services faster via vetted community-based partners/providers.

This Agreement shall not become legally binding until fully executed by the COUNTY and AGENCY.

IN WITNESS WHEREOF, this Subsidy Agreement has been approved by the governing bodies of the parties and dulyexecuted by the proper officials of each.

GWINNETT COUNTY, GEORGIA

AGENCY

By: \_\_\_\_\_

By: \_\_\_\_\_

Nicole L. Hendrickson, Chairwoman  
Board of Commissioners

Title: \_\_\_\_\_

Attest:

Attest:

---

County Clerk (SEAL)

---

Title (SEAL)

Approved as to form by:

---

County/Staff Attorney



# 2026 Agency Budget Request

## Department of Community Services



# TABLE OF CONTENTS

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**Due date: June 11, 2025**

**Agency – Submit all pages in duplicate to:**  
Gwinnett Department of Community Services  
Attn: Kayla Tolbert, Business Management  
446 West Crogan Street  
Lawrenceville, GA 30046

# I | ORGANIZATION INFORMATION

## AGENCY INFORMATION

Organization name Mosaic Georgia, Inc. Phone # 770-497-9122  
City Lawrenceville State GA Zip 30046  
County of agency headquarters Gwinnett Federal ID # 58-1762829  
Contact person Marina S. Peed  
Title CEO/Executive Director Phone # 770-497-9122

### ORGANIZATIONAL STRUCTURE (Check one):

GOVERNMENTAL  NON-PROFIT CORPORATION

Other (Please explain)

### BOARD OF DIRECTORS: List names and titles of all officers

Name Audrey Arona, MD, FACOG, MPH Title Chairwoman

Business Affiliation Philadelphia College of Medicine

Name Michael Davis, PhD Title Vice Chair

Business affiliation GUIDE, Inc.

Name Regis Cross Title Treasurer

Business affiliation State Farm

Name Juan Mejia Title Secretary

Business affiliation JCM Ventures, Inc.

Name \_\_\_\_\_ Title \_\_\_\_\_

Business affiliation \_\_\_\_\_

**TOTAL NUMBER OF BOARD MEMBERS** 10

**AVERAGE ANNUAL COMPENSATION \$** 0

## SCOPE OF SERVICES

## HISTORY OF ORGANIZATION

NUMBER OF YEARS INCORPORATED (OR FOUNDED) 39 (1986)

NUMBER OF GWINNETT CITIZENS (UNDUPLICATED) SERVED IN 20 24.

Provide for each service provided.

Crisis Line for individuals (633 calls with 497 residents)	#	497
Victim & Family Advocacy: 36,859 services to 2,084 Gwinnett residents	#	2,084
Forensic Interviews:	#	438
Medical Forensic Exams & Care:	#	256
Child Sexual Exploitation & Sex Trafficking Support Services: 1365 services to 26 young residents	#	26
Gwinnett MDT Monthly case review facilitation: 422 cases & 490 residents	#	490
Mental health & wellness: Counseling, support groups, healing arts: 1,012 sessions w/ 270 unique residents	#	270
Prevention Education & Community Outreach: 121 events and 11,700 residents	#	11,700

## MISSION STATEMENT

## PERSONNEL INFORMATION

Number of employees:

Full-time      Part-time      Volunteers

Administrative	_____	_____	_____
Technical	_____	_____	_____
Other	_____	_____	_____
Total #	_____	_____	_____
Total # county employees	_____	_____	_____

Provide titles of any county supported positions and the funding amount or percentage paid by Gwinnett County:

_____	\$/%	_____
_____	\$/%	_____
_____	\$/%	_____
_____	\$/%	_____
_____	\$/%	_____

## MANAGEMENT INFORMATION

Full-time      Part-time

Executive Director	_____	_____
President	_____	_____
Chairman/Chairwomen	_____	_____
Other	_____	_____
Other	_____	_____

## CURRENT FINANCIAL INFORMATION – Provide information regarding your Agency's current budget:

### REVENUES

Donations	\$ 280,000	Operating (services, fees)	\$ 530,000
Federal grants	\$ 1,596,000	Gwinnett County funding	\$ 815,000
Foundations	\$ 300,000	Other county funding	\$ _____
State grants	\$ 335,700	Interest	\$ 0
Other	\$ _____		

Details:

**TOTAL REVENUES \$ 3,856,700**

### IN KIND SUPPORT

Type space	Medical/Office -Northside Hospital	Sq. ft. 16000	Address 761 Old Norcross Rd, Lawrenceville
Type space		Sq. ft. _____	Address provided by Northside Hospital
Type space		Sq. ft. _____	Address _____
Type space		Sq. ft. _____	Address _____
Type space		Sq. ft. _____	Address _____

### INDICATE THE AMOUNT PROVIDED BY GWINNETT COUNTY

Utilities	\$ 0	Telephone	\$ 0
Furnishings	\$ 0	Maintenance	\$ 0

### INSURANCE COVERAGE – Check all that apply

Vehicle    Property    Liability    Other

### VEHICLES

Type \_\_\_\_\_ Number of County-owned vehicles 0

Other support \_\_\_\_\_

# II | BUDGET REQUEST TO GWINNETT COUNTY

If you do **NOT** currently receive funds from Gwinnett County, skip to page 7.

If you currently receive funding from Gwinnett County, complete the Gwinnett County **2025 funding column for amounts received from Gwinnett County**. Enter the amount requested for 2026 in the Amount Requested for 2026 column.

Account	Gwinnett County 2025 funding	Amount Requested for 2026
Building repair and maintenance	\$ 0	\$ 15000
Capital (provide details on page 10)	\$ 0	\$ 0
Equipment	\$ 0	\$ 0
Fringes	\$ 98000	\$ 108600
Insurance	\$ 14700	\$ 25000
Board members compensation	\$ 0	\$ 0
Personnel	\$ 474000	\$ 543000
Professional services	\$ 75000	\$ 75000
Real estate rent	\$ 60000	\$ 0
Supplies	\$ 7500	\$ 10000
Training	\$ 20000	\$ 20000
Travel, conference, mileage	\$ 5000	\$ 10000
Utilities	\$ 7000	\$ 12000
Vehicle cost	\$ 0	\$ 0
Other (list below)		
Communications/IT	\$ 38800	\$ 40000
Software cloud subscriptions	\$ 15000	\$ 16400
	\$ _____	\$ _____
	\$ _____	\$ _____
<b>TOTAL EXPENDITURES</b>	<b>\$ 815,000</b>	<b>\$ 875,000</b>

## NEW OPERATIONAL REQUEST FORM

If you are currently receiving funds from Gwinnett County and are asking for increases on page 6, justify below:

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification:

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification:

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Provide the TOTAL amount you are requesting from Gwinnett County next year from page 5 and the total from each New Operational Request Form used on page 8.

**TOTAL 2026 REQUEST \$ \_\_\_\_\_**

## NEW OPERATIONAL REQUEST FORM

If you are currently receiving funds from Gwinnett County and are asking for increases on page 6, justify below:

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification:

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification:

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Provide the TOTAL amount you are requesting from Gwinnett County next year from page 5 and the total from each New Operational Request Form used on page 8.

**TOTAL 2026 REQUEST \$ \_\_\_\_\_**

## 2026 NEW OPERATIONAL REQUEST

New Operational Requests are for new programs, new staff positions or expansion of existing services, etc., that require either new or a substantial increase in county funding.

All County dollars must be used to fund programs/activities that support [Gwinnett County's Strategic Priorities](#).

Please complete the information below for each individual program/activity for which funding is requested.

Use additional pages as necessary.

Agency \_\_\_\_\_ Priority # \_\_\_\_\_

Describe the request (i.e. Operating support for a new facility):

Please justify why this request is needed

### Line-Item Program and Activity Costs

### Amount

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

TOTAL AMOUNT OF NEW OPERATIONAL REQUEST \$ \_\_\_\_\_

# III | FUNDING RELEASE REQUIREMENTS

In 2026, quarterly documents will need to be provided two weeks before the release of funding for the current year. Release dates are:

- April 15, 2026
- July 15, 2026
- October 15, 2026
- December 15, 2026

Documents needed on a quarterly basis, during the term of this agreement, should include the following information:

- a) A summary of the activities and professional plan conducted, with the Strategic Priorities of the County incorporated.
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- d) Include the number of residents served through each program and a detailed description of what services were provided.
- e) All applicants must participate in the Coordinated Care system, currently powered by Unite Us, a social and human services coordinated technology platform to link residents, providers, and the community that supports them. The County has implemented a cloud-based digital solution that processes referrals and receives data from the human services provider network. The system provides a portfolio for residents with enhanced communication with providers. It enhances service, partner accountability, and accessibility for residents by using a two-way data feed and electronic real-time referrals to allow residents to connect to services faster via vetted community-based partners/providers.
- f) Audit and compliance requirements: the agency shall comply with all requests for financial records or documents made by the County's selected audit firm and/or Gwinnett County employees. Upon request, the agency agrees to provide any information and records deemed necessary to monitor performance under this Agreement. All agencies must be available for onsite visits requested by, or on behalf of, the County.

Provide areas of opportunity to collaborate with the county, if not already collaborating, on your initiative with Gwinnett as part of our required partnership to correlate activities and targeted populations.

Is there an opportunity for county staff to provide representation when boards/staff conduct strategic retreats to provide feedback on areas of priority collaboration? **YES**

## STRATEGIC QUESTIONS FOR PRIORITIES

1. What can your organization and other community-based partners do together in cross-sector collaboration that none of us can do alone? Are there any current strategies you are developing around social wellness that you can share in collaboration with other partners? Provide examples of previous cross-sector collaboration your organization has conducted over the last year.
2. How are you involving current and/or future initiatives and intentional synergy to a community issue already getting attention?
3. Who are potential partners and community relationships that you are considering collaborating with to create inclusive and equitable solutions to grow your organizational reach and mission?
4. What are the strengths and skills that your organization provides in daily operations, or direct services that contribute most effectively to create universal solutions in Gwinnett?

DETAILS:



**The GWINNETT STANDARD**  
is an expectation of excellence in service,  
stewardship, and integrity in everything we do.

## VISION, MISSION & VALUES

**Vision** Gwinnett is the preferred community where everyone thrives!

**Mission** Gwinnett proudly supports our vibrantly connected community by delivering superior services.

### **Values**

**Integrity:** We believe in being honest, building trust, and having strong moral principles.

**Accountability:** We believe in stewardship, transparency, and sustainability.

**Equity:** We believe in fairness and respect for all.

**Inclusivity:** We believe in engaging, embracing, and unifying our communities.

**Innovation:** We believe in continual adaptation of technology, process, and experience.

## STRATEGIC PRIORITIES

**Excellence in serving our residents and businesses.**



### **Organizational Excellence and Accountability**

Attract and retain a high-quality workforce; focus on employee development and career growth. Enhance intentional communication with language equity and customer service.



### **Public Infrastructure**

Invest in infrastructure enhancement and growth; asset management and assessment. Enhance mobility with transportation alternatives, transit systems, and trails.



### **Safe, Livable, and Healthy Community**

Cultivate a focus on social welfare, physical and mental health, and public safety.



### **Sustainability and Stewardship**

Prudent fiscal management for fiscal health and financial stability; improved efficiency and technology; and service delivery cost analysis.



### **Economic Opportunities**

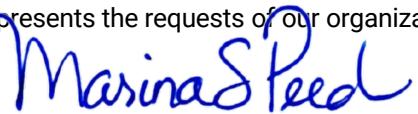
Support business startups; attract quality business; make smart choices regarding development and incentives; and collaborate with industries and schools.



## IV | AGENCY CERTIFICATION

The information in this form, as compiled or reviewed, represents the requests of our organization for the forthcoming year.

AUTHORIZED OFFICIAL SIGNATURE



Name: \_\_\_\_\_

AGENCY'S BOARD PRESIDENT / CHAIR SIGNATURE:



Audrey Arona, MD (Jun 9, 2025 09:51 EDT)

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Date: Jun 9, 2025

# 2026 Subsidy Agency App - Mosaic Georgia

Final Audit Report

2025-06-09

Created:	2025-06-08
By:	Marina Peed (marinap@mosaicga.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA6sNWY-49_odLd_MpZK7qwmLVhU8JVLVD

## "2026 Subsidy Agency App - Mosaic Georgia" History

 Document created by Marina Peed (marinap@mosaicga.org)

2025-06-08 - 11:19:51 PM GMT

 Document emailed to drarona@aol.com for signature

2025-06-08 - 11:22:15 PM GMT

 Email viewed by drarona@aol.com

2025-06-09 - 1:50:30 PM GMT

 Signer drarona@aol.com entered name at signing as Audrey Arona, MD

2025-06-09 - 1:51:01 PM GMT

 Document e-signed by Audrey Arona, MD (drarona@aol.com)

Signature Date: 2025-06-09 - 1:51:03 PM GMT - Time Source: server

 Agreement completed.

2025-06-09 - 1:51:03 PM GMT



Adobe Acrobat Sign

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260061				
Department:	Community Services	Date Submitted:	12/23/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	vlharrod	Multiple Depts?	No	
Agenda Type	Approval/authorization			
Item of Business:		Locked by Purchasing	No	
for the Chairwoman to execute a contract with Gwinnett County Board of Health d/b/a Gwinnett County Health Department, in the amount of \$3,345,000.00 for the period January 1, 2026 through December 31, 2026.				
Attachments	Subsidy Agreement, Justification Memo			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Approval			
BAC Action:				
Department Head	Igorstad (12/23/2025)			
Attorney	abcauthen (1/12/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	General	*	\$3,345,000	brainey (1/9/2026)
Finance Comments	*Amount available in Payment to Subsidies.			FinDir's Initials raroyal (1/9/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		
Motion		
2nd by		
Vote		



---

TO: Chairwoman  
District Commissioners

FROM: Lindsey Jorstad, Department Director   
Community Services

RE: 2026 Agreement for County Subsidy Dollars – Gwinnett County Board of Health

DATE: January 7, 2026

The following budget allocation was approved by the Board of Commissioners for the 2026 budget. We therefore request Board authorization for the Chairwoman to sign, where required, contracts for the following agency.

Gwinnett County Board of Health	\$3,345,000.00
---------------------------------	----------------

The Gwinnett County Board of Health safeguards community well-being through environmental safety, clinical care, and disease prevention.

Key services include inspecting and permitting restaurants, hotels, and body art businesses, managing septic systems, and addressing code violations. They provide immunizations, dental care, maternal health services, family planning, cancer screenings, and operate one of Georgia's largest WIC programs.

The Board also prevents and manages infectious and chronic diseases, educates the public, and collaborates with partners to tackle health challenges.



GWINNETT COUNTY  
COMMUNITY SERVICES  
**GWINNETT COUNTY BOARD OF HEALTH  
SUBSIDY AGREEMENT**

---

For and in consideration of the mutual promises contained herein, the sufficiency of which is acknowledged, GWINNETT COUNTY BOARD OF COMMISSIONERS, a political subdivision of the State of Georgia (hereinafter referred to as "COUNTY"), and GWINNETT COUNTY BOARD OF HEALTH, D/B/A GWINNETT COUNTY HEALTH DEPARTMENT, located at P.O. Box 897, GA 30046, hereinafter referred to as "AGENCY", agree as follows:

**PURPOSE:** The purpose of the execution of this Agreement is solely for the purpose of providing funding from the COUNTY to the AGENCY during the calendar year 2026.

**RELATIONSHIP:** The AGENCY hereby represents that it is an independent contractor with regard to Gwinnett County, and this Agreement does not create the relationship of employer/employee or principal/agent between the COUNTY and the AGENCY.

**SERVICES:** The COUNTY recognizes the need to provide local assistance for health and human services that improve the quality of life for the community. Therefore, the COUNTY shall provide \$3,345,000 cash as a means of supporting provisions of the enumerated services and programs outlined in the AGENCY'S Subsidy Budget Application (Attachment "A").

**TERM:** The term of this Agreement is one year to begin January 1, 2026, through December 31, 2026. Funding shall be approved in conjunction with the COUNTY's annual budget process. COUNTY shall issue payments in four equal quarterly payments as provided herein.

**ANNUAL CONTRACT:** This Agreement shall be for an annual period (calendar year) only. It is expressly acknowledged that the purpose of this provision is to avoid any adverse implications of the Official Code of Georgia Section 36-30-3 concerning the binding of future commissioners.

**AUDIT AND COMPLIANCE REQUIREMENTS:** AGENCY shall comply with all requests for financial records or documents made by COUNTY's selected audit firm and/or Gwinnett County employees. Upon request, AGENCY agrees to provide any information and records deemed necessary to monitor performance under this Agreement. All Agencies must be available for onsite visits requested by, or on behalf of, COUNTY.

**AMENDMENTS:** No modification of this Agreement shall be made unless acknowledged in a written amendment signed by both parties.

**SERVICE WITHIN COUNTY:** AGENCY agrees that COUNTY contributed funds will be used only within the boundaries of Gwinnett County, except for budgeted administrative costs that are specifically included in the AGENCY's Subsidy Budget Application (Attachment "A").

**OPEN MEETINGS REQUIRED:** AGENCY agrees to adhere to the Georgia open meeting requirements if more than 33.3% of total support is from tax funds as reflected in the AGENCY's Subsidy Budget Application (Attachment "A").

**RECORDS:** AGENCY's financial records and service provision records must be available for COUNTY review.

AGENCY must adhere to Georgia state laws and policies and county ordinances and policies with regard to expenditure reporting and auditing. A certified audit must be on file with the COUNTY for the most recent fiscal year prior to this Agreement. A certified audit for the fiscal year(s) covered by this agreement must be submitted as soon as it is available.

**MEDICAL INFORMATION:** AGENCY agrees to comply with the Health Insurance Portability and Accountability Act of 1996 as amended (HIPAA) as it relates to the protection of health information on both employees and clients of the AGENCY.

**INDEMNIFICATION:** The AGENCY agrees to indemnify and hold harmless the COUNTY and its respective agents, officers, employees and directors from and against any and all liability, loss, damages, interest, judgments and liens growing out of any and all costs and expenses (including but not limited to reasonable attorney's fees and disbursement) arising out of or incurred in connection with any and all claims, demands, suits, action or proceedings which may be brought against the COUNTY by reason of or as a result of the negligent or willful act or omission of the AGENCY, its agents, officers, employees and directors to the extent permitted by the Laws of the State of Georgia.

**NOTIFICATION OF CHANGES:** AGENCY agrees to report to the COUNTY any changes from the submitted Subsidy Budget Application (Attachment "A") in the AGENCY's program goals, services, management, or budget. Any such changes which fall within the scope and total budget of the AGENCY's Subsidy Budget Application (Attachment "A") must be approved by the Director of the COUNTY's Department of Community Services. Any such changes which would exceed the scope and total budget of the AGENCY's Subsidy Budget Application (Attachment "A") must be approved as an Amendment to this Agreement.

**METHOD OF NOTIFICATION:** All notices and communications provided for hereunder shall be sent by registered or certified mail, postage prepaid, and addressed as follows:

**USE OF FUNDS:** AGENCY agrees that funds will be used solely for the purposes outlined herein.

AGENCY further agrees that it will comply with all applicable State of Georgia and federal laws, city and county ordinances, and requirements and regulations of all relevant agencies. Furthermore, in the event that this agreement is found to be contrary to law, this agreement will terminate immediately. AGENCY shall not perform any act, fail to perform any act, or refuse to comply with any COUNTY requests which would cause COUNTY to be in violation of any applicable State of Georgia or federal laws, city or county ordinances, or requirements or regulations of any relevant agencies.

**TERMINATION FOR CAUSE:** This Agreement may be terminated for cause by the COUNTY immediately upon written notice of such termination received by the AGENCY. For purposes of this Agreement, cause for termination will include AGENCY utilization of COUNTY contributed funds for purposes other than those outlined herein, insolvency or bankruptcy of the AGENCY, failure of the AGENCY to deliver the documents as outlined in the Records section herein, or failure of the AGENCY to meet the other requirements in this Agreement within a reasonable period, not to exceed six weeks. Within sixty days of termination for cause, the AGENCY is required to repay the COUNTY all COUNTY contributed funds that were utilized for purposes other than those outlined herein and any and all undisbursed COUNTY funds. The AGENCY shall not make any further disbursements of COUNTY contributed funds after receipt of notice of termination. An audit of the COUNTY contributed funds will be submitted within one year following termination indicating how and when COUNTY funds were utilized. Any differences in the audit amounts and the undisbursed amounts returned to COUNTY will be corrected within 30 days of receipt of the audit.

**TERMINATION WITHOUT CAUSE:** This Agreement may be terminated by either party, sixty days after receipt of written notification by the other party. The AGENCY shall not make any further disbursements of COUNTY contributed funds after receipt of notice of termination. All undisbursed COUNTY contributed funds will be returned to the COUNTY at the end of the sixty-day notice. An audit of the COUNTY contributed funds will be submitted within one year following termination indicating how and when COUNTY funds were utilized. Any differences in the audit amounts and the undisbursed amounts returned to COUNTY will be corrected within 30 days of receipt of the audit.

**SURPLUS FUNDS:** Should the AGENCY be in possession of any surplus of 2026 COUNTY subsidy funds contributed pursuant to the Agreement, at 11:59 p.m. EST on December 31, 2026, the COUNTY authorizes the AGENCY to retain such funds for expenditure during the calendar year 2027, provided that the AGENCY will be obligated to expend such surplus funds in accordance with stated goals, strategies, and provisions of the 2027 Subsidy Agreement.

**PAYMENT TIMING AND REPORTING REQUIREMENTS:** COUNTY shall release funds to AGENCY on the following dates :

April 15, 2026  
July 15, 2026  
October 15, 2026  
December 15, 2026

At least two weeks prior to each funding release date, AGENCY shall submit a report to COUNTY. Documents submitted with each report should include the following information:

- a) A summary of the activities and professional plan conducted, with the Strategic Priorities of the County incorporated.
- b) A financial statement including revenues and expenses by category showing how County dollars are being expended.
- c) If applicable, the number of volunteers, volunteer hours, and the type of activities for which volunteers were used.

- d) The number of residents served through each program and a detailed description of what services were provided.

**COORDINATED CARE SYSTEM PARTICIPATION:** AGENCY must participate in the Coordinated Care system, currently powered by Unite Us, a social and human services coordinated technology platform to link residents, providers, and the community that supports them. The County has implemented a cloud-based digital solution that processes referrals and receives data from the human services provider network. The system provides a portfolio for residents with enhanced communication with providers. It enhances service, partner accountability, and accessibility for residents by using a two-way data feed and electronic real-time referrals to allow residents to connect to services faster via vetted community-based partners/providers.

[REMAINDER OF THE PAGE INTENTIONALLY BLANK]

This Agreement shall not become legally binding until fully executed by the COUNTY and AGENCY.

IN WITNESS WHEREOF, this Subsidy Agreement has been approved by the governing bodies of the parties and duly executed by the proper officials of each.

GWINNETT COUNTY, GEORGIA

By: \_\_\_\_\_

Nicole L. Hendrickson, Chairwoman  
Gwinnett Board of Commissioners

Attest:

---

County Clerk (SEAL)

Approved as to form by:

---

County/Staff Attorney

AGENCY

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest:

---

Title (SEAL)



# 2026 Agency Budget Request

## Department of Community Services



# TABLE OF CONTENTS

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**Due date: June 11, 2025**

Agency – Submit all pages in duplicate to:  
Gwinnett Department of Community Services  
Attn: Kayla Tolbert, Business Management  
446 West Crogan Street  
Lawrenceville, GA 30046

# I | ORGANIZATION INFORMATION

## AGENCY INFORMATION

Organization name Gwinnett County Board of Health Phone # 770-339-4260  
City Lawrenceville State GA Zip 30046  
County of agency headquarters Gwinnett Federal ID # 58-0964522  
Contact person Betty Vitale  
Title Chief Financial Officer Phone # 770-339-4260

### ORGANIZATIONAL STRUCTURE (Check one):

GOVERNMENTAL  NON-PROFIT CORPORATION

Other (Please explain)

### BOARD OF DIRECTORS: List names and titles of all officers

Name Louise Radloff Title Chair, Board of Helath

Business Affiliation \_\_\_\_\_

Name Mike Mason Title Vice-Chair Board of Health

Business affiliation Mayor, Peachtree Corners

Name Nicole Hendrickson Title County Commission Chair

Business affiliation Gwinnett County Governing Entity

Name Al Taylor Title Interim Superintendent

Business affiliation Gwinnett County Schools

Name Jay Smith Title ED Medical Director

Business affiliation Northside Hospital

Complete list attached

TOTAL NUMBER OF BOARD MEMBERS 7

AVERAGE ANNUAL COMPENSATION \$ 0

## SCOPE OF SERVICES

Gwinnett County Public Health is dedicated to ensuring a safe and healthy community by providing comprehensive health services, disease prevention, and education to all residents. We operate multiple health clinics offering clinical care, nutrition, case management, immunizations, maternal and women's health, family planning, and one of Georgia's largest WIC programs. Services extend beyond brick and mortar clinics through mobile units, pop-up events, and virtual appointments to increase accessibility. We address challenges including high rates of HIV, hepatitis B, STIs, and tuberculosis. We manage disease surveillance and outbreak control; ensure safety through inspections of food establishments, pools, and septic systems; and work to combat the opioid crisis through provision of education and naloxone.

## HISTORY OF ORGANIZATION

The Gwinnett County Board of Health was established by statute in the early 1900s and provided services including sanitary inspections and disease intervention activities. In 1941, the Health Department began offering clinical services, with its first clinic located in the basement of the old courthouse in Lawrenceville. In 1952 the clinic moved to S. Clayton Street for the next 55 years. In 2007, Gwinnett County completed the renovation of a former Walmart on Grayson Highway that now houses the Lawrenceville Health Center, Gwinnett Environmental Health, HIV/Prep Clinics, and Preventive Health, which specializes in communicable diseases and tuberculosis diagnosis and treatment. The Gwinnett County Health Department has expanded services throughout the county with additional clinic locations in the Buford, Norcross, and Centerville communities.

NUMBER OF YEARS INCORPORATED (OR FOUNDED) 100+

NUMBER OF GWINNETT CITIZENS (UNDUPLICATED) SERVED IN 20 24

Provide for each service provided.

Environmental Health Services	#	12,706
WIC Services	#	81,716
Women's Health	#	1,902
Child Health	#	5,238
Dental Services	#	7,666
Immunizations	#	33,247
Community Outreach Events	#	112
	#	

## MISSION STATEMENT

To protect and improve the health of our community by monitoring and preventing disease, promoting health and well-being, and preparing for disasters.

## PERSONNEL INFORMATION

Number of employees:

	Full-time	Part-time	Volunteers
Administrative	_____	_____	_____
Technical	_____	_____	_____
Other	_____	_____	_____
Total #	254	32	_____
Total # county employees	_____	_____	_____

Provide titles of any county supported positions and the funding amount or percentage paid by Gwinnett County:

All positions are Board of Health positions that are funded with a mixture of federal funds, state funds, \$/% \_\_\_\_\_  
county funds, grants, and fees earned by the Board of Health for services provided. \$/% \_\_\_\_\_  
\$/% \_\_\_\_\_  
\$/% \_\_\_\_\_  
\$/% \_\_\_\_\_  
\$/% \_\_\_\_\_

## MANAGEMENT INFORMATION

	Full-time	Part-time
Executive Director	X	_____
President	_____	_____
Chairman/Chairwomen	_____	_____
Other	X	_____
Other	X	_____

**CURRENT FINANCIAL INFORMATION** – Provide information regarding your Agency's current budget:**REVENUES**

Donations	\$ _____	Operating (services, fees)	\$ 8,891,349
Federal grants	\$ 626,814	Gwinnett County funding	\$ 2,922,500
Foundations	_____ \$	Other county funding	\$ 1,132,724
State grants	22,000,078 \$	Interest	\$ _____
Other	_____	WIC Program/GA DPH	\$ 5,959,209

## Details:

Our fiscal year and Gwinnett County's fiscal years overlap. As such, the increase in Gwinnett County funding is realized over 2 of our fiscal years (1/2 in FY2025 and the other 1/2 in FY2026). The "other county funding" are the COVID-related funds allocated to support Centerville operations through December 2025.

**TOTAL REVENUES** \$ 41,532,674

**IN KIND SUPPORT**

Type space	OneStop Buford	Sq. ft. 4274	Address 2755 Sawnee Ave, Buford 30518
Type space	OneStop Norcross	Sq. ft. 23764	Address 5030 Georgia Belle Ct, Norcross 30093
Type space	OneStop Centerville	Sq. ft. 13197	Address 3025 Bethany Church Rd, Snellville 30039
Type space	Lawrenceville Facility	Sq. ft. 50086	Address 455 Grayson Hwy, Lawrenceville 30046
Type space	_____	Sq. ft. _____	Address _____

**INDICATE THE AMOUNT PROVIDED BY GWINNETT COUNTY**

Utilities	\$ 0	Telephone	\$ 0
Furnishings	\$ See below	Maintenance	\$ 0

**INSURANCE COVERAGE** – Check all that apply

Vehicle     Property     Liability     Other

**VEHICLES**

Type All vehicles are owned by the Board of Health Number of County-owned vehicles 0

Other support County provided initial furnishings for Centerville clinic.

## II | BUDGET REQUEST TO GWINNETT COUNTY

If you do **NOT** currently receive funds from Gwinnett County, skip to page 7.

If you currently receive funding from Gwinnett County, complete the Gwinnett County **2025 funding column** for amounts received from **Gwinnett County**. Enter the amount requested for 2026 in the Amount Requested for 2026 column.

Account	Gwinnett County 2025 funding	Amount Requested for 2026
Building repair and maintenance	\$ _____	\$ _____
Capital (provide details on page 10)	\$ _____	\$ _____
Equipment	\$ 34,156	\$ _____
Fringes	\$ 1,032,829	\$ 1,087,273
Insurance	\$ _____	\$ _____
Board members compensation	\$ _____	\$ _____
Personnel	\$ 1,527,536	\$ 1,608,058
Professional services	\$ _____	\$ _____
Real estate rent	\$ _____	\$ _____
Supplies	\$ 573,369	\$ 573,369
Training	\$ _____	\$ _____
Travel, conference, mileage	\$ _____	\$ _____
Utilities	\$ 18,000	\$ 18,000
Vehicle cost	\$ 84,610	\$ _____
Other (list below)		
Targeted Campaigns	\$ 74,500	\$ 74,500
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,345,000</b>	<b>\$ 3,345,000</b>

## NEW OPERATIONAL REQUEST FORM

If you are currently receiving funds from Gwinnett County and are asking for increases on page 6, justify below:

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification:

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification:

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Provide the TOTAL amount you are requesting from Gwinnett County next year from page 5 and the total from each New Operational Request Form used on page 8.

**TOTAL 2026 REQUEST \$ 3,345,000**

## 2026 NEW OPERATIONAL REQUEST

New Operational Requests are for new programs, new staff positions or expansion of existing services, etc., that require either new or a substantial increase in county funding.

All County dollars must be used to fund programs/activities that support [Gwinnett County's Strategic Priorities](#). Please complete the information below for each individual program/activity for which funding is requested. Use additional pages as necessary.

Agency \_\_\_\_\_ Priority # \_\_\_\_\_

Describe the request (i.e. Operating support for a new facility):

Please justify why this request is needed

Line-Item Program and Activity Costs	Amount
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL AMOUNT OF NEW OPERATIONAL REQUEST \$ \_\_\_\_\_

# III | FUNDING RELEASE REQUIREMENTS

In 2026, quarterly documents will need to be provided two weeks before the release of funding for the current year. Release dates are:

- April 15, 2026
- July 15, 2026
- October 15, 2026
- December 15, 2026

Documents needed on a quarterly basis, during the term of this agreement, should include the following information:

- a) A summary of the activities and professional plan conducted, with the Strategic Priorities of the County incorporated.
- b) A financial statement including revenues and expenses by category showing how County dollars are being expended.
- c) If applicable, include the number of volunteers, volunteer hours, and the type of activities for which volunteers were used.
- d) Include the number of residents served through each program and a detailed description of what services were provided.
- e) All applicants must participate in the Coordinated Care system, currently powered by Unite Us, a social and human services coordinated technology platform to link residents, providers, and the community that supports them. The County has implemented a cloud-based digital solution that processes referrals and receives data from the human services provider network. The system provides a portfolio for residents with enhanced communication with providers. It enhances service, partner accountability, and accessibility for residents by using a two-way data feed and electronic real-time referrals to allow residents to connect to services faster via vetted community-based partners/providers.
- f) Audit and compliance requirements: the agency shall comply with all requests for financial records or documents made by the County's selected audit firm and/or Gwinnett County employees. Upon request, the agency agrees to provide any information and records deemed necessary to monitor performance under this Agreement. All agencies must be available for onsite visits requested by, or on behalf of, the County.

Provide areas of opportunity to collaborate with the county, if not already collaborating, on your initiative with Gwinnett as part of our required partnership to correlate activities and targeted populations.

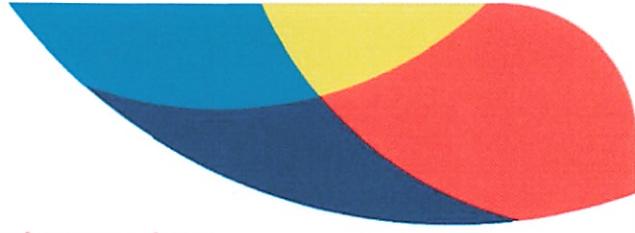
Is there an opportunity for county staff to provide representation when boards/staff conduct strategic retreats to provide feedback on areas of priority collaboration?

## STRATEGIC QUESTIONS FOR PRIORITIES

1. What can your organization and other community-based partners do together in cross-sector collaboration that none of us can do alone? Are there any current strategies you are developing around social wellness that you can share in collaboration with other partners? Provide examples of previous cross-sector collaboration your organization has conducted over the last year.
2. How are you involving current and/or future initiatives and intentional synergy to a community issue already getting attention?
3. Who are potential partners and community relationships that you are considering collaborating with to create inclusive and equitable solutions to grow your organizational reach and mission?
4. What are the strengths and skills that your organization provides in daily operations, or direct services that contribute most effectively to create universal solutions in Gwinnett?

DETAILS:

1. Public Health's mission is to fill healthcare gaps by promoting health equity through holistic programs and strong community partnerships. We work with groups like the Gwinnett Coalition, ViewPoint Health, and others to expand our impact across the county. As the exclusive provider of WIC in Georgia, we partner with Head Start, food co-ops, and hospitals to improve maternal and child health, including a successful WIC pilot at Buford Head Start and the rollout of E-WIC. We also bring services directly to residents through mobile clinics and community health teams offering education, screenings, and vaccinations—partnering with organizations like Live Healthy Gwinnett and Good Samaritan Health Center to strengthen community resilience.
2. Our public health department is actively engaged in addressing the opioid crisis, the HIV epidemic, and access to care. We've partnered with all Gwinnett County law enforcement agencies to implement ODMAP for overdose tracking and have expanded access to naloxone through collaboration with schools and community partners like GUIDE, Inc. and Navigate Recovery. In response to the HIV epidemic, we participate in the national Ending the HIV Epidemic initiative, working with hospitals, nonprofits, and care providers to expand testing, reduce stigma, improve access to PrEP, and support long-term treatment through education and outreach. We are also committed to reducing social barriers to care. This model of bringing services directly to the community remains central to our strategy to improve access and reduce health disparities.
3. We are strengthening community engagement by building partnerships with organizations that support diverse populations and those that have experienced historical marginalization. We have employed a Director of Community Engagement whose primary responsibility is strengthening relationships with existing partners (Gwinnett Coalition, Gwinnett Chamber of Commerce, Latin American Association, Boat People SOS, Gwinnett Hispanic Chamber of Commerce) and forging new relationships within Gwinnett County. These new relationships are intended to bridge historical (and current) distrust between communities and government. These groups represent BIPOC, LGBTQ, and other individuals that can benefit from a closer relationship with Public Health and conversely, help us develop a more complete picture of the health of the entirety of Gwinnett County.
4. Our strengths include strong community partnerships, cultural competence, and a highly skilled workforce. These relationships allow us to share resources, deliver innovative solutions, and respond effectively to community needs. Our diverse, multilingual staff provides inclusive care, while our epidemiology and environmental health teams support safe, thriving businesses. We also reduce access barriers through mobile clinics, community outreach, and virtual appointments, ensuring essential services reach all residents.



**The GWINNETT STANDARD**  
is an expectation of excellence in service,  
stewardship, and integrity in everything we do.

## VISION, MISSION & VALUES

**Vision** Gwinnett is the preferred community where everyone thrives!

**Mission** Gwinnett proudly supports our vibrantly connected community by delivering superior services.

**Values**

Integrity: We believe in being honest, building trust, and having strong moral principles.

Accountability: We believe in stewardship, transparency, and sustainability.

Equity: We believe in fairness and respect for all.

Inclusivity: We believe in engaging, embracing, and unifying our communities.

Innovation: We believe in continual adaptation of technology, process, and experience.

## STRATEGIC PRIORITIES

Excellence in serving our residents and businesses.



**Organizational Excellence and Accountability**

Attract and retain a high-quality workforce; focus on employee development and career growth. Enhance intentional communication with language equity and customer service.



**Public Infrastructure**

Invest in infrastructure enhancement and growth; asset management and assessment. Enhance mobility with transportation alternatives, transit systems, and trails.



**Safe, Livable, and Healthy Community**

Cultivate a focus on social welfare, physical and mental health, and public safety.



**Sustainability and Stewardship**

Prudent fiscal management for fiscal health and financial stability; improved efficiency and technology; and service delivery cost analysis.



**Economic Opportunities**

Support business startups; attract quality business; make smart choices regarding development and incentives; and collaborate with industries and schools.



## IV | AGENCY CERTIFICATION

The information in this form, as compiled or reviewed, represents the requests of our organization for the forthcoming year.

AUTHORIZED OFFICIAL SIGNATURE

Name: Joseph Sternberg, Chief Operating Officer

Phone: 678-376-3217

Date: \_\_\_\_\_

AGENCY'S BOARD PRESIDENT / CHAIR SIGNATURE:

Name: Louise Radloff

Phone: 770-923-4784

Date: 6/3/25

## COMPOSITION OF THE GWINNETT COUNTY BOARD OF HEALTH

This is to certify that the following persons are members of the Gwinnett County Board of Health, in accordance with the provision of OCGA Sec. 31-3-2.

NAME	ADDRESS	TERM IN OFFICE
<b>Nicole Hendrickson, Chairwoman</b> Governing authority (or other member designee)	Gwinnett County Board of Commissioners Chief Executive Officer of the county's 75 Langley Drive Lawrenceville, GA 30045 Phone: 770-822-7011 Email: <a href="mailto:Nicole.hendrickson@gwinnettcounty.com">Nicole.hendrickson@gwinnettcounty.com</a>	<b>WHILE IN OFFICE</b>
<b>Louise Radloff, Chairperson</b> Consumer representing on the Board, the County's consumers of health services Appointed by Governing Authority of County	1205 Fontainbleau Ct Lawrenceville, GA 30043 Phone: 770-923-4784 Email: <a href="mailto:lradloff@outlook.com">lradloff@outlook.com</a>	<b>July 2, 1985 – December 31, 2028</b>
<b>Mayor Mike Mason, Vice Chair</b> Mayor - Peachtree Corners Chief Executive Officer of largest municipality county (or other member designee)	5385 Fox Hill Drive Peachtree Corners, GA 30092 Cell: 404-392-5996 Email: <a href="mailto:mmason@peachtrecornersga.gov">mmason@peachtrecornersga.gov</a> Email: <a href="mailto:jmichaelmason@outlook.com">jmichaelmason@outlook.com</a>	<b>WHILE IN OFFICE</b>
<b>Dr. Al Taylor, Superintendent</b>	Gwinnett County Public Schools 437 Old Peachtree Rd NW Suwanee, GA 30024 Phone: 678-301-6010 Email: <a href="mailto:al.taylor@gcpsk12.org">al.taylor@gcpsk12.org</a>	<b>WHILE IN OFFICE</b>
<b>Dr. Alan Bier</b> Public health consumer or nurse appointed by Governing Authority of largest municipality	3246 Birkdale Ave. Duluth, GA 30097 Phone: 860-227-6289 Email: <a href="mailto:alanbier1@gmail.com">alanbier1@gmail.com</a>	<b>February 14, 2011 – December 31, 2028</b>
<b>Joy Monroe</b> Consumer member appointed by Governing Authority of the county to represent the needy, underprivileged or elderly.	706 Treetrail Pkwy Norcross, GA 30093 Phone: 678-463-9582 Email: <a href="mailto:joymonroe@singlparent411.org">joymonroe@singlparent411.org</a>	<b>March 22, 2016 December 31, 2027</b>
<b>Dr. James Smith</b> Appointed by the Governing Authority of the county. Physician Appointed by the Governing Authority of the county.	497 East Main St. Buford, GA 30518 Phone: 678-312-3318 Email: <a href="mailto:james.smith@shcr.com">james.smith@shcr.com</a>	<b>May 07, 2019 December 31, 2029</b>

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260062				
Department:	Community Services	Date Submitted:	12/23/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	vlharrod	Multiple Depts?	No	
Agenda Type	Approval/authorization			
Item of Business:	Locked by Purchasing		No	
for the Chairwoman to execute a contract with the Latin American Association, Inc., in the amount of \$1,012,300.00 for the period of January 1, 2026 through December 31, 2026.				
Attachments	Subsidy Agreement, Justification Memo			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Approval			
BAC Action:				
Department Head	Igorstad (12/23/2025)			
Attorney	abcauthen (1/12/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	General	*	\$1,012,300	brainey (1/9/2026)
Finance Comments	*Amount available in Payment to Subsidies.			FinDir's Initials raroyal (1/9/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	
Tabled		
Motion		
2nd by		
		Vote
		No Action Taken



GWINNETT COUNTY  
DEPARTMENT OF COMMUNITY SERVICES

446 West Crogan Street | Lawrenceville, GA 30046

770.822.8833

GwinnettCounty.com | GwinnettCommunityServices.com

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TO: Chairwoman  
District Commissioners

FROM: Lindsey Jorstad, Department Director   
Community Services

RE: 2026 Agreement for County Subsidy Dollars – Latin American Association

DATE: January 7, 2026

The following budget allocation was approved by the Board of Commissioners for the 2026 budget. We therefore request Board authorization for the Chairwoman to sign, where required, contracts for the following agency.

Latin American Association	\$1,012,300.00
----------------------------	----------------

The Latin American Association tackles homelessness and affordable housing challenges in Gwinnett County through services like the Norcross Assessment Center, connecting families to temporary shelter and resources.

Efforts include reopening the shelter, providing case management for financial stability, emergency rent assistance, tenant advocacy, housing referrals, and legal support for eviction or discrimination cases.



GWINNETT COUNTY  
COMMUNITY SERVICES  
**LATIN AMERICAN ASSOCIATION, INC.  
SUBSIDY AGREEMENT**

---

For and in consideration of the mutual promises contained herein, the sufficiency of which is acknowledged, GWINNETT COUNTY BOARD OF COMMISSIONERS, a political subdivision of the State of Georgia (hereinafter referred to as "COUNTY"), and LATIN AMERICAN ASSOCIATION INC, located at 308 NORTH CLAYTON STREET, LAWRENCEVILLE, GA 30046, hereinafter referred to as "AGENCY", agree as follows:

**PURPOSE:** The purpose of the execution of this Agreement is solely for the purpose of providing funding from the COUNTY to the AGENCY during the calendar year 2026.

**RELATIONSHIP:** The AGENCY hereby represents that it is an independent contractor with regard to Gwinnett County, and this Agreement does not create the relationship of employer/employee or principal/agent between the COUNTY and the AGENCY.

**SERVICES:** The COUNTY recognizes the need to provide local assistance for health and human services that improve the quality of life for the community. Therefore, the COUNTY shall provide \$1,012,300 cash as a means of supporting provisions of the enumerated services and programs outlined in the AGENCY'S Subsidy Budget Application (Attachment "A").

**TERM:** The term of this Agreement is one year to begin January 1, 2026, through December 31, 2026. Funding shall be approved in conjunction with the COUNTY's annual budget process. COUNTY shall issue payments in two equal payments as provided herein.

**ANNUAL CONTRACT:** This Agreement shall be for an annual period (calendar year) only. It is expressly acknowledged that the purpose of this provision is to avoid any adverse implications of the Official Code of Georgia Section 36-30-3 concerning the binding of future commissioners.

**AUDIT AND COMPLIANCE REQUIREMENTS:** AGENCY shall comply with all requests for financial records or documents made by COUNTY's selected audit firm and/or Gwinnett County employees. Upon request, AGENCY agrees to provide any information and records deemed necessary to monitor performance under this Agreement. All Agencies must be available for onsite visits requested by, or on behalf of, COUNTY.

**AMENDMENTS:** No modification of this Agreement shall be made unless acknowledged in a written amendment signed by both parties.

**SERVICE WITHIN COUNTY:** AGENCY agrees that COUNTY contributed funds will be used only within the boundaries of Gwinnett County, except for budgeted administrative costs that are specifically included in the AGENCY's Subsidy Budget Application (Attachment "A").

**OPEN MEETINGS REQUIRED:** AGENCY agrees to adhere to the Georgia open meeting requirements if more than 33.3% of total support is from tax funds as reflected in the AGENCY's Subsidy Budget Application (Attachment "A").

**RECORDS:** AGENCY's financial records and service provision records must be available for COUNTY review. AGENCY must adhere to Georgia state laws and policies and county ordinances and policies with regard to

expenditure reporting and auditing. A certified audit must be on file with the COUNTY for the most recent fiscal year prior to this Agreement. A certified audit for the fiscal year(s) covered by this agreement must be submitted as soon as it is available.

**MEDICAL INFORMATION:** AGENCY agrees to comply with the Health Insurance Portability and Accountability Act of 1996 as amended (HIPAA) as it relates to the protection of health information on both employees and clients of the AGENCY.

**INDEMNIFICATION:** The AGENCY agrees to indemnify and hold harmless the COUNTY and its respective agents, officers, employees and directors from and against any and all liability, loss, damages, interest, judgments and liens growing out of any and all costs and expenses (including but not limited to reasonable attorney's fees and disbursement) arising out of or incurred in connection with any and all claims, demands, suits, action or proceedings which may be brought against the COUNTY by reason of or as a result of the negligent or willful act or omission of the AGENCY, its agents, officers, employees and directors to the extent permitted by the Laws of the State of Georgia.

**NOTIFICATION OF CHANGES:** AGENCY agrees to report to the COUNTY any changes from the submitted Subsidy Budget Application (Attachment "A") in the AGENCY's program goals, services, management, or budget. Any such changes which fall within the scope and total budget of the AGENCY's Subsidy Budget Application (Attachment "A") must be approved by the Director of the COUNTY's Department of Community Services. Any such changes which would exceed the scope and total budget of the AGENCY's Subsidy Budget Application (Attachment "A") must be approved as an Amendment to this Agreement.

**METHOD OF NOTIFICATION:** All notices and communications provided for hereunder shall be sent by registered or certified mail, postage prepaid, and addressed as follows:

1. To the AGENCY	Name: Santiago Marquez Title: CEO Agency: Latin American Association, Inc. Address: 308 North Clayton Street Lawrenceville, GA 30046
2. To the COUNTY:	Name: Lindsey Jorstad Title: Director of Community Services Agency: Gwinnett County Department of Community Services Address: 446 West Crogan Street Lawrenceville, GA 30046-6935

**USE OF FUNDS:** AGENCY agrees that funds will be used solely for the purposes outlined herein. AGENCY further agrees that it will comply with all applicable State of Georgia and federal laws, city and county ordinances, and requirements and regulations of all relevant agencies. Furthermore, in the event that this agreement is found to be contrary to law, this agreement will terminate immediately. AGENCY shall not perform any act, fail to perform any act, or refuse to comply with any COUNTY requests which would cause COUNTY to be in violation of any applicable State of Georgia or federal laws, city or county ordinances, or requirements or regulations of any relevant agencies.

**TERMINATION FOR CAUSE:** This Agreement may be terminated for cause by the COUNTY immediately upon written notice of such termination received by the AGENCY. For purposes of this Agreement, cause for termination will include AGENCY utilization of COUNTY contributed funds for purposes other than those outlined herein, insolvency or bankruptcy of the AGENCY, failure of the AGENCY to deliver the documents as outlined in the Records section herein, or failure of the AGENCY to meet the other requirements in this Agreement within a reasonable period, not to exceed six weeks. Within sixty days of termination for cause, the AGENCY is required to repay the COUNTY all COUNTY contributed funds that were utilized for purposes other than those outlined herein and any and all undisbursed COUNTY funds. The AGENCY shall not make any further disbursements of COUNTY contributed funds after receipt of notice of termination. An audit of the COUNTY contributed funds will be submitted within one year following termination indicating how and when COUNTY funds were utilized. Any differences in the audit amounts and the undisbursed amounts returned to COUNTY will be corrected within 30 days of receipt of the audit.

**TERMINATION WITHOUT CAUSE:** This Agreement may be terminated by either party, sixty days after receipt of written notification by the other party. The AGENCY shall not make any further disbursements of COUNTY contributed funds after receipt of notice of termination. All undisbursed COUNTY contributed funds will be returned to the COUNTY at the end of the sixty-day notice. An audit of the COUNTY contributed funds will be submitted within one year following termination indicating how and when COUNTY funds were utilized. Any differences in the audit amounts and the undisbursed amounts returned to COUNTY will be corrected within 30 days of receipt of the audit.

**SURPLUS FUNDS:** Should the AGENCY be in possession of any surplus of 2026 COUNTY subsidy funds contributed pursuant to the Agreement, at 11:59 p.m. EST on December 31, 2026, the COUNTY authorizes the AGENCY to retain such funds for expenditure during the calendar year 2027, provided that the AGENCY will be obligated to expend such surplus funds in accordance with stated goals, strategies, and provisions of the 2027 Subsidy Agreement.

**PAYMENT TIMING AND REPORTING REQUIREMENTS:** COUNTY shall release funds to AGENCY on the following date :

April 15, 2026  
July 15, 2026  
October 15, 2026  
December 15, 2026

At the end of each quarterly cycle, AGENCY shall submit a report to COUNTY. Documents submitted with each report should include the following information:

- a) A summary of the activities and professional plan conducted, with the Strategic Priorities of the County incorporated.
- b) A financial statement including revenues and expenses by category showing how County dollars are being expended.
- c) If applicable, the number of volunteers, volunteer hours, and the type of activities for which volunteers were used.

- d) The number of residents served through each program and a detailed description of what services were provided.

**COORDINATED CARE SYSTEM PARTICIPATION:** AGENCY must participate in the Coordinated Care system, currently powered by Unite Us, a social and human services coordinated technology platform to link residents, providers, and the community that supports them. The County has implemented a cloud-based digital solution that processes referrals and receives data from the human services provider network. The system provides a portfolio for residents with enhanced communication with providers. It enhances service, partner accountability, and accessibility for residents by using a two-way data feed and electronic real-time referrals to allow residents to connect to services faster via vetted community-based partners/providers.

[REMAINDER OF THE PAGE INTENTIONALLY BLANK]

This Agreement shall not become legally binding until fully executed by the COUNTY and AGENCY.

IN WITNESS WHEREOF, this Subsidy Agreement has been approved by the governing bodies of the parties and duly executed by the proper officials of each.

GWINNETT COUNTY, GEORGIA

By: \_\_\_\_\_

Nicole L. Hendrickson, Chairwoman  
Gwinnett Board of Commissioners

Attest:

---

County Clerk (SEAL)

Approved as to form by:

---

County/Staff Attorney

AGENCY

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest:

---

Title (SEAL)



# 2026 Agency Budget Request

## Department of Community Services



# TABLE OF CONTENTS

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**Due date: June 11, 2025**

**Agency – Submit all pages in duplicate to:**  
Gwinnett Department of Community Services  
Attn: Kayla Tolbert, Business Management  
446 West Crogan Street  
Lawrenceville, GA 30046

# I | ORGANIZATION INFORMATION

## AGENCY INFORMATION

Organization name \_\_\_\_\_ Phone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

County of agency headquarters \_\_\_\_\_ Federal ID # \_\_\_\_\_

Contact person \_\_\_\_\_

Title \_\_\_\_\_ Phone # \_\_\_\_\_

### ORGANIZATIONAL STRUCTURE (Check one):

GOVERNMENTAL     NON-PROFIT CORPORATION

Other (Please explain)

### BOARD OF DIRECTORS: List names and titles of all officers

Name \_\_\_\_\_ Title \_\_\_\_\_

Business Affiliation \_\_\_\_\_

**TOTAL NUMBER OF BOARD MEMBERS** \_\_\_\_\_

**AVERAGE ANNUAL COMPENSATION \$** \_\_\_\_\_

## SCOPE OF SERVICES

### HISTORY OF ORGANIZATION

NUMBER OF YEARS INCORPORATED (OR FOUNDED) \_\_\_\_\_

NUMBER OF GWINNETT CITIZENS (UNDUPLICATED) SERVED IN 20 \_\_\_\_.

Provide for each service provided.

_____	# _____
_____	# _____
_____	# _____
_____	# _____
_____	# _____
_____	# _____
_____	# _____
_____	# _____
_____	# _____
_____	# _____

## MISSION STATEMENT

## PERSONNEL INFORMATION

Number of employees:

Full-time      Part-time      Volunteers

Administrative	_____	_____	_____
Technical	_____	_____	_____
Other	_____	_____	_____
Total #	_____	_____	_____
Total # county employees	_____	_____	_____

Provide titles of any county supported positions and the funding amount or percentage paid by Gwinnett County:

_____	\$/%	_____
_____	\$/%	_____
_____	\$/%	_____
_____	\$/%	_____
_____	\$/%	_____

## MANAGEMENT INFORMATION

Full-time      Part-time

Executive Director	_____	_____
President	_____	_____
Chairman/Chairwomen	_____	_____
Other	_____	_____
Other	_____	_____

## CURRENT FINANCIAL INFORMATION – *Provide information regarding your Agency's current budget:*

### REVENUES

Donations	\$ _____	Operating (services, fees)	\$ _____
Federal grants	\$ _____	Gwinnett County funding	\$ _____
Foundations	\$ _____	Other county funding	\$ _____
State grants	\$ _____	Interest	\$ _____
Other	\$ _____		

Details:

**TOTAL REVENUES \$** \_\_\_\_\_

### IN KIND SUPPORT

Type space	_____	Sq. ft.	_____	Address	_____
Type space	_____	Sq. ft.	_____	Address	_____
Type space	_____	Sq. ft.	_____	Address	_____
Type space	_____	Sq. ft.	_____	Address	_____
Type space	_____	Sq. ft.	_____	Address	_____

### INDICATE THE AMOUNT PROVIDED BY GWINNETT COUNTY

Utilities	\$ _____	Telephone	\$ _____
Furnishings	\$ _____	Maintenance	\$ _____

### INSURANCE COVERAGE – Check all that apply

Vehicle      Property      Liability      Other

### VEHICLES

Type \_\_\_\_\_ Number of County-owned vehicles \_\_\_\_\_

Other support \_\_\_\_\_

# II | BUDGET REQUEST TO GWINNETT COUNTY

If you do **NOT** currently receive funds from Gwinnett County, skip to page 7.

If you currently receive funding from Gwinnett County, complete the Gwinnett County **2025 funding column for amounts received from Gwinnett County**. Enter the amount requested for 2026 in the Amount Requested for 2026 column.

Account	Gwinnett County 2025 funding	Amount Requested for 2026
Building repair and maintenance	\$ _____	\$ _____
Capital (provide details on page 10)	\$ _____	\$ _____
Equipment	\$ _____	\$ _____
Fringes	\$ _____	\$ _____
Insurance	\$ _____	\$ _____
Board members compensation	\$ _____	\$ _____
Personnel	\$ _____	\$ _____
Professional services	\$ _____	\$ _____
Real estate rent	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Training	\$ _____	\$ _____
Travel, conference, mileage	\$ _____	\$ _____
Utilities	\$ _____	\$ _____
Vehicle cost	\$ _____	\$ _____
Other (list below)		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
<b>TOTAL EXPENDITURES</b>	<b>\$ _____</b>	<b>\$ _____</b>

## NEW OPERATIONAL REQUEST FORM

If you are currently receiving funds from Gwinnett County and are asking for increases on page 6, justify below:

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification:

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification:

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Account \_\_\_\_\_ Increase amount \_\_\_\_\_

Justification

Provide the TOTAL amount you are requesting from Gwinnett County next year from page 5 and the total from each New Operational Request Form used on page 8.

**TOTAL 2026 REQUEST \$ \_\_\_\_\_**

## 2026 NEW OPERATIONAL REQUEST

New Operational Requests are for new programs, new staff positions or expansion of existing services, etc., that require either new or a substantial increase in county funding.

All County dollars must be used to fund programs/activities that support [Gwinnett County's Strategic Priorities](#).

Please complete the information below for each individual program/activity for which funding is requested.

Use additional pages as necessary.

Agency \_\_\_\_\_ Priority # \_\_\_\_\_

Describe the request (i.e. Operating support for a new facility):

Please justify why this request is needed

### Line-Item Program and Activity Costs

### Amount

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

TOTAL AMOUNT OF NEW OPERATIONAL REQUEST \$ \_\_\_\_\_

# III | FUNDING RELEASE REQUIREMENTS

In 2026, quarterly documents will need to be provided two weeks before the release of funding for the current year. Release dates are:

- April 15, 2026
- July 15, 2026
- October 15, 2026
- December 15, 2026

Documents needed on a quarterly basis, during the term of this agreement, should include the following information:

- a) A summary of the activities and professional plan conducted, with the Strategic Priorities of the County incorporated.
- b) A financial statement including revenues and expenses by category showing how County dollars are being expended.
- c) If applicable, include the number of volunteers, volunteer hours, and the type of activities for which volunteers were used.
- d) Include the number of residents served through each program and a detailed description of what services were provided.
- e) All applicants must participate in the Coordinated Care system, currently powered by Unite Us, a social and human services coordinated technology platform to link residents, providers, and the community that supports them. The County has implemented a cloud-based digital solution that processes referrals and receives data from the human services provider network. The system provides a portfolio for residents with enhanced communication with providers. It enhances service, partner accountability, and accessibility for residents by using a two-way data feed and electronic real-time referrals to allow residents to connect to services faster via vetted community-based partners/providers.
- f) Audit and compliance requirements: the agency shall comply with all requests for financial records or documents made by the County's selected audit firm and/or Gwinnett County employees. Upon request, the agency agrees to provide any information and records deemed necessary to monitor performance under this Agreement. All agencies must be available for onsite visits requested by, or on behalf of, the County.

Provide areas of opportunity to collaborate with the county, if not already collaborating, on your initiative with Gwinnett as part of our required partnership to correlate activities and targeted populations.

Is there an opportunity for county staff to provide representation when boards/staff conduct strategic retreats to provide feedback on areas of priority collaboration?

## STRATEGIC QUESTIONS FOR PRIORITIES

1. What can your organization and other community-based partners do together in cross-sector collaboration that none of us can do alone? Are there any current strategies you are developing around social wellness that you can share in collaboration with other partners? Provide examples of previous cross-sector collaboration your organization has conducted over the last year.
2. How are you involving current and/or future initiatives and intentional synergy to a community issue already getting attention?
3. Who are potential partners and community relationships that you are considering collaborating with to create inclusive and equitable solutions to grow your organizational reach and mission?
4. What are the strengths and skills that your organization provides in daily operations, or direct services that contribute most effectively to create universal solutions in Gwinnett?

DETAILS:



**The GWINNETT STANDARD**  
is an expectation of excellence in service,  
stewardship, and integrity in everything we do.

## VISION, MISSION & VALUES

**Vision** Gwinnett is the preferred community where everyone thrives!

**Mission** Gwinnett proudly supports our vibrantly connected community by delivering superior services.

### **Values**

**Integrity:** We believe in being honest, building trust, and having strong moral principles.

**Accountability:** We believe in stewardship, transparency, and sustainability.

**Equity:** We believe in fairness and respect for all.

**Inclusivity:** We believe in engaging, embracing, and unifying our communities.

**Innovation:** We believe in continual adaptation of technology, process, and experience.

## STRATEGIC PRIORITIES

**Excellence in serving our residents and businesses.**



### **Organizational Excellence and Accountability**

Attract and retain a high-quality workforce; focus on employee development and career growth. Enhance intentional communication with language equity and customer service.



### **Public Infrastructure**

Invest in infrastructure enhancement and growth; asset management and assessment. Enhance mobility with transportation alternatives, transit systems, and trails.



### **Safe, Livable, and Healthy Community**

Cultivate a focus on social welfare, physical and mental health, and public safety.



### **Sustainability and Stewardship**

Prudent fiscal management for fiscal health and financial stability; improved efficiency and technology; and service delivery cost analysis.



### **Economic Opportunities**

Support business startups; attract quality business; make smart choices regarding development and incentives; and collaborate with industries and schools.



## IV | AGENCY CERTIFICATION

The information in this form, as compiled or reviewed, represents the requests of our organization for the forthcoming year.

AUTHORIZED OFFICIAL SIGNATURE Santiago Marquez

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Date: \_\_\_\_\_

AGENCY'S BOARD PRESIDENT / CHAIR SIGNATURE: Misty Fernandez

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Date: \_\_\_\_\_

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input checked="" type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260066				
Department:	Community Services	Date Submitted:	12/23/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	vlharrod	Multiple Depts?		
Agenda Type	Approval/authorization			
Item of Business:		Locked by Purchasing	No	
<p>to accept a grant from the Atlanta Regional Commission. These funds will allow Gwinnett County Health and Human Services to continue the GET IN GEAR voucher program, a transportation service for seniors and disabled adults 18 years of age and older which improves quality of the life while aging in place. The grant contract is \$67,200.00 with a required local match of \$13,440.00. The match requirement will be partially funded by program user fees. Approval/authorization for the Chairwoman, or designee, to sign any and all related documents.</p>				
Attachments	Justification Memo, Contract, Action List			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Approval			
BAC Action:				
Department Head	Igorstad (12/31/2025)			
Attorney	abcauthen (1/15/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
No	Grants	*	\$57,120	brainey (1/15/2026)
Yes	General	**	\$10,080	
Finance Comments	*A grant budget will be established upon approval and execution of agreement with the Atlanta Regional Commission. Adjust revenues and appropriation as necessary. **For 2026, \$10,080 is allocated in Transfer Out to Other Funds.			FinDir's Initials raroyal (1/14/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	No Action Taken
Tabled		
Motion		
2nd by		
		Vote



## MEMORANDUM

TO: Chairwoman  
District Commissioners

THROUGH: Lindsey Jorstad   
Director of Community Services

FROM: Regina Miller   
Deputy Department Director, Health and Human Services

SUBJECT: Agreement with Gwinnett Board of Commissioners and the Atlanta  
Regional Commission

DATE: January 13, 2025

The Annual Agreement with the Gwinnett County Board of Commissioners and the Atlanta Regional Commission. The New Freedom 5310 Contract provides for the transportation needs of Gwinnett County's vulnerable aging and disabled populations. Previously, Gwinnett County provided approximately 3,615 one-way trips during the last contract year serving seniors and individuals with disabilities. This transportation service is the Get-In-Gear program. This contract will provide approximately 1,350 trips.

Gwinnett Health and Human Services offers the Get-In-Gear Transportation Program to assist senior adults and disabled individuals with mobility issues. In this program, seniors and disabled clients purchase credits from the Gwinnett County Get-In-Gear office and use that account credit to pay 25% of their transportation cost for their travel services. There are no restrictions on the types of trips clients can take. The purpose of the program is to help clients improve their quality of life with mobility and access, while they age in place in their homes.

The grant request from the 5310 budget is not to exceed \$67,200. The local match share funding amount includes \$3,360 in cost share funds and \$10,080 in county funds.

**ACTION REQUESTED**  
**ATLANTA REGIONAL COMMISSION**  
**FOR APPROVAL BY THE BOARD OF COMMISSIONERS**  
**[January 20, 2026 (GCID 2026-0066)]**

1. Acceptance of grant awards from the **ATLANTA REGIONAL COMMISSION**; authorization for Chairwoman to appoint and designate the Director of Financial Services (or his/her designee) to sign all necessary grant documents, and related forms designating persons authorized to request disbursement of grant funds from **ATLANTA REGIONAL COMMISSION** to Gwinnett County.
2. Authorization for Chairwoman to appoint and designate the Director of Financial Services (or his/her designee) to sign all necessary grant documents with **ATLANTA REGIONAL COMMISSION** municipalities, nonprofit agencies, County agencies, federal and state agencies, subrecipient, program participants and financial institutions, etc. for project implementation, as specified by the **ATLANTA REGIONAL COMMISSION**, subject to approval as to form by the Law Department.
3. Authorization for Chairwoman to appoint and designate the Director of Financial Services (or his/her designee) to accept any amendments to the initial award, including closure of award after receipt of final payment, as assigned by **ATLANTA REGIONAL COMMISSION** and to designate County staff to adjust appropriations and revenue budgets as necessary.
4. Authorization for Chairwoman to appoint and designate the Director of Financial Services (or his/her designee) to approve and submit financial reports.
5. Authorization for Chairwoman to designate County staff to procure goods and services as delegated in the approved Purchasing Ordinance.
6. Authorization for Chairwoman to appoint and designate the Director of Financial Services to serve as the "Official Representative" of Gwinnett County with the **ATLANTA REGIONAL COMMISSION**.
7. The County Administrator is authorized to review the final grant agreement and decline the **ATLANTA REGIONAL COMMISSION** grant if the terms are deemed unacceptable or infeasible, and to direct other Gwinnett County staff to carry out any actions necessary to decline the grant as determined.

## AGING SUBGRANT AGREEMENT

THIS AGREEMENT, entered into as of the **1<sup>st</sup> day of October 2025**, by and between GWINNETT COUNTY BOARD OF COMMISSIONERS on behalf of Gwinnett County, Georgia (hereinafter referred to as the "Subgrantee") and ATLANTA REGIONAL COMMISSION (hereinafter referred to as "ARC").

### WITNESSETH THAT:

WHEREAS, ARC desires to engage Subgrantee to render certain services hereinafter described in connection with an undertaking or project (hereinafter referred to as the "Project") which is to be wholly or partially financed by a grant from the United States Department of Transportation ("USDOT") and the Georgia Department of Human Services ("GDHS") (hereinafter, along with the appropriate auditing agency of the entities making such grant, referred to as the "Funding Agencies"); and

WHEREAS, Subgrantee desires to render such services in connection with the Project.

NOW THEREFORE, in consideration of the promises and the mutual covenants and agreements hereinafter contained, the parties hereto agree as follows:

1. Engagement of Subgrantee. ARC hereby agrees to engage Subgrantee and Subgrantee hereby agrees to perform the services hereinafter set forth in accordance with the terms and conditions herein.
2. Independent Contractors. No provision of this Agreement, nor act of Subgrantee or act of ARC in the performance of this Agreement shall be construed as constituting the Subgrantee as an agent, servant, or employee of ARC. Neither party to this Agreement shall have any authority to bind the other in any respect, it being intended that each shall remain an independent contractor.
3. Scope of Services. Subgrantee shall do, perform, and carry out in a satisfactory and proper manner, as determined by ARC, the work and services described in Attachment A, which is attached hereto and made a part hereof. Such services shall be provided within and respecting any or all of the Atlanta Region (Cherokee, Clayton, Cobb, DeKalb, Douglas, Fayette, Fulton, Gwinnett, Henry, and Rockdale Counties), as further specified in Attachment A hereto.
4. Time of Performance. The effective date of this Agreement is **October 1, 2025**. Work and services shall be undertaken and pursued in such sequence as to assure their expeditious completion and as may be required in Attachment A. All work and services required hereunder shall be completed on or before **September 30, 2026**. Due dates in this Agreement are based on calendar days. If any due date falls on Saturday, Sunday, or ARC holiday, then the due date shall be the next ARC business day. This Agreement shall be bound by the terms dictated in the Notice of Funding Availability.
5. Compensation and Method of Payment. Subgrantee shall be compensated for the work and services to be performed under this Agreement as set forth in Attachment B, attached hereto and made a part hereof. The total cost of the work as defined in Attachment A is **\$67,200.00**. ARC shall reimburse an amount not to exceed **\$53,760.00** for the performance of all things for or incidental to the performance of work. All costs in excess shall be paid by Subgrantee.
6. Formal Communication. Formal communications regarding this Agreement shall include, but not necessarily be limited to correspondence, program performance reports and fiscal reports. All formal communication regarding this Agreement shall be in writing between the person executing this Agreement on behalf of Subgrantee (executor) and ARC's Executive Director. However, Subgrantee's executor and ARC's Executive Director shall each have the right to designate, in writing to the other, an agent to act on his or her behalf regarding this Agreement. Any restrictions to such designation must be clearly defined in the written designation.
7. ARC's Designated Agent. According to Paragraph 6 above, ARC's Executive Director hereby designates the Chief Operating Officer as her agent for purposes of this Agreement only, except for amendments and terminations regarding this Agreement.

8. **Approval of Subcontracts.** None of the work or services to be performed under this Agreement by Subgrantee shall be subcontracted without the prior written of ARC's Executive Director or her authorized agent. If such approval is requested, all subcontract documents shall be submitted to ARC's Executive Director or her authorized agent for review and approval prior to the execution of such subcontract. Further, if requested by ARC's Executive Director or her authorized agent, Subgrantee shall provide ARC with such documentation as requested and required regarding the method Subgrantee used in selecting the subcontractor. Subgrantee acknowledges that if work or services performed pursuant to this Agreement is financed solely or partially with federal funds, the selection of subcontractors is governed by regulations requiring competition between potential subcontractors or adequate justification for sole source selection. Subgrantee agrees to abide by such regulations in its selection process.
9. **Prompt Payment and Retainage.** Subgrantee agrees to pay each subcontractor under this Agreement, for satisfactory performance of its contract, no later than thirty (30) days from the receipt of each payment Subgrantee receives from ARC. Subgrantee further agrees to return retainage payments to each subcontractor within thirty (30) days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of ARC. This clause applies to both Disadvantaged Business Enterprises ("DBE") and non-DBE subcontracts.

Any subgrantee found to be not in compliance with this Paragraph 9 will be considered in breach of contract and any further payments will be withheld until corrective action is taken. If subgrantee does not take corrective action, subgrantee may be subject to contract termination.

10. **Subgrantee's Personnel.** Subgrantee represents that it has, or will secure at its own expense, adequate personnel required to perform the services under this Agreement. Such personnel shall not be employees of ARC, nor shall such personnel have been employees of ARC during any time within the previous twelve (12) months, except with the express prior written consent of ARC. Further, Subgrantee agrees that no such former ARC employees shall be involved in any way with the performance of this Agreement without the express prior written approval of ARC.
11. **Rate of Employee Compensation.** The rate of compensation for work performed under this Agreement by a staff member or employee of Subgrantee shall not exceed the compensation of such person that is applicable to his or her other work activities for Subgrantee. Charges for salaries and wages of individuals shall be supported by time and attendance and payroll distribution records.
12. **Interest of Subgrantee.** Subgrantee covenants that neither Subgrantee, nor anyone controlled by Subgrantee, controlling Subgrantee, or under common control with Subgrantee, nor its agents, employees or subcontractors, presently has an interest, nor shall acquire an interest, direct or indirect, which would conflict in any manner or degree with the performance of its service hereunder, or which would prevent, or tend to prevent, the satisfactory performance of Subgrantee's service hereunder in an impartial and unbiased manner. Subgrantee further covenants that in the performance of this Agreement no person having any such interest shall be employed by Subgrantee as an agent, subcontractor or otherwise. If Subgrantee contemplates taking some action which may constitute a violation of this Paragraph 12, Subgrantee shall request in writing the advice of ARC, and if ARC notifies Subgrantee in writing that Subgrantee's contemplated action will not constitute a violation hereof, then Subgrantee shall be authorized to take such action without being in violation of this Paragraph 12.
13. **Interest of Members of ARC and Others.** No officer, member or employee of ARC, and no public official of any local government which is affected in any way by the Project, who exercises any function or responsibilities in the review or approval of the Project or any component part thereof, shall participate in any decision relating to this Agreement which affects his or her personal interests or the interest of any corporation, partnership or association in which he or she is directly, or indirectly, interested; nor shall any such officer, member or employee of ARC, or public official of any local government affected by the Project, have an interest, direct or indirect, in this Agreement or the proceeds arising therefrom.
14. **Officials Not to Benefit.** No member of or delegate to the Congress of the United States of America, resident commissioner, or employee of the United States government, shall be admitted to any share or part of this Agreement or to any benefits to arise herefrom.

15. Assignability. Subgrantee shall not assign, sublet, or transfer all or any portion of its interest in this Agreement without the prior written approval of ARC.
16. Amendments. ARC may require changes to this Agreement. Such changes, including any increase or decrease in the amount of Subgrantee's compensation, shall be incorporated in written amendments to this Agreement. Amendments to this Agreement may be executed on behalf of ARC only by ARC's Executive Director and, if necessary, Chair, per ARC's Bylaws.
17. Insurance. Subgrantee shall have and maintain insurance coverage that complies with the laws of the state of Georgia, as well as reasonable and prudent business practices. Such insurance shall include, at least, Workers' Compensation, Public Officials Liability, and General Liability coverages.
18. Liability and Indemnification. With regard to Subgrantees which are governmental entities, ARC shall not be liable for the acts or omissions of Subgrantee or Subgrantee's agents, servants, employees, or subcontractors which arise from activities pursuant to this Agreement and cause a claim, demand, suit, or other action to be brought by any person, firm, or corporation.

Except for the above-mentioned governmental entities, all other Subgrantees agree to indemnify and hold harmless ARC against any and all liability, loss, damages, costs, or expenses which it may hereafter incur, suffer, or be required to pay by reason of any error or omission, misfeasance, malfeasance, or through the negligent or willful conduct of the Subgrantee or its employees or of any subcontractor of the Subgrantee. The indemnification obligations of this Paragraph 18 shall survive the termination of this Agreement.

If this Agreement includes provisions for transportation services by Subgrantee, then Subgrantee acknowledges that, as part of its due diligence in connection with the transportation program, ARC monitors and reviews inspection and safety reports and maintenance records generated by Subgrantee. Subgrantee acknowledges that in undertaking such activities, ARC assumes no liability or responsibility for the safe conduct of the transportation program, which responsibility is solely that of Subgrantee.

19. Reports. Subgrantee shall furnish ARC with monthly report submissions, verifications, and signature forms, in such form as may be specified by ARC, describing the work accomplished by Subgrantee.
20. Financial Reports. In addition to other records required by this Agreement, Subgrantee agrees to provide to ARC such additional financial reports in such form and frequency as ARC may require in order to meet ARC's requirements for reporting to the Funding Agencies.
21. Program Fraud and False or Fraudulent Statements or Related Acts. Subgrantee acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. §§ 3801 et seq. and USDOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, Subgrantee certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the Federal Transit Administration (FTA) assisted project for which this Agreement work is being performed. In addition to other penalties that may be applicable, Subgrantee further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on Subgrantee to the extent the Federal Government deems appropriate.

Subgrantee also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Federal Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307(n)(1) on Subgrantee, to the extent the Federal Government deems appropriate.

Subgrantee agrees to include the above two clauses in each subcontract financed in whole or in part with federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

22. **Review and Coordination.** To ensure adequate assessment of Subgrantee's performance and proper coordination among interested parties, ARC shall be kept fully informed concerning the progress of the work and services performed hereunder. Subgrantee may be required to meet with designated representatives of ARC or the Funding Agencies to review such work and services. Reasonable notice of such review meetings shall be given to Subgrantee.
23. **Inspections.** Authorized representatives of ARC and the Funding Agencies may at all reasonable times review and inspect the Project activities and data collected pursuant to this Agreement. All reports, studies, records, and computations prepared by or for Subgrantee shall be made available to authorized representatives of ARC, the Funding Agencies, and the Comptroller General of the United States or any of their duly authorized representatives for inspection and review at all reasonable times in Subgrantee's office or site where data is normally accumulated. Approval and acceptance of such material shall not relieve Subgrantee of its professional obligation to correct, at its expense, any errors found in the work unless such errors can be shown to be caused by inaccurate or incorrect information provided by ARC. Subgrantee shall be bound by the provisions governing retention and custodial requirements of records of 2 CFR 200.334 or 45 CFR 75, or 45 CFR 92, as appropriate, and by GDHS's required five (5) year record retention from submission of final expenditure reports. If any litigation, claim, or audit is started before the expiration of the five (5) year period, records shall be retained until such litigation, claim or audit is resolved. Subgrantee shall include the provisions of this Paragraph 23 in any subcontract executed in connection with this Project.
24. **Maintenance of Costs Records.** Subgrantee maintains all books, documents, papers, accounting records and other evidence pertaining to costs incurred on the Project and shall make such material available at all reasonable times during the period of this Agreement, and for three (3) years from the date of final payment under this Agreement, for inspection by ARC, the Funding Agencies, and if the work and services to be performed under this Agreement is wholly or partially funded with federal funds, the Comptroller General of the United States, or any of their duly authorized representatives. Subgrantee shall include the provisions of this Paragraph 24 in any subcontract executed in connection with this Project.
25. **No Obligation by the Federal Government.** ARC and Subgrantee acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this Agreement and shall not be subject to any obligations or liabilities to ARC, Subgrantee or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

Subgrantee agrees to include the above clause in each subcontract financed in whole or in part with federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the subcontract who will be subject to its provisions.

26. **Rights in Documents, Materials and Data Produced.** Subgrantee agrees that all reports, studies, records, and other data prepared pursuant to the terms of this Agreement shall be the property of ARC upon termination or completion of the work. ARC and the Funding Agencies shall have the right to use the same without restriction or limitation and without compensation to Subgrantee other than that provided for in this Agreement. For purposes of this Agreement, "data" includes writings, sound recordings, photographs, films, videotapes, or other graphic representations and works of a similar nature. No documents, material or data produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of Subgrantee or its subcontractors. Subgrantee acknowledges that matters regarding the rights to inventions and materials generated by or arising out of this Agreement may be subject to certain regulations issued by the Funding Agencies. Information regarding the applicability of such regulations to a specific situation may be obtained by written request to ARC.
27. **Data and Software Licensing.** During performance of the work covered by this Agreement, ARC may provide certain data or software products such as aerial photography or commercially available planning data and software,

to Subgrantee that have been obtained from various sources under specific licensing agreements. Subgrantee acknowledges that any data or software that ARC may provide hereunder is provided as a non-exclusive, non-transferable, limited license for Subgrantee or its subcontractors to use the data or software for the work covered by this Agreement only. Subgrantee shall not redistribute, republish or otherwise make this data or software available to any not covered by this Agreement. Subgrantee or any subcontractor(s) shall not use this data or software for any work not covered by this Agreement. Subgrantee further acknowledges that upon completion of the Project covered by this Agreement all data and software provided by ARC, shall be returned to ARC and all copies of the data or software residing on Subgrantee's or its subcontractor's computer systems shall be removed.

28. **Publication and Publicity.** Articles, papers, bulletins, presentations, reports, or other material reporting the plans, progress, analysis or results and findings of the work conducted under this Agreement shall not be presented to the governing authority of Subgrantee, or a committee thereof, for official action by such body without first submitting the same to ARC for review and comment. No such presentation shall be made until comments have been received from ARC regarding such review; provided, however, if such comments have not been received by Subgrantee within thirty (30) calendar days after such submission, it shall be presumed that ARC has no objection thereto. ARC's comments, objections, reservations, or disagreements regarding such material, shall accompany the material presented in such form as ARC shall specify.
29. **Identification of Documents.** All reports, surveys, and other documents completed under this Agreement shall bear on the title page of such report, survey or document, the following legend: "Prepared by (insert name of Subgrantee) under contract with the Atlanta Regional Commission. The preparation of this (insert either "report or document," as appropriate) was financed in part by funds provided by the United States Government through the Georgia Department of Human Services.", along with the date (month and year) in which the document was prepared.
30. **Compliance with Requirements of the Funding Agencies.** Subgrantee shall be bound by the applicable terms and condition of the grant contract between ARC and the Funding Agencies which said grant contract is on file in the offices of ARC and is hereby made a part of this Agreement as fully as if the same were attached hereto. ARC will notify Subgrantee in writing of any applicable changes within a reasonable time after ARC has received appropriate notice of such changes from the Funding Agencies.
31. **Incorporation of Federal Transit Administration (FTA) Terms.** The preceding provisions include, in part, certain Standard Terms and Conditions required by USDOT, whether or not expressly set forth in the preceding Agreement provisions. All contractual provisions required by USDOT, as set forth in FTA Circular 4220.1E, are hereby incorporated by reference. Anything to the contrary herein, notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. Subgrantee shall not perform any act, fail to perform any act, or refuse to comply with any ARC requests which would cause ARC to be in violation of the FTA terms and conditions.
32. **Federal Changes.** Subgrantee shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the master agreement between ARC and FTA, as they may be amended or promulgated from time to time during the term of this Agreement. Subgrantee's failure to so comply shall constitute a material breach of this Agreement.
33. **Assurances.** Subgrantee hereby assures and certifies that it will comply with the appropriate regulations, policies, guidelines and requirements (as applicable), including, but not limited to, 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 23 CFR 450, "FHA Planning Assistance and Standards," 49 CFR 23, "Participation of Disadvantaged Business Enterprise in Airport Concessions," or 49 CFR 26, "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs," 48 CFR 31, "Contract Cost Principles and Procedures," Executive Order 12372, "Intergovernmental review of Federal programs," or other requirements imposed by ARC or the Funding Agencies concerning requirements of law or Project matters as expressly made applicable by ARC herein, as they relate to the application, acceptance, use and audit of federal funds for this federally assisted Project. A nonfederal entity that expends \$750,000 or more in federal awards during its fiscal year must have a single or

program-specific audit conducted for that year. Also, Subgrantee gives assurance and certifies with respect to this Agreement that:

- a. For all agreements:
  - i. It possesses legal authority to apply for this subgrant, and, if appropriate, to finance and construct any proposed facilities; and, any required resolution, motion or similar action has been duly adopted or passed as an official act of Subgrantee's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of Subgrantee to act in connection with the application and to provide such additional information as may be required, and, upon ARC approval of its application, that the person identified as the official representative of Subgrantee is authorized to execute a subgrant contract incorporating the terms of its application.
  - ii. It understands that the phrase "federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect federal assistance.
  - iii. It will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352 and 42 USC 2000d) and in accordance with such Title, no person in the United States shall, on the ground of age, disability, religion, creed or belief, political affiliation, sex, race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives federal financial assistance and will immediately take any measures necessary to effectuate this assurance. It will further comply with Title VI provisions prohibiting employment discrimination where the primary purpose of a grant is to provide employment. It will not discriminate against any qualified employee, applicant for employment or service subcontractor, or client because of age, disability, religion, creed or belief, political affiliation, race, color, sex, or national origin. Subgrantee shall take affirmative action to ensure that qualified applicants are employed and qualified subcontractors are selected, and that qualified employees are treated during employment, without regard to their age, disability, religion, creed or belief, political affiliation, race, color, sex, or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotions, or transfers; recruitment or recruitment advertising; layoffs or terminations; rates of pay or other forms of compensation; selection for training including apprenticeship, and participation in recreational and educational activities. Subgrantee agrees to post, in a conspicuous place available to employees and applicants for employment, notices to be provided setting forth the provisions of this non-discrimination clause.
  - iv. It shall in all solicitations or advertisements for subcontractors or employees placed by or on behalf of the Subgrantee, state that all qualified applicants will receive consideration for employment without regard to age, disability, religion, creed or belief, political affiliation, race, color, sex, or national origin. Subgrantee shall not discriminate against any qualified client or recipient of services provided through this Agreement on the basis of age, disability, religion, creed or belief, political affiliation, race, color, sex, or national origin. Subgrantee shall cause the foregoing provisions to be included in all subcontracts for any work covered by this Agreement so that such provisions will be binding upon each subcontractor.
  - v. It shall keep such records and submit such reports concerning the racial and ethnic origin of applicants for employment and employees as ARC or the Funding Agencies may require.
  - vi. It agrees to comply with such rules, regulations or guidelines as ARC or the Funding Agencies may issue to implement the requirements of this Paragraph 33.
  - vii. It will comply with applicable requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of federal and federally assisted projects.

- viii. It will comply with the applicable provisions of the Hatch Act which limits political activity of employees.
- ix. It will cooperate with ARC in assisting the Funding Agencies in compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting, through ARC, with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying, through ARC, the funding agencies of the existence of any such properties, and by (b) complying with all requirements established by ARC or the Funding Agencies to avoid or mitigate adverse effects upon such properties.
- x. It will insure, for subgrant contracts not involving federal financial assistance for construction, that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the Program are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Funding Agencies, through ARC, of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the Program is under consideration for listing by EPA.
- xi. It will comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in the United States Department of Labor regulations (41 CFR Part 60).
- xii. It agrees that throughout the performance of this Agreement it will remain in full compliance with all federal and state immigration laws, including but not limited to provisions 8 USC 1324a and O.C.G.A. § 13-10-91 regarding the unlawful employment of unauthorized aliens and verification of lawful presence in the United States. Thereunder, Subgrantee will ensure that only persons who are citizens or nationals of the United States or non-citizens authorized under federal immigration laws are employed to perform services under this Agreement or any subcontract hereunder.
- xiii. It agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

Subgrantee further agrees to include the provisions of the foregoing Paragraph 33 in each subcontract for services hereunder.

Subgrantee shall not retaliate or take any adverse action against any employee or any subcontractor for reporting or attempting to report a violation(s) regarding applicable immigration laws.

b. For agreements exceeding \$100,000.00 in federal financial assistance:

- i. It will comply with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 U.S.C. 1857(h)), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR Part 15).

**34. Certifications.**

- a. Prohibition Against Use of Funds to Influence Legislation (Lobbying). No part of any funds under this Agreement shall be used to pay the salary or expenses of Subgrantee, or agent acting for Subgrantee, to engage in any activity designed to influence legislation or appropriations pending before the Congress as stated in 49 CFR 20.
- b. Debarment and Suspension. Subgrantee agrees to comply with the nonprocurement debarment and suspension rules in 49 CFR 29.

- c. Drug-Free Workplace. Subgrantee agrees and certifies that it will comply with the requirements for a Drug-Free Workplace, as described in O.C.G.A. § 50-24-3, including passing through this requirement to lower tier subgrantees.
- d. Subgrantee agrees and hereby certifies that it will comply with the Georgia Security and Immigration Compliance requirements of O.C.G.A. § 13-10-91.

**35. Project Administration.**

- a. Subgrantee agrees that Subgrantee's executor is responsible for ensuring that all terms and conditions of this Agreement are fully met to ARC's satisfaction.
- b. Subgrantee agrees that all persons who administer the funds associated with this Agreement on behalf of the Subgrantee will be responsible to the Subgrantee's executor.
- c. Subgrantee agrees that Subgrantee's executor and all persons who administer the funds associated with this Agreement on behalf of Subgrantee will be bonded or insured in an amount equal to at least ten (10) percent of the total amount specified in Attachment B or \$25,000, whichever is less. Subgrantee shall transmit written documentation of such bonding or insurance to ARC, in a form satisfactory to ARC, prior to receipt of any funds from ARC. For bonds or insurance that expire before the completion date of this Agreement, proof of renewal of such bond or insurance shall be provided to ARC, within twenty (20) days after renewal.
- d. Subgrantee agrees to administer the Project in a manner satisfactory to ARC and in accordance with relevant standards and procedures, as determined by ARC and the Funding Agencies (e.g., 29 CFR 1321 or 45 CFR 202 as appropriate).
- e. Subgrantee shall at all times maintain during the term of this Agreement policies of insurance covering any property acquired with funds made available by this Agreement, as well as public liability insurance with generally recognized, responsible insurance companies authorized to do business in the state of Georgia, each of which are also qualified and authorized to assume the risks undertaken. Such insurance shall be in such amounts as a responsible and prudent company or organization would require under similar circumstances. Such insurance shall cover the Subgrantee and its above-described property as well as its employees, agents, and volunteers.

**36. General.**

- a. Subgrantee agrees to perform in accordance with all applicable terms, provisions and conditions of the guidelines and regulations issued by the funding agencies (e.g., the Older Americans Act of 1965, as amended, 45 CFR 75, 45 CFR 92, and 45 CFR 202). The appropriateness and application of such terms, provisions, and conditions shall be determined by ARC. Subgrantee also agrees to perform in compliance with requirements relating to the application, acceptance, and use of federal funds for this Project, including, but not limited to, Executive Order 12372 and 2 CFR 200 or 45 CFR 75 or 45 CFR 92, as appropriate. Subgrantee assures and certifies that it shall comply with all requirements imposed by ARC or the Funding Agencies concerning special requirements of law or Project requirements including, but not limited to, 45 CFR 1321, or 45 CFR 202 as appropriate.
- b. Subgrantee agrees that services under this Agreement will enhance service quality and capacity and will foster the development of comprehensive and coordinated service delivery systems to serve older persons. To accomplish this purpose, Subgrantee agrees, that its performance hereunder will:
  - i. help secure and maintain maximum autonomy, independence and dignity in a community setting for persons aged sixty (60) and over assessed as appropriate, by providing supportive services; and
  - ii. target services to adults aged sixty (60) and over in greatest economic and social need as determined by screening or assessment.

- c. Subgrantee agrees that any facility used for delivery of services to the clients under this Agreement will be physically and environmentally safe and have an annual fire and health inspection, as appropriate, and that the reports of these inspections will be conspicuously posted at the facility location.

**37. Standards for Service Performance.**

- a. Subgrantee shall perform all services in accordance with the definitions cited in Attachment A and as further defined in relevant notices issued by ARC, or through ARC from the GDHS, Georgia Department of Labor, the Administration on Aging, United States Department of Health and Human Services or any other funding entity.
- b. Subgrantee agrees that no changes resulting in a decrease in the scope of services, units of service to be provided, or numbers of persons to be served or any change in unit cost will be made without prior written approval of ARC as provided in Paragraph 16, Amendments, herein.
- c. Subgrantee acknowledges that ARC has developed a multi-year *Area Plan on Aging* which is updated annually (hereinafter referred to as the "Area Plan") for a comprehensive and coordinated system for the delivery of supportive and nutrition services to the elderly.
- d. Subgrantee further acknowledges that said Area Plan defines the specific services to be provided to eligible persons residing within the planning area and that those services provided under this Agreement are a part of said Area Plan.
- e. Subgrantee acknowledges that said Area Plan delineates a range of available services for the elderly and, therefore, Subgrantee agrees to coordinate and cooperate with all other ARC contracted service providers to the fullest extent possible and in a manner satisfactory to ARC.

**38. Denial or Termination of Services to Clients.** Subgrantee agrees, with respect to any individual who is a potential Project participant or a potentially aggrieved Project participant, to provide such individual with a meaningful opportunity to be heard concerning his or her status at a hearing. Said hearing shall be held in accordance with formal grievance procedures approved by ARC, adopted by Subgrantee's governing body and posted prominently at every service delivery site.

**39. Termination for Mutual Convenience.** ARC or Subgrantee may initiate termination of this Agreement in whole or in part when both parties agree that the continuation of the Project would not produce beneficial results commensurate with the further expenditure of funds. The two parties shall, through formal written contract amendment, agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated. In negotiating the termination conditions, a primary goal shall be to cause minimal disruption to the delivery of services provided hereunder. Subgrantee shall not incur new obligations for the terminated portion after the effective termination date and shall cancel as many outstanding obligations as possible. ARC shall allow credit to Subgrantee for the ARC share of the non-cancelable obligations, properly incurred by Subgrantee prior to termination.

**40. Termination for ARC's Convenience.** ARC may terminate this Agreement at any time by giving written notice to Subgrantee of such termination and specifying the effective date thereof, at least fifteen (15) days before the effective date of such termination. In that event, all information and material produced or collected under this Agreement and/or used in the performance of the scope of services shall, at the option of ARC, become its property. If this Agreement is terminated by ARC as provided in this Paragraph 40, Subgrantee will be reimbursed for the otherwise allowable actual expenses incurred by Subgrantee up to and including the effective date of such termination, as authorized in Attachment B. Subgrantee shall not incur new obligations for the terminated portion after the effective date and shall cancel as many outstanding obligations as possible. ARC shall evaluate each non-cancelable obligation to determine its eligibility for include in Project costs.

**41. Termination for Cause.** If through any cause, Subgrantee shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if Subgrantee has or shall violate any of the covenants, representations or

stipulations of this Agreement, ARC shall thereupon have the right to terminate this Agreement by giving at least five (5) days written notice to Subgrantee of such termination and specifying the effective date thereof. In such an event, all information and materials produced under this Agreement and/or used in the performance of the scope of services shall, at the option of ARC, become its property. Subgrantee shall be entitled to receive just and equitable compensation for allowable costs incurred in the performance of the scope of service up to and including the effective date of termination as authorized in Attachment B. Notwithstanding the foregoing, Subgrantee shall not be relieved of liability to ARC for damages sustained by ARC caused by Subgrantee's breach. ARC may withhold any payments to Subgrantee for the purpose of set-off for damages caused by Subgrantee's breach, until the exact amount of such damages is determined.

42. **Termination Due to Non-Availability of Funds.** Notwithstanding any other provision of this Agreement, in the event that any of the funds for carrying out the functions to which this Agreement relates do not become available, then, upon written notice to Subgrantee, this Agreement may be immediately terminated without further obligation of ARC.
43. **Suspension Due to Non-Availability of Funds.** The Funding Agencies have the right to suspend financial assistance for this Project. Consequently, ARC reserves the same right regarding this Agreement. Such suspension would cause the withholding of further payments and/or prohibiting Subgrantee from incurring additional obligations during the suspension period. However, unless notified in writing to the contrary, such suspension would not invalidate obligations otherwise properly incurred by Subgrantee prior to the date of suspension to the extent that they are non-cancelable.
44. **Disputes and Appeals.** Any dispute concerning a question of fact arising under this Agreement shall be decided by ARC's Chief Operating Officer who shall promptly reduce such decision to writing and mail or otherwise furnish a copy thereof to Subgrantee.

Subgrantee agrees that the decision of ARC's Chief Operating Officer shall be final and conclusive unless, within ten (10) days of receipt of such copy, Subgrantee mails or otherwise furnishes a written request for appeal concerning the question of fact to ARC's Executive Director, who shall arrange a formal hearing within twenty (20) days after receipt of the appeal request. Both Subgrantee and ARC Chief Operating Officer shall have the right to present witnesses and give evidence concerning the question of fact at such a hearing. Within twenty (20) days after the hearing, the ARC Executive Director shall make her decision concerning the question of fact in writing to Subgrantee and to ARC's Chief Operating Officer.

Pending final decision of an appeal to the ARC Executive Director, Subgrantee shall proceed diligently with the performance of this Agreement and in accordance with the decision of ARC's Chief Operating Officer.

Subgrantee agrees that the decision of the ARC Executive Director concerning the disputed question of fact shall be final and conclusive unless determined by the Funding Agencies, the Comptroller General of the United States, or a court of competent jurisdiction to have been arbitrary, capricious, an abuse of discretion, or otherwise not in accordance with the law.

Subgrantee shall have written procedures through which its subcontractors (fourth party) may dispute and/or appeal a decision made by Subgrantee. Written notice of such procedures shall be provided by Subgrantee to each of its subcontractors.

45. **Force Majeure.** In no event shall either party be responsible or liable for any failure or delay in the performance of its obligations hereunder upon the occurrence of any circumstance beyond the control of either party, such as acts of God, war, acts of terrorism, government regulations, disaster, strikes, work stoppages, accidents, mandatory quarantines, pandemics, curfews, or other restrictions of movements, or civil disorder, to the extent that such circumstances make it illegal or impossible for either party to fulfill the terms of this Agreement. Any termination or delay in the performance of this Agreement without liability is conditioned upon delivery of written notice to the other party setting forth the basis for such termination as soon as reasonably practical, but in no event longer than ten (10) days, after learning of such basis. It is understood that both parties shall use reasonable efforts which are consistent

with industry standard to fulfill the performance of this Agreement to the extent feasible. Nothing in this Paragraph 45 shall be deemed to relieve Subgrantee from its liability for work performed by any subcontractor.

46. Severability. Any section, subsection, paragraph, term, condition, provision or other part of this Agreement that is judged, held, found, or declared to be voidable, void, invalid, illegal or otherwise not fully enforceable shall not affect any other part of this Agreement, and the remainder of this Agreement shall continue to be of full force and effect.
47. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.
48. Applicable Law. This Agreement shall be deemed to have been executed and performed in the State of Georgia and all questions of interpretations and construction shall be construed by the laws of the State of Georgia.

IN WITNESS WHEREOF, Subgrantee and ARC have executed this Agreement as of the day first above written.

GWINNETT COUNTY BOARD OF  
COMMISSIONERS

ATTEST:

By: \_\_\_\_\_

\_\_\_\_\_  
Title

ATLANTA REGIONAL COMMISSION  
229 Peachtree Street, NE  
Suite 100  
Atlanta, Georgia 30303

ATTEST:

By: \_\_\_\_\_  
ARC Assistant Secretary      Executive Director

**ATLANTA REGIONAL COMMISSION AREA ON AGING SUBGRANT CONTRACT**  
**ATTACHMENT A - SCOPE OF SERVICES**

Sub-grantee work under this contract will support the Atlanta Regional Commission (ARC) Aging and Independence Services strategy for service delivery and work plan as enumerated in the attached FFY 2026 Atlanta Regional Commission Budget Exhibit, in a manner consistent with the Scope of Services as outlined below, and all applicable Federal, State and ARC standards.

As a service provider under this contract, the sub-grantee shall:

1. Provide transportation services which meet the needs of adults **65** and older and persons with disabilities within the 10 County Metro Atlanta region including Cherokee, Clayton, Cobb, DeKalb, Douglas, Fayette, Fulton, Gwinnett, Henry, and Rockdale counties as submitted in the proposal which is by reference made a part of this contract.
2. Comply with policies and procedures specified in the DHS Transportation Manual and ensure compliance by all subcontractors as well. Ensure all required licensures, certifications, and inspections are up to date and meet DHS, FTA, ARC, State of Georgia, city, and/or municipality/ jurisdictional requirements, and promptly address the renewal and expiration of said requirements, to include mandated staff trainings and recertification.
3. Ensure recipients of services funded by ARC utilizing the DHS 5310 circular are subject to approved screening and assessment tools as determined by ARC at initial assessment and subsequent reviews; and that said assessments/reviews are administered by appropriate, qualified staff in accordance with DHS standards.
4. Attend or designate representation at all relevant regularly scheduled and/or called ARC sponsored meetings and trainings.
5. Meet all required fiscal and programmatic deadlines for reporting and data requirements consistent with ARC and DHS procedures. Create monthly invoices as designated by ARC consistent with the FFY 2026 Atlanta Regional Commission Budget Exhibit incorporated herein by reference. ARC will send out the FFY26 programmatic data report & invoicing template, as required by ARC for reimbursement. All invoices and additional reporting data must be submitted by the 6<sup>th</sup> day of the following month.
6. Participate in ARC on site financial and program monitoring and conduct annual independent monitoring of all sub-contractors and/or voucher programs.

7. Implement cost sharing for all eligible services, according to the cost sharing fee scale approved by DHS. Fees generated must be used to expand service for which such payment was rendered. Documentation of proper record and accountability of funds should be maintained for inspection upon request.
8. Promptly notify ARC of any deviations from the approved FFY 2026 Atlanta Regional Commission Budget Exhibit incorporated herein by reference. Such notification must be requested in writing to make any changes in the FFY 2026 Atlanta Regional Commission Budget sheet and await ARC approval.
9. Comply with all Health Information Privacy and Accountability Act (HIPAA) regulations and abide by all state and federal laws, rules and regulations, and ARC, DHS policies and procedures including implementing appropriate security procedures to protect the confidentiality of client records, identity, and status information, unless written permission is granted by the client or legal guardian to release specific information to specified persons for a specified period of time. Contractor further agrees to implement appropriate security procedures to protect the confidentiality and privacy of client information during interviews and/or maintained in automated or manual systems, including laptop computers, fax, email, phones, and web-based systems, as is hereby acknowledged by affixing signature to Attachment "C" - Business Associate Agreement.

**ATLANTA REGIONAL COMMISSION  
AREA ON AGING SUBGRANT**

**ATTACHMENT B  
COMPENSATION AND METHOD OF PAYMENT**

I. Compensation: In no event will the total compensation and reimbursement, if any, to be paid to the Subgrantee under this contract exceed the sum of \$67,200.00, which includes the local match. A breakdown of this budget is attached to and made part of this contract for financial reporting, monitoring, and audit purposes. The Subgrantee expressly agrees that it shall do, perform and carry out in a satisfactory and proper manner, as determined by ARC, all of the work and services described in Attachment A.

II. Method of Payment: The following method of payment will be used for this project:

A. Progress Payments: The Subgrantee shall be entitled to receive progress payments on a monthly basis during the existence of this contract, the Subgrantee shall submit to ARC an invoice for payment documenting work performed during the invoice period. Any work for which payment is requested may be disallowed at ARC's reasonable discretion if not properly documented in the required monthly progress report. Invoices properly submitted shall be paid or rejected within 45 days of receipt by ARC.

B. Invoices: Invoices shall be submitted to: [5310@atlantaregional.org](mailto:5310@atlantaregional.org)

Upon the basis of its audit and review of such invoice and its review and approval of the monthly reports called for in the contract, ARC will, at the request of the Subgrantee, make payments to the Subgrantee as the work progresses, but not more often than once a month.

Subgrantee's monthly invoices and monthly narrative progress reports are to be received by ARC no later than the 6<sup>th</sup> day of each month unless otherwise approved by ARC. Invoices shall include a description of work completed, a unique invoice number, the period of performance in which the work completed took place, and a valid payment address. ARC may, at its discretion, disallow payment of all or part of an invoice received after this deadline.

C. Final Payment: Final payment shall only be made upon determination by ARC that all requirements hereunder have been completed. Upon such determination and upon submittal of a final invoice, ARC shall pay all compensation due to the Subgrantee, less the total of all previous progress payments made.

Subgrantee's final invoice and final narrative progress report must be received by ARC no later than fifteen days after the project completion date specified in the contract. ARC may, at its discretion, disallow all or part of a final invoice received after this deadline.

III. Access to Records: The Subgrantee agrees that ARC, the Concerned Funding Agency or Agencies and, if appropriate, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers, and

records of the contractor which are directly pertinent to the project for the purpose of making audit, examination, excerpts and transcriptions."

- IV. Financial Management System: The Subgrantee certifies that its financial management system currently complies and will continue to comply with all of the standards for financial management systems specified in the Common Rule.
- V. Property Management Standards. The Subgrantee certifies that its property management standards for nonexpendable personal property, as defined in the Common Rule acquired in whole or in part with funds provided by ARC through this Contract currently comply and will continue to comply with all of the standards for property management specified in The Common Rule. The Subgrantee agrees that it will abide by the procedures specified in the Common Rule governing ownership, use and disposition of nonexpendable personal property acquired in whole or in part with funds provided by ARC through this Contract.
- VI. Audits. The Subgrantee shall cause audits to be accomplished in a manner consistent with the Common Rule, OMB Circulars A-128 or A- 133 as appropriate. Copies of all of the reports resulting from said audits shall be submitted to ARC no later than 30 calendar days after they are received by the Subgrantee.
- VII. MBE by Minority Business Enterprise in Department of Transportation Programs
  - A. Policy. It is the policy of ARC and the Department of Transportation that minority business enterprises as defined in 49 CFR Part 23 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds under this agreement. Consequently, the MBE requirements of 49 CFR Part 23 apply to this agreement.
  - B. MBE Obligation. The Consultant (or Subgrantee) agrees to ensure that minority business enterprises as defined in 49 CFR Part 23 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds provided under this agreement. In this regard, all recipients or contractors shall take all necessary and reasonable steps in accordance with 49 CFR Part 23 to ensure that minority business enterprises have the maximum opportunity to compete for and perform contracts. Recipients and their contractors shall not discriminate on the basis of race, color, national origin or sex in the award and performance of DOT-assisted contracts.

**Gwinnett**  
**5310 FY'26 Budget**  
**Initial Allocation**

Grant

FTA Section 5310

Provider	Activity	FY Cost Center	Federal Allocation (Payment Amount)		Local Match	Contract Amount
Gwinnett	Capital	608ED3	53,760.00	13,440.00	67,200.00	
<b>Gwinnett Total</b>			<b>53,760.00</b>	<b>13,440.00</b>		<b>67,200.00</b>
<b>Grand Total</b>			<b>53,760.00</b>	<b>13,440.00</b>		<b>67,200.00</b>

## **Form 1: CONTRACTOR/VENDOR INFORMATION**

**Legal name & address  
of entity:**

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*If different from above-*

**Legal name of Payee:**

**Payment Address:**

(If additional addresses are needed, identify each and its purpose on the reverse of this page.)

**Legal entity status (please mark all that apply):**

Corporation/C-Corp LLC/S-Corp LLC       Individual/Sole-Proprietor/Single Member LLC  
 Partnership/LLC Partnership/LLP       Government: Federal/State/Local/Authority  
 Non-Profit: 501(c)(3)/501(c)(4)       Other: (describe) \_\_\_\_\_

(Federal) Employer Identification Number: \_\_\_\_\_

OR

Social Security Number (for an individual): \_\_\_\_\_

Is this contractor/vendor an attorney/law firm? YES \_\_\_\_\_ NO \_\_\_\_\_

Is this contractor/vendor debarred, suspended, ineligible or excluded from participation in federally funded projects? YES \_\_\_\_\_ NO \_\_\_\_\_

E-verify Status: \_\_\_\_\_ Registered: E-verify Number \_\_\_\_\_ DUNS Number \_\_\_\_\_  
\_\_\_\_\_ Not Registered

Is this contractor/vendor a:

Disadvantaged Business Enterprise under 49 CFR Part 26? YES \_\_\_\_\_ NO \_\_\_\_\_

Minority or Women Business Enterprise under 49 CFR Part 23? YES \_\_\_\_\_ NO \_\_\_\_\_

Attach a copy of current certification(s).

Is this contractor/vendor a Non-federal entity that expends \$750,000 or more in a year in Federal awards? YES \_\_\_\_\_ NO \_\_\_\_\_

If so, attach a copy of most recent single or program-specific audit conducted in accordance with the provisions of OMB Circular A-133.

**Certified true and correct:**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Form 2: CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – LOWER TIER COVERED TRANSACTIONS AND LOBBYING

### 1. DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION- LOWER TIER COVERED TRANSACTIONS

The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 45 CFR Part 76, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

The terms "covered transaction", "debarred", "suspended", "ineligible", "lower-tier covered transaction", "participant", "person", "primary covered transaction", "principal", "proposal", and "voluntarily excluded", as used in this clause have the meaning set forth in the Definitions and Coverage sections of rules implementing Executive Order 12549.

The prospective lower tier participant certifies that, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

Where the prospective lower tier participant is unable to certify to any of its statements in this certification, such prospective participant shall attach an explanation to this proposal.

### 2. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code (as implemented at 45 CFR Part 93), the applicant certifies that to the best of his or her knowledge and belief that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any persons for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above applicable certification(s).

NAME OF APPLICANT

AWARD NUMBER and/or PROJECT NAME

PRINTED NAME OF AUTHORIZED REPRESENTATIVE

TITLE OF AUTHORIZED REPRESENTATIVE

SIGNATURE OF AUTHORIZED REPRESENTATIVE

DATE

REV ARC 05/08

**Form 3: GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT  
AFFIDAVIT CONTRACTOR AFFIDAVIT**

By executing this affidavit, the undersigned person or entity verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the individual, firm or entity which is engaged in the physical performance of services under a contract with the Atlanta Regional Commission has registered with and is participating in a federal work authorization program, in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned person or entity further agrees that it will continue to use the federal work authorization program throughout the contract period, and it will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the undersigned with the information required by O.C.G.A. 13-10-91(b).

The undersigned person or entity further agrees to maintain records of such compliance and provide a copy of each such verification to the Atlanta Regional Commission within five (5) business days after any subcontractor is retained or performs such service.

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EEV / E-Verify™ Company Identification Number

---

Date of Authorization

---

Company Name

---

Signature of Authorized Officer or Agent

---

Title of Authorized Officer or Agent

---

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE

\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

---

\_\_\_\_\_  
Notary Public

[NOTARY SEAL]

My Commission Expires:

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260126				
Department:	Human Resources	Date Submitted:	01/12/2026	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	ckprimavera	Multiple Depts?		
Agenda Type	Approval/authorization			
Item of Business:		Locked by Purchasing	No	
for the Chairwoman to execute a Resolution providing for a salary supplement for the Tax Commissioner of Gwinnett County.				
Attachments	Justification Memo, Resolution			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Approval			
BAC Action:				
Department Head	asmcallister (1/15/2026)			
Attorney	grschroff (1/16/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
No	General	*	\$35,000	brainey (1/16/2026)
Finance Comments	*Adjust budget as necessary to fund this request if salary savings from vacancies are not sufficient.			FinDir's Initials raroyal (1/16/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	No Action Taken
Tabled		
Motion		
2nd by		
		Vote



## MEMORANDUM

TO: Chairwoman  
District Commissioners

FROM: Adrienne McAllister   
Director of Human Resources

SUBJECT: A Resolution Providing for a Salary Supplement for the Tax Commissioner of Gwinnett County

DATE: January 20, 2026

### Action Requested

Approval/Authorization of a Resolution providing a local annualized salary supplement of \$35,000 for the Tax Commissioner of Gwinnett County, effective January 1, 2026.

### Discussion

Georgia State law expressly authorizes the county's governing authorities to supplement the minimum salary of the Tax Commissioner of Gwinnett County (Article IX, Section I, Paragraph III of the Georgia Constitution and O.C.G.A. § 48-5-183(b)(3)).

The Tax Commissioner of Gwinnett County serves the second largest county in Georgia, overseeing operations across six offices. The role entails substantial statutory and operational responsibilities, including tax billing, collection and disbursement, administration of homestead exemptions, and serves as the state agent for motor vehicle registration, titling, and revenue distribution. These duties require executive-level oversight and significant time commitment.

It has been determined that the current compensation is not aligned with the scope and responsibilities, or with salaries of similarly situated constitutional officers within the County. The proposed supplement recognizes the workload, complexity, and Gwinnett Standard-level of service required to manage this office.

The annual cost of the supplement is \$35,000, paid in equal monthly installments, and subject to future cost-of-living adjustments afforded to County employees.

I respectfully request your consideration and approval of this resolution at your January 20, 2026, meeting. If you have any questions, please contact me on 770.822.7914.

**GWINNETT COUNTY**

**BOARD OF COMMISSIONERS**

**LAWRENCEVILLE, GEORGIA**

**RESOLUTION ENTITLED: A RESOLUTION PROVIDING FOR A SALARY SUPPLEMENT FOR THE TAX COMMISSIONER OF GWINNETT COUNTY**

**ADOPTION DATE: JANUARY 20, 2026**

At the regular meeting of the Gwinnett County Board of Commissioners held in the Gwinnett Justice and Administration Center, Auditorium, 75 Langley Drive, Lawrenceville, Georgia.

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<b>Name</b>	<b>Present</b>	<b>Vote</b>
Nicole L. Hendrickson, Chairwoman		
Kirkland D. Carden, District 1		
Ben Ku, District 2		
Jasper Watkins, III, District 3		
Matthew Holtkamp, District 4		

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On motion of Commissioner \_\_\_\_\_, which carried by a vote of \_\_\_, the following is hereby adopted:

**A RESOLUTION PROVIDING FOR A SALARY SUPPLEMENT FOR THE TAX COMMISSIONER OF GWINNETT COUNTY**

**WHEREAS**, Article IX, Section I, Paragraph III of the Constitution of the State of Georgia established the office of the tax commissioner as an elected county officer and provides that minimum compensation for the Tax Commissioner may be established by the General Assembly by general law; and

**WHEREAS**, Article IX, Section I, Paragraph III of the Constitution of the State of Georgia also provides that the minimum compensation of the Tax Commissioner may be supplemented by local law or, if such authority is delegated by local law, by action of the county governing authority; and

**WHEREAS**, O.C.G.A. § 48-5-183(b)(3) authorizes county governing authorities to supplement the minimum annual salary of the tax commissioner in such amount as the governing authority may fix from time to time; and

**WHEREAS**, the Tax Commissioner of Gwinnett County serves the second largest county in Georgia, operating six offices within the County, and the duties and

responsibilities of the Tax Commissioner of Gwinnett County require significant time and work; and

**WHEREAS**, as part of her statutory duties, the Tax Commissioner of Gwinnett County is responsible for billing, collecting and disbursing personal and property taxes and administering homestead exemptions; and

**WHEREAS**, in addition to these statutory duties and responsibilities, the Tax Commissioner of Gwinnett County serves as an agent for the state of Georgia registering and titling motor vehicles and disbursing associated revenue; and

**WHEREAS**, the Board of Commissioners recognizes that the current salary of the Tax Commissioner of Gwinnett County is not at a level in keeping with the salaries of similarly situated constitutional officers in Gwinnett County; and

**WHEREAS**, the Board of Commissioners desires to authorize a local salary supplement for the Tax Commissioner of Gwinnett County at a level that recognizes the number of hours necessary to perform the duties and responsibilities of the Tax Commissioner of the second largest county in Georgia and perform them at a level that reflects the Gwinnett Standard; and

**NOW, THEREFORE, BE IT RESOLVED** by the Gwinnett County Board of Commissioners that in accordance with O.C.G.A. § 48-5-183(b)(3), a local salary supplement for the Tax Commissioner of Gwinnett County is authorized in the amount of \$35,000.00 annually, which shall be applicable to the compensation of the Tax Commissioner as calculated under general law and/or local law.

**BE IT FURTHER RESOLVED** that the supplement authorized herein shall be paid to the Tax Commissioner of Gwinnett County in equal monthly installments in the same manner as the Tax Commissioner's base salary.

**BE IT FURTHER RESOLVED** that cost-of-living increases granted to Gwinnett County employees generally after the effective date of this resolution shall be applied to such supplement.

**BE IT FURTHER RESOLVED** that this Resolution shall be effective as of January 1, 2026.

**SO RESOLVED** by official act of the Board of Commissioners of Gwinnett County this \_\_\_\_ day of \_\_\_\_\_, 2026.

By: \_\_\_\_\_

NICOLE LOVE HENDRICKSON  
CHAIRWOMAN, GWINNETT BOARD OF COMMISSIONERS

ATTEST:	APPROVED AS TO FORM:
BY: _____ TINA KING, COUNTY CLERK	BY: _____ DEPUTY COUNTY ATTORNEY

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260056				
Department:	Information Technology Services		Date Submitted:	12/22/2025
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	Purchasing - Brandi Cantie - BW		Multiple Depts?	No
Agenda Type	Award			
Item of Business:			Locked by Purchasing	No
<p>BL143-25, provision of VMware Cloud Licensing and Live Recovery Protection on a multi-year contract, to New Tech Solutions, Inc. The initial term of this contract shall be January 20, 2026 through December 31, 2026, amount not to exceed \$1,027,134.95. This contract may be automatically renewed on an annual basis for a total lifetime contract term of five (5) years, total amount not to exceed \$5,135,674.75.</p>				
Attachments	Summary Sheet, Justification Letter, Tabulation			
Authorization: Chairwoman's Signature?	<input type="checkbox"/> No			
Staff Recommendation	Award			
BAC Action:				
Department Head	daparks (12/29/2025)			
Attorney	grschroff (1/12/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Admin Support	*	\$5,135,675	brainey (1/9/2026)
Finance Comments	*The current balance in Technical Services is checked as items are purchased and services are provided. For FY2026, \$1,027,135 is allocated. For FY2027-30, \$4,108,540 is subject to budget approval.			FinDir's Initials raroyal (1/9/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		Vote
Action	New Item	
Tabled		
Motion		
2nd by		
		No Action Taken

**SUMMARY – BL143-25****Provision of VMware Cloud Licensing and Live Recovery Protection on a Multi-Year Contract**

<b>PURPOSE:</b>	The VMware production support and subscription licenses are crucial to provide ongoing technical support and maintenance for the Gwinnett County Government virtual machine (VM) environment.
<b>LOCATION:</b>	Various locations throughout Gwinnett County
<b>AMOUNT TO BE SPENT:</b>	\$1,027,134.95 (initial contract term) \$5,135,674.75 (full contract term)
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$592,439.13
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$592,439.13
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	An accurate increase/decrease cannot be calculated due to changes in the scope of the contract.
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	2,948 48 website viewings
<b>NUMBER OF RESPONSES:</b>	7
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	No
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	Janauary 20, 2026 through December 31, 2030

COMMENTS:



## MEMORANDUM

TO: Bethany White, Purchasing Associate II  
Department of Financial Services  
DOR  
THROUGH: Dorothy Parks, Director/ CIO  
Department of Information Technology Services  
TY  
FROM: Tor Yang, Division Director  
Department of Information Technology Services  
SUBJECT: Recommendation to Award BL143-25 Provision of VMware Cloud Licensing and Live Recovery Protection on a Multi-Year Contract  
DATE: December 18, 2025

### REQUESTED ACTION

The Department of Information Technology Services recommends award of the above referenced contract to New Tech Solutions, Inc. in the amount not to exceed \$1,027,134.95. This will be a multi-year contract for five (5) years and a total contract amount of \$5,135,674.75.

### DESCRIPTION

The VMware production support and subscription licenses are crucial to provide ongoing technical support and maintenance for the Gwinnett County Government virtual machine (VM) environment. These virtual machine (VM) licenses are currently being utilized on 60 virtual machine (VM) hosts and 950 virtual machine (VM) guests with the following critical features and functionalities:

- High availability (HA) and Virtual motion (vMotion) with seamless failover between VM hosts.
- Disaster Recovery utilizing Site Recovery Manager (SRM) between GJAC and E911.
- VMware vSphere and VMware vCenter

In addition, the VM environment currently supports the following entities/departments:

- Public Safety Environment
  - Police Services
  - Sheriff Headquarters
  - Fire and Emergency Services
  - Corrections
- Tax Assessors
- Clerk of Courts
- Law Library
- SAP Human Resources, SAP Financials, SAP ISU (Industry Solutions Utilities)
- Online Bill Pay and all other Water Resources on-line functionalities

- Revenue License, all modules
- SAP MM (Materials Management) and WM (Warehouse Management)
- All SAP/FileNet interfaces
- Solid Waste Hauler Search
- Crystal and Business Objects Reporting

References checked?  Yes  No

#### **FINANCIAL**

1. Estimated amount to be spent: \$1,027,134.95 (Initial contract term)  
\$5,135,674.75 (Full contract term)
2. Projected amount to be spent previous contract period: \$592,439.13
3. Do total obligations agree with "Action Requested"? Yes  No
4. Budgeted: Yes  No
5. Grant Funded: Yes  No
6. SPLOST Funded: Yes  No
7. Contact name: Constance Clinkscales Contact phone: 770-822-8987

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260096				
Department:	Law Department	Date Submitted:	01/06/2026	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	dsnightthunder	Multiple Depts?		
Agenda Type	Approval			
Item of Business:		Locked by Purchasing	No	
of the settlement in the case of Amanda Zapata Campos v. Gwinnett County, State Court of Gwinnett County, Georgia, Civil Action File Number 25-C-01780-S3, in the amount of \$400,000.00.				
Attachments	Justification Letter			
Authorization: Chairwoman's Signature?	No			
Staff Recommendation				
BAC Action:				
Department Head	mpludwiczak (1/8/2026)			
Attorney	brdempsey (1/16/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Automobile Liability	*	\$400,000	brainey (1/14/2026)
Finance Comments	*Adjust appropriations and revenues as necessary.			FinDir's Initials raroyal (1/14/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	
Tabled		
Motion		
2nd by		
		Vote
		No Action Taken



## MEMORANDUM

TO: Chairwoman  
District Commissioners

THROUGH: Michael P. Ludwiczak *ML*  
County Attorney

FROM: Brian R. Dempsey *BD*  
Deputy County Attorney

SUBJECT: 2026-0096 Amanda Zapata Campos v. Gwinnett County  
State Court of Gwinnett County, Georgia  
Civil Action File Number: 25-C-01780-S3

DATE: January 6, 2026

### **ITEM OF BUSINESS**

Approval of the settlement in the case of Amanda Zapata Campos v. Gwinnett County, State Court of Gwinnett County, Georgia, Civil Action File Number 25-C-01780-S3, in the amount of \$400,000.00.

### **BACKGROUND AND DISCUSSION**

On August 26, 2023, Amanda Zapata Campos was a passenger in a vehicle involved in an accident with a County-owned motor vehicle. The County employee was listed as the at-fault driver in the accident report. Ms. Campos sustained bodily injuries from the accident and incurred significant medical expenses. The settlement of this claim would result in a full release of all claims against Gwinnett County and its officers, agents, and employees. Please let us know if you have any questions concerning this matter.

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260049				
Department:	Law Department	Date Submitted:	12/19/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	nhjackson	Multiple Depts?		
Agenda Type	Approval/authorization			
Item of Business:		Locked by Purchasing	No	
<p>for Declaration of Taking Condemnation proceedings for the property of the Milam Inspiration Living Trust, consisting of 104,589 square feet of permanent utility easement and 121,646 square feet of 24 month temporary construction easement, Tax Parcel Nos. R7243 001, R7243 170, and R7246 001, 1 Inspiration Drive, Duluth, Georgia, amount \$615,700.00. This project is funded by the Water and Sewer Renewal &amp; Extension Fund.</p>				
Attachments	Justification Memo, Resolution, Maps			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation				
BAC Action:				
Department Head	mpludwiczak (1/9/2026)			
Attorney	nlwood (1/14/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Water & Sewer R&E	*	\$615,700	brainey (1/14/2026)
Finance Comments	*Amount available in Cascade Falls Gravity Sewer & PS Decommissioning project.			FinDir's Initials raroyal (1/14/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		Vote
Motion		
2nd by		



## MEMORANDUM

TO: Chairwoman  
District Commissioners

THROUGH: Michael P. Ludwiczak *M2*  
County Attorney

FROM: Nathan L. Wood *NW*  
Senior Assistant County Attorney

SUBJECT: Declaration of Taking – GCID 2026-0049

DATE: December 23, 2025

### **ITEM OF BUSINESS**

Approval/Authorization for Declaration of Taking Condemnation proceedings for the property of the Milam Inspiration Living Trust, consisting of 104,589 square feet of permanent utility easement and 121,646 square feet of 24 month temporary construction easement, Tax Parcel No. R7243 001, R7243 170, and R7246 001, 1 Inspiration Drive, Duluth, GA, amount \$615,700.00. This project is funded by the Water and Sewer Renewal & Extension Fund.

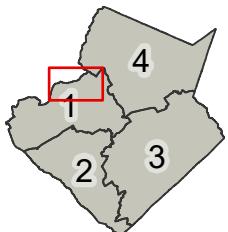
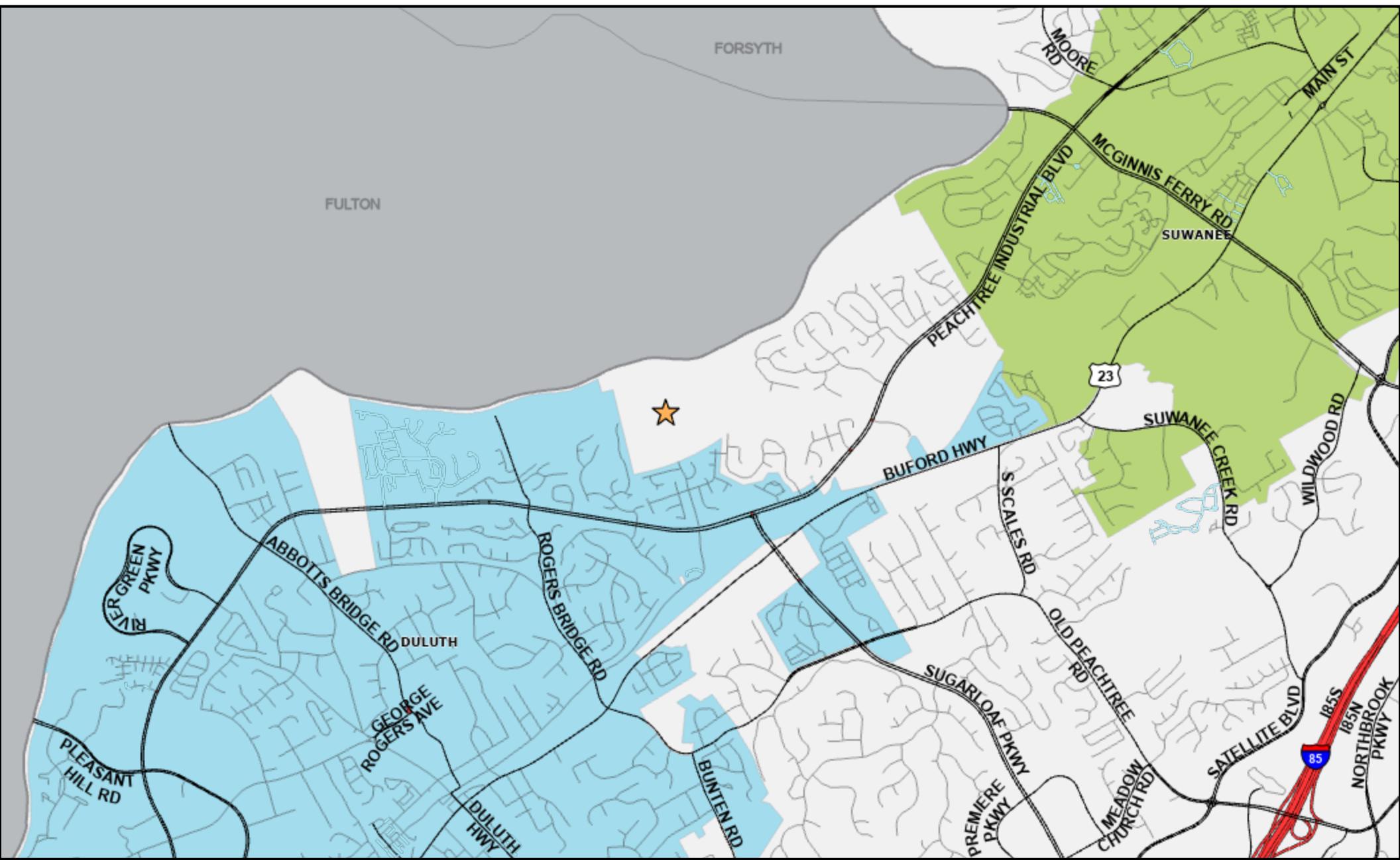
### **BACKGROUND AND DISCUSSION**

Through this agenda item, the Law Department requests that the Board of Commissioners approve the execution of the attached Resolution which authorizes the filing of a Declaration of Taking proceeding to acquire 104,589 square feet of permanent utility easement and 121,646 square feet of 24 month temporary construction easement. The estimated amount of just and adequate compensation for the acquisition is \$615,700.00.

The subject property is an 80.67 acre undeveloped assemblage of parcels along the Chattahoochee River. The property is located in District 1 and is zoned R-75, and RA-200. The easement area to be acquired consists of open and wooded areas along the Chattahoochee River. Representatives for the Milam Inspiration Trust are in discussions with the County, but to date have not agreed to the County's fair market offers and have not made any counteroffer. This project is necessary to provide additional gravity sewer system capacity to the North Chattahoochee Interceptor which serves the northern portion of the County.

If you have any questions with regard to this matter, please do not hesitate to contact me at extension 822-8709.

# NCI PHASE II

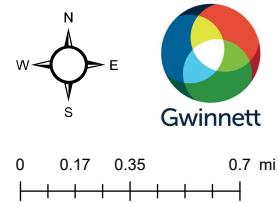


Project Name: NCI Phase II

GCID: 2026-0049

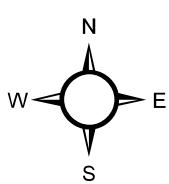
Commission District: 1

12/23/2025 1:01 PM





NCI Sewer Project- Milam Trust Property

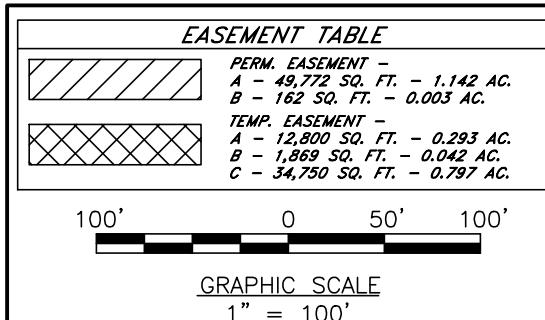


0 105 210 420 630 840 Feet

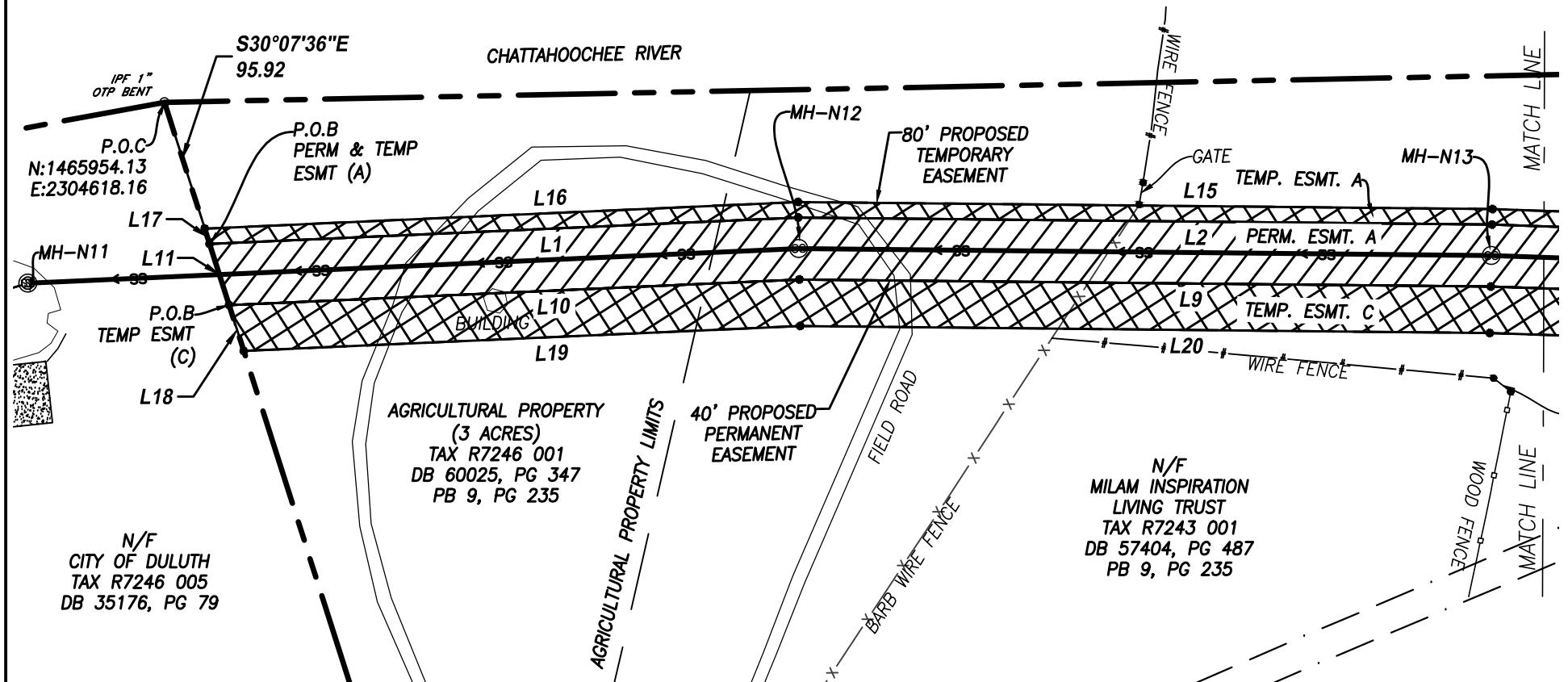


Gwinnett

## Exhibit "A-1"



Jason Jader  
07-08-2024



DATE	07/08/24
SCALE	1" = 100'
DRAWING NO.	SHEET 1/3



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Engineers - Surveyors - Construction Management

GCDWR  
LAND LOT 243 & 246 OF THE 7TH DISTRICT  
GWINNETT COUNTY, GEORGIA  
DULUTH AREA NCI EXPANSION  
DULUTH PROPERTY TAX ID 7243-00

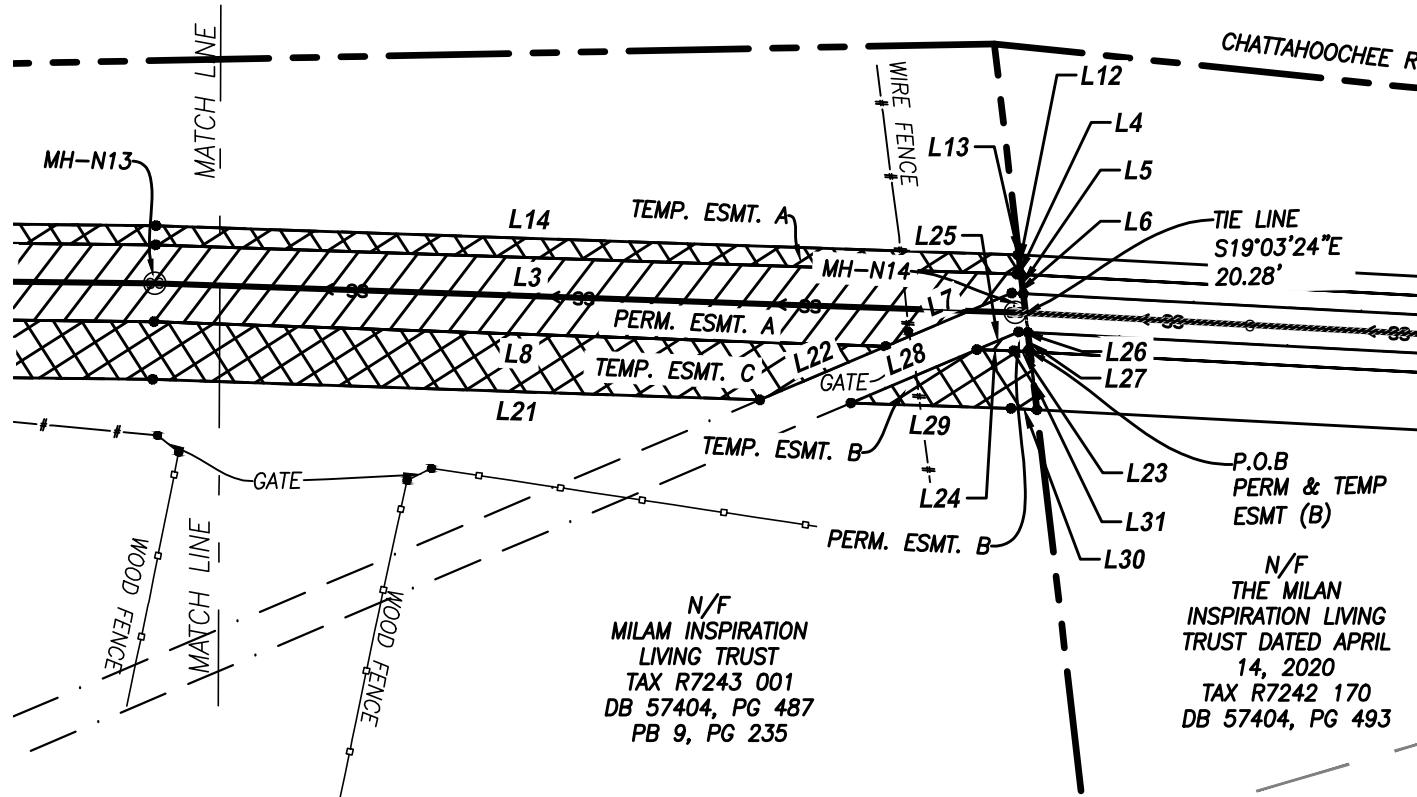
<b>EASEMENT TABLE</b>	
	<b>PERM. EASEMENT -</b>
	<b>A - 49,772 SQ. FT. - 1.142 AC.</b>
	<b>B - 162 SQ. FT. - 0.003 AC.</b>
	<b>TEMP. EASEMENT -</b>
	<b>A - 12,800 SQ. FT. - 0.293 AC.</b>
	<b>B - 1,869 SQ. FT. - 0.042 AC.</b>
	<b>C - 34,750 SQ. FT. - 0.797 AC.</b>

Jason Salom  
07-08-2024



A horizontal scale bar with tick marks at 100', 0, 50', and 100'. The bar is divided into four equal segments by the tick marks, with the first and last segments being white and the middle two being black.

GRAPHIC SCALE



DATE	07/08/24
SCALE	1" = 100'
DRAWING NO.	SHEET 2/3
7857	

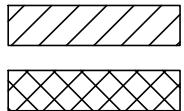


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GCDWR  
LAND LOT 243 & 246 OF THE 7TH DISTRICT  
GWINNETT COUNTY, GEORGIA  
DULUTH AREA NCI EXPANSION  
DULUTH PROPERTY TAX ID 7243-00

No.	DATE	REVISION	BY
1	8/23/2024	ADD AGRICULTURAL PROPERTY LIMITS	JH

## *EASEMENT TABLE*



**PERM. EASEMENT -**  
**A - 49,772 SQ. FT. - 1.142 AC.**  
**B - 162 SQ. FT. - 0.003 AC.**

**TEMP. EASEMENT -**  
**A - 12,800 SQ. FT. - 0.293 AC.**  
**B - 1,869 SQ. FT. - 0.042 AC.**  
**C - 34,750 SQ. FT. - 0.797 AC.**

  
07-08-2024

1 07-08-202



PERM. ESMT. (A) CALL TABLE

Line #	Length	Direction
L1	380.26	N74° 59' 40"E
L2	447.79	N78° 09' 20"E
L3	448.77	N79° 30' 32"E
L4	2.20	N80° 36' 06"E
L5	10.14	S19° 03' 24"E
L6	6.02	S80° 36' 06"W
L7	71.32	S54° 35' 46"W
L8	381.31	S79° 30' 32"W
L9	446.21	S78° 09' 20"W
L10	368.35	S74° 59' 40"W
L11	41.43	N30° 07' 36"W

TEMP. ESMT. (A) CALL TABLE

Line #	Length	Direction
L1	380.26	N74° 59' 40"E
L2	447.79	N78° 09' 20"E
L3	448.77	N79° 30' 32"E
L4	2.20	N80° 36' 06"E
L12	10.14	N19° 03' 24"W
L14	448.98	S79° 30' 32"W
L15	448.18	S78° 09' 20"W
L16	383.24	S74° 59' 40"W
L17	10.36	S30° 07' 36"E
L13	0.59	S80° 36' 06"W

PERM. ESMT. (B) CALL TABLE

Line #	Length	Direction
L23	8.63	S80° 36' 06"W
L24	19.13	S79° 30' 32"W
L25	23.64	N54° 35' 46"E
L26	4.81	N80° 36' 06"E
L27	10.14	S19° 03' 24"E

TEMP. FSMT. (B) CALL TABLE

Line #	Length	Direction
L23	8.63	S80° 36' 06"W
L24	19.13	S79° 30' 32"W
L28	71.22	S54° 35' 46"W
L29	83.44	N79° 30' 32"E
L30	13.45	N80° 36' 06"E
L31	30.43	N19° 03' 24"W

TEMP. ESMT. (C) CALL TABLE

Line #	Length	Direction
L8	381.31	S79° 30' 32"W
L9	446.21	S78° 09' 20"W
L10	368.35	S74° 59' 40"W
L18	31.08	S30° 07' 36"E
L19	359.42	N74° 59' 40"E
L20	445.03	N78° 09' 20"E
L21	316.36	N79° 30' 32"E
L22	71.22	N54° 35' 46"E

DATE 07/08/24

SCALE 1" = 100'

<b>DRAWING NO.</b>	<b>SHEET</b>
------------------------	--------------

The logo for Patterson & Dewar Engineers. It features a circular emblem on the left containing a stylized, multi-layered structure that looks like a cross-section of a building or a series of pipes. To the right of the emblem, the company name "patterson & dewar" is written in a lowercase, sans-serif font. Below that, the word "ENGINEERS" is written in a smaller, all-caps, sans-serif font.

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(770) 453-1410 | pdengineers.com  
Engineers - Surveyors - Construction Management

GCDWR

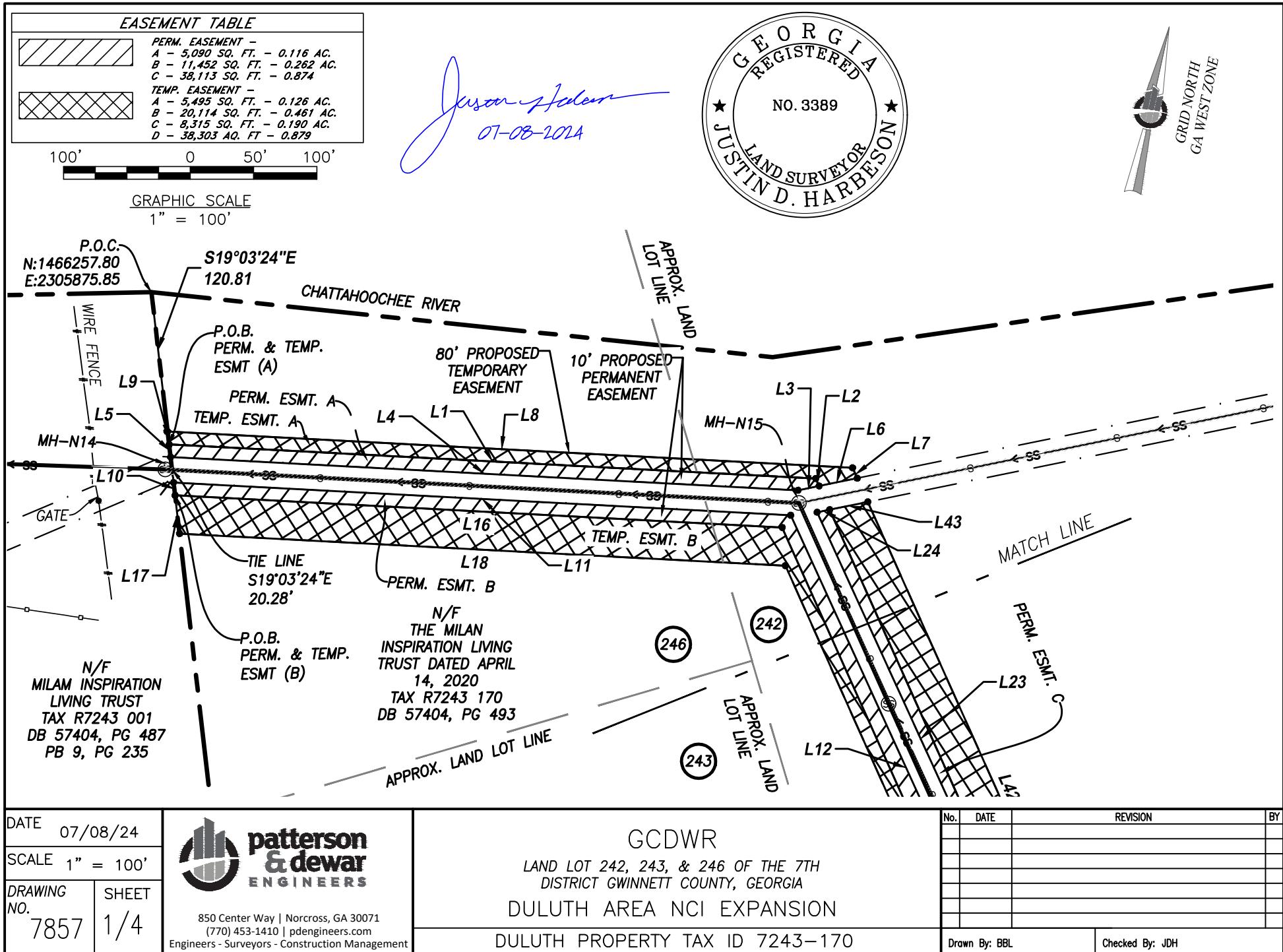
LAND LOT 243 & 246 OF THE 7TH DISTRICT  
GWINNETT COUNTY, GEORGIA

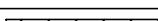
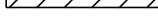
## DULUTH AREA NCI EXPANSION

DULUTH PROPERTY TAX ID 7243-001

No.	DATE	REVISION	BY
1	8/23/2024	ADD AGRICULTURAL PROPERTY LIMITS	JH

## Exhibit "A-2"

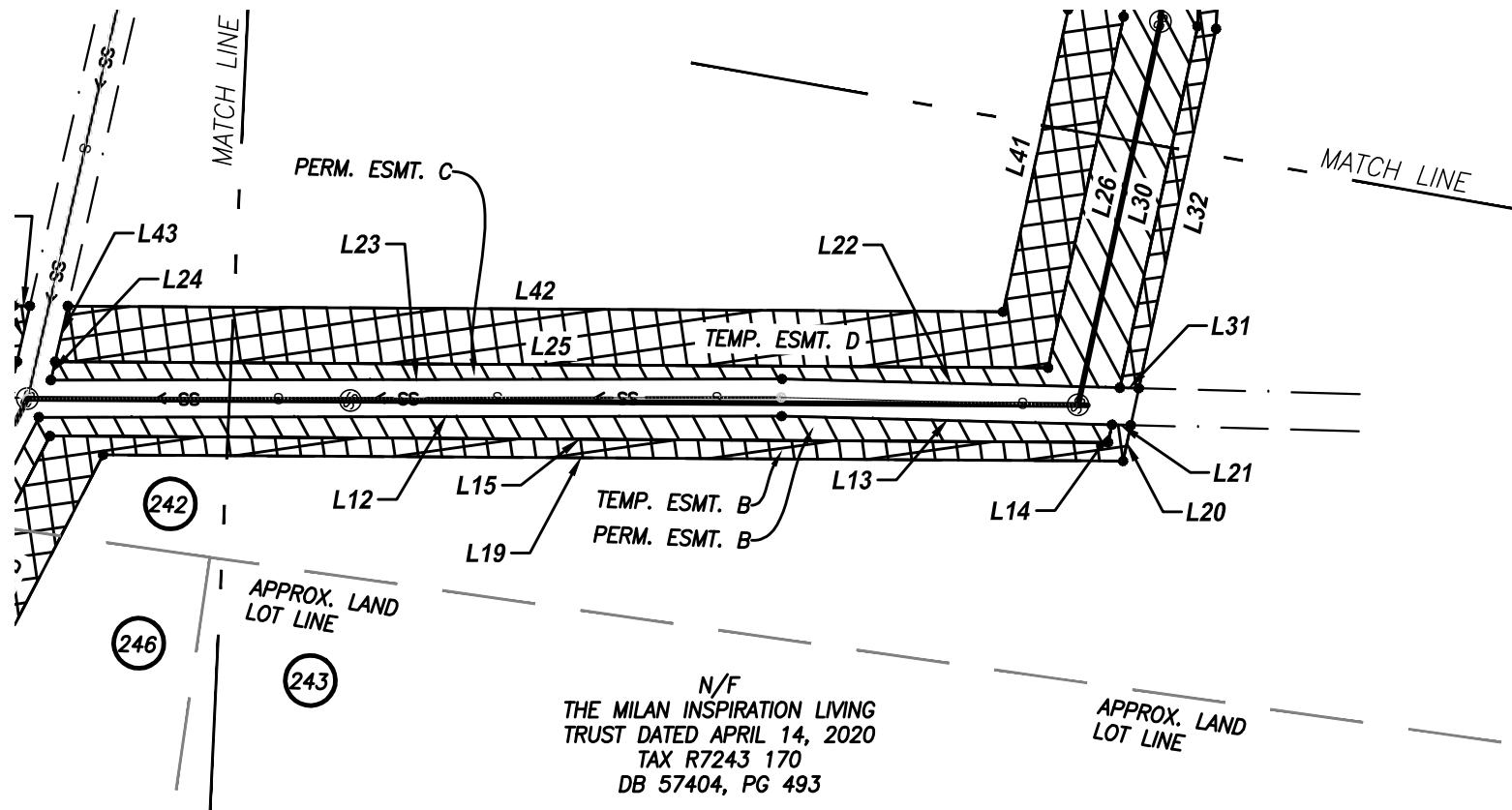


<b>EASEMENT TABLE</b>	
	<b>PERM. EASEMENT -</b>
	A - 5,090 SQ. FT. - 0.116 AC.
	B - 11,452 SQ. FT. - 0.262 AC.
	C - 38,113 SQ. FT. - 0.874 AC.
	<b>TEMP. EASEMENT -</b>
	A - 5,495 SQ. FT. - 0.126 AC.
	B - 20,114 SQ. FT. - 0.461 AC.
	C - 8,315 SQ. FT. - 0.190 AC.
	D - 38,303 SQ. FT. - 0.879 AC.

*Jason J. Tolson*  
07-08-2024



GRAPHIC SCALE



N/F  
THE MILAN INSPIRATION LIVING  
TRUST DATED APRIL 14, 2020  
TAX R7243 170  
DB 57404, PG 493

DATE	07/08/24
SCALE	1" = 100'
DRAWING NO.	SHEET 2/4
7857	



**patterson  
& dewar  
ENGINEERS**

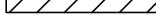
850 Center Way | Norcross, GA 30071  
(770) 453-1410 | pdengineers.com  
Engineers - Surveyors - Construction Management

GCDWR

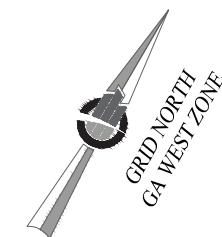
LAND LOT 242, 243, & 246 OF THE 7TH  
DISTRICT GWINNETT COUNTY, GEORGIA

## DULUTH AREA NCI EXPANSION

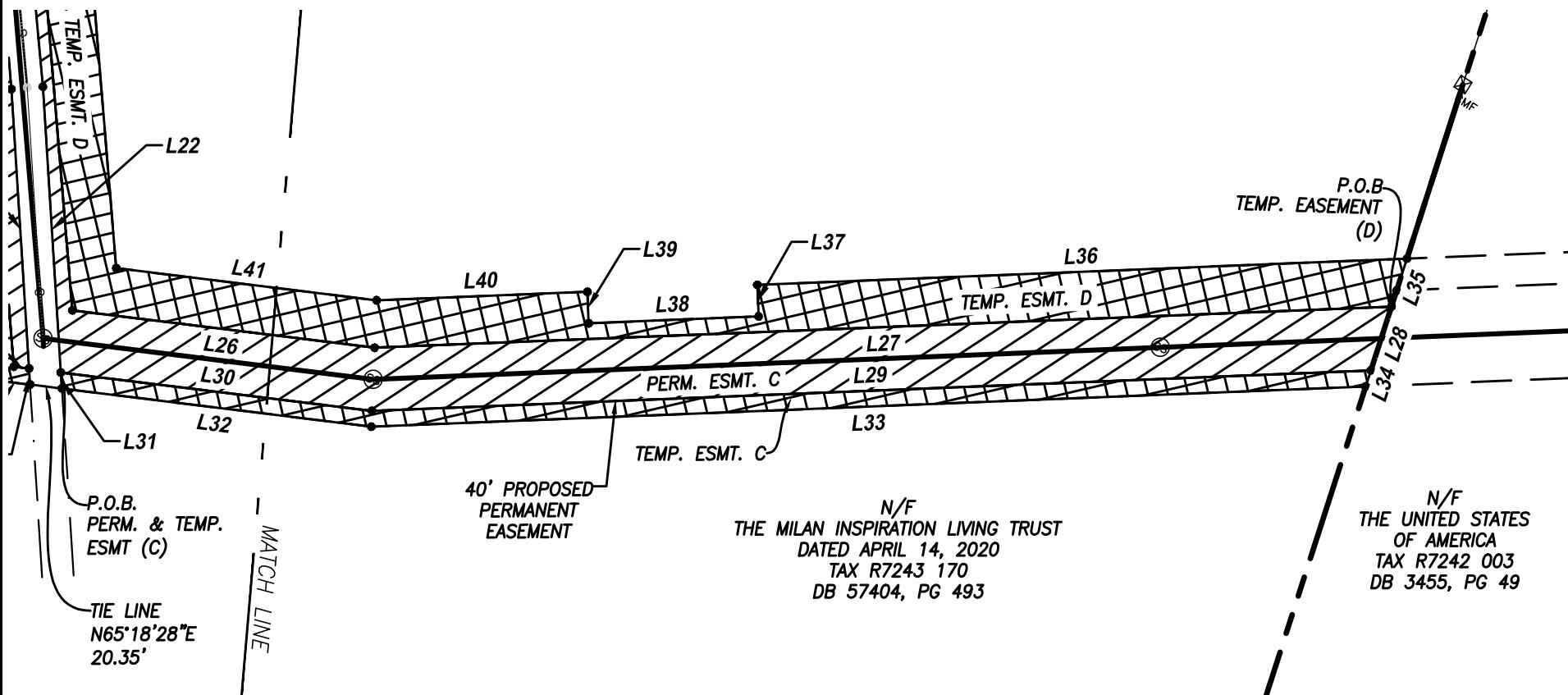
DULUTH PROPERTY TAX ID 7243-170

EASEMENT TABLE	
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	A - 5,090 SQ. FT. - 0.116 AC.
	B - 11,452 SQ. FT. - 0.262 AC.
	C - 38,113 SQ. FT. - 0.874
	TEMP. EASEMENT -
	A - 5,495 SQ. FT. - 0.126 AC.
	B - 20,114 SQ. FT. - 0.461 AC.
	C - 8,315 SQ. FT. - 0.190 AC.
	D - 38,303 SQ. FT. - 0.879

*Jason J. Tolosa*  
07-08-2024



GRAPHIC SCALE



DATE	07/08/24
SCALE	1" = 100'
DRAWING NO.	SHEET 7857 3/4



**patterson  
& dewar  
ENGINEERS**

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GCDWR  
LAND LOT 242, 243, & 246 OF THE 7TH  
DISTRICT GWINNETT COUNTY, GEORGIA  
DULUTH AREA NCI EXPANSION  
DULUTH PROPERTY TAX ID 7243-170



APPENDIX "A" TO EXHIBIT "A"

**GWINNETT COUNTY**

**BOARD OF COMMISSIONERS**

**LAWRENCEVILLE, GEORGIA**

**RESOLUTION ENTITLED:** Declaration of Taking for a Condemnation Proceeding

**ADOPTION DATE:** JANUARY 20, 2026

At the regular meeting of the Gwinnett County Board of Commissioners held in the Gwinnett Justice and Administration Center, Auditorium, 75 Langley Drive, Lawrenceville, Georgia.

---

<b>Name</b>	<b>Present</b>	<b>Vote</b>
Nicole L. Hendrickson, Chairwoman		
Kirkland Carden, District 1		
Ben Ku, District 2		
Jasper Watkins III, District 3		
Matthew Holtkamp, District 4		

---

On motion of Commissioner \_\_\_\_ and carried by a \_\_\_\_ vote, the Resolution entitled, Declaration of Taking for a Condemnation Proceeding, as set forth below, is hereby adopted:

**WHEREAS**, the Gwinnett County Department of Water Resources has laid out and determined to construct the North Chattahoochee Interceptor, Phase II Project as part of the Gwinnett County Water System, known and designated as Project F-01475, and being more fully shown on a map and drawing on file in the office of the Gwinnett County Department of Water Resources, 684 Winder Highway, Lawrenceville, Georgia; and

**WHEREAS**, in order to maintain the projected schedule of utility construction of Gwinnett County, it is necessary that the property, the right of way, and other rights, if any, for the construction of said project be acquired without delay; and

**WHEREAS**, the parcel to be acquired, the right of way and other rights as herein described and as listed below, shown of record as owned by the persons named herein, all as described in the annexes to this order hereinafter enumerated, all of said annexes, being by reference made a part of this order, are essential for the construction of said project.

**Tax Parcel Numbers: R7243 001, R7243 170, R7246 001**

**104,589 square feet of permanent utility easement; and  
121,646 square feet of 24-month temporary construction easement.**

**Owners: Milam Inspiration Living Trust**

**NOW, THEREFORE, BE IT RESOLVED** by the Gwinnett County Board of Commissioners, that the circumstances are such that it is necessary that the right of way, easements and access rights, if any as described in annexes to this order be acquired by condemnation under the provisions of the Official Code of Georgia Annotated, Sections 32-3-4 through 32-3-19; and

**IT IS ORDERED** that Gwinnett County proceed to acquire the title, estate, or interest in the lands hereinafter described in annexes to this order by condemnation under the provisions of said Code, and the Attorney for Gwinnett County is authorized and directed to file condemnation proceedings, including a Declaration of Taking, to acquire said title, estate, or interest in said lands and to deposit in the Court the sum estimated as just compensation, all in accordance with the provisions of said Code.

This 20<sup>th</sup> day of January, 2026.

GWINNETT COUNTY BOARD OF COMMISSIONERS

By:

\_\_\_\_\_  
NICOLE L. HENDRICKSON, CHAIRWOMAN

ATTEST:

By: \_\_\_\_\_ (SEAL)  
TINA KING, COUNTY CLERK

APPROVED AS TO FORM:

By: \_\_\_\_\_  
SENIOR ASSISTANT COUNTY ATTORNEY

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260052				
Department:	Law Department	Date Submitted:	12/19/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	nhjackson	Multiple Depts?		
Agenda Type	Approval/authorization			
Item of Business:		Locked by Purchasing	No	
for the Chairwoman to sign any and all documents necessary to enter into an Intergovernmental Agreement with the Gwinnett County Water and Sewerage Authority, and the City of Loganville related to water and sewer service delivery for four properties annexed by Loganville.				
Attachments	Proposed Contract, Maps, Justification Memo			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation				
BAC Action:	Approved by the Water & Sewerage Authority on January 12, 2026 - Vote 5-0.			
Department Head	mpludwiczak (1/9/2026)			
Attorney	nlwood (1/14/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
	N/A	*	N/A	brainey (1/14/2026)
Finance Comments	*No budget impact.			FinDir's Initials raroyal (1/14/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		Vote
Motion		
2nd by		



## MEMORANDUM

TO: Chairwoman  
District Commissioners

THROUGH: Michael P. Ludwiczak *M2*  
County Attorney

FROM: Nathan L. Wood *NW*  
Senior Assistant County Attorney

SUBJECT: Intergovernmental Agreement with Loganville for Water and Sewer  
Service Provision – GCID 2026-0052

DATE: December 23, 2025

### **ITEM OF BUSINESS**

Approval/Authorization for the Chairwoman to sign any and all documents necessary to enter into an Intergovernmental Agreement with the Gwinnett County Water and Sewerage Authority, and the City of Loganville related to water and sewer service delivery for four properties annexed by Loganville.

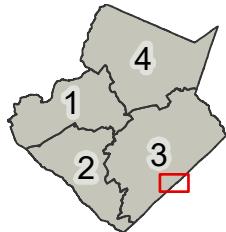
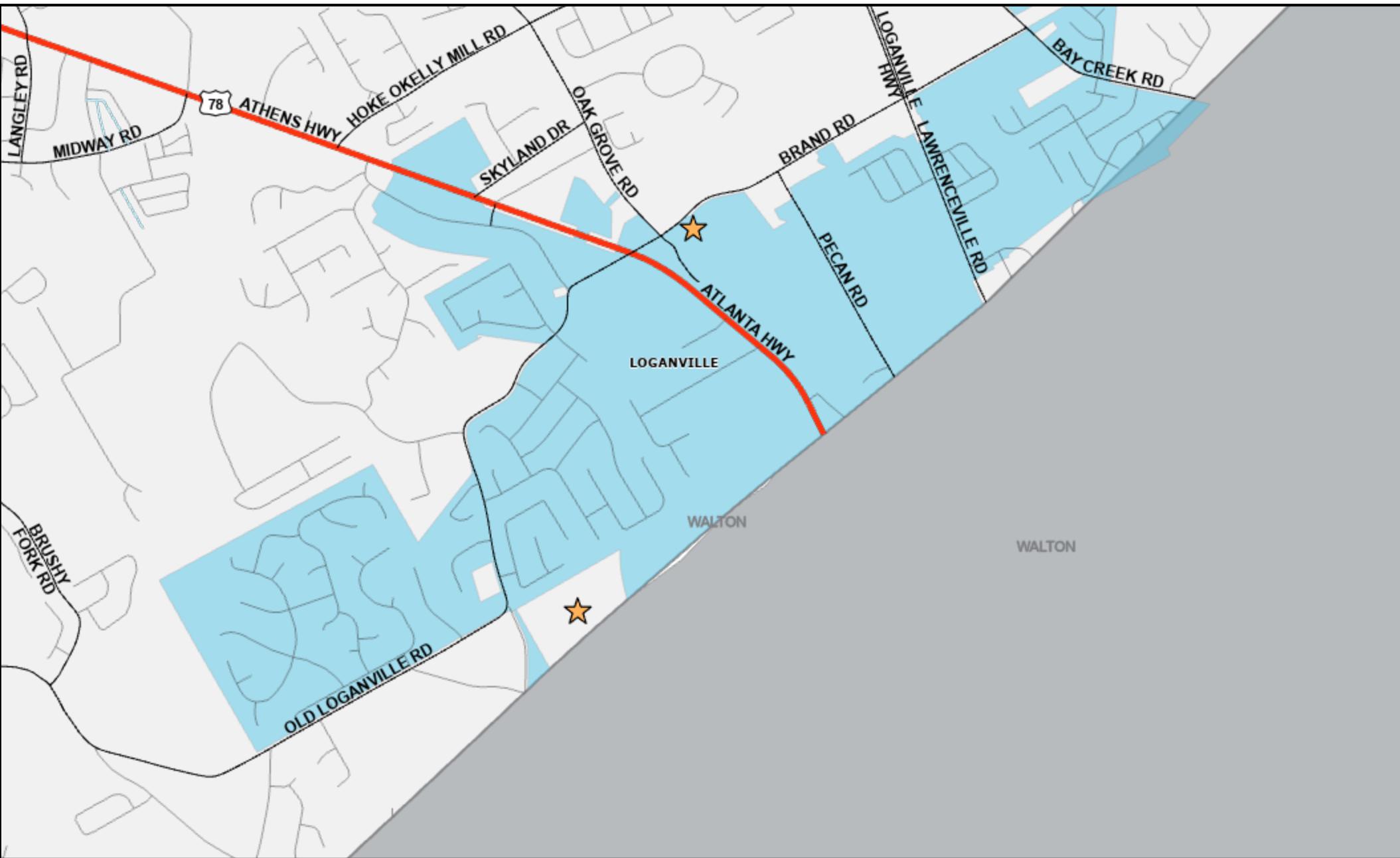
### **BACKGROUND AND DISCUSSION**

Through this agenda item, the Law Department requests that the Board of Commissioners approve the execution of the attached Intergovernmental Agreement which authorizes the City of Loganville to assume responsibility for providing water and sewer service to four properties. Three of the properties are located at 520, 523, and 540 Brand Road and are further identified as Tax Parcel Nos. R5160 059 R5160 057 and R5160 175. The fourth property, known as "Tuck Farm," is partially located within Gwinnett County and partially within Walton County, and does not have an address or Tax Parcel No. The fourth parcel is a 41.16 acre portion of a larger 198.08 acre tract.

Under the current Service Delivery Strategy agreement, Gwinnett County is responsible for providing water and sewer service to Tuck Farm, and for providing water service to the three Brand Road properties. Loganville annexed the properties in October of 2024 and now wishes to assume responsibility for water and sewer service to all four properties.

If you have any questions with regard to this matter, please do not hesitate to contact me at extension 822-8709.

# LOGANVILLE IGA LOCATIONS

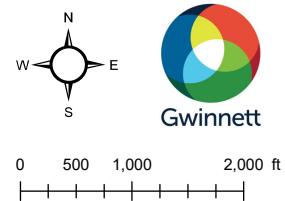


Project Name: Loganville IGA

GCID: 2026-0052

Commission District: 3

12/23/2025 11:42



Gwinnett

# TUCK FARM PROPERTY

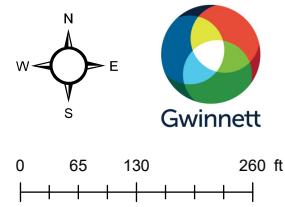


Project Name: Loganville IGA

GCID: 2026-0052

Commission District: 3

12/23/2025 11:32



# BRAND ROAD PROPERTIES

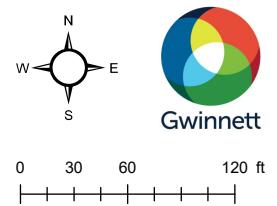


Project Name: Loganville IGA

GCID: 2026-0052

Commission District: 3

12/23/2025 10:57



**INTERGOVERNMENTAL AGREEMENT AMONG GWINNETT COUNTY,  
GEORGIA, GWINNETT COUNTY WATER AND SEWERAGE AUTHORITY, AND  
THE CITY OF LOGANVILLE**

THIS INTERGOVERNMENTAL AGREEMENT, (the "Agreement") is made this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between GWINNETT COUNTY, GEORGIA, a body corporate and politic and a political subdivision of the State of Georgia (hereinafter, "Gwinnett County"), the GWINNETT COUNTY WATER AND SEWERAGE AUTHORITY, a body corporate and politic and a political subdivision of the State of Georgia (hereinafter, the "WSA"), and the CITY OF LOGANVILLE, a municipal corporation chartered under the laws of the State of Georgia (hereinafter, "Loganville").

**RECITALS**

WHEREAS, Loganville has annexed property located at 520, 530, and 540 Brand Road (further identified by parcel IDs R5160 059, R5160 057, and R5160 175, collectively the "Brand Road Properties") and an additional property known as "Tuck Farm" located partially within Gwinnett County and partially within Walton County, the entire parcel being 198.08 acres and the Gwinnett County portion being approximately 41.16 acres and more particularly identified by the legal description and survey attached hereto as Exhibit "A;" and,

WHEREAS, pursuant to the Gwinnett County Service Delivery Strategy, as updated in 2020 (the "2020 SDS"), Gwinnett County has been assigned responsibility for providing water service to the geographic area that includes the Brand Road properties and Tuck Farm; and

WHEREAS, pursuant to the 2020 SDS, Gwinnett County has been assigned responsibility for providing sewer to the geographic area that includes only Tuck Farm; and

WHEREAS, Loganville is desirous to provide both water and sewer service to the Brand Road Properties and to Tuck Farm; and

WHEREAS, Gwinnett County and the Water and Sewerage Authority do not currently have water or sewer infrastructure readily available to the Tuck Farm property; and

WHEREAS, Gwinnett County and the Water and Sewerage Authority do not currently have sewer infrastructure readily available to the Brand Road Properties; and

WHEREAS, in order to ensure the orderly, economical and logical provision of certain public services to the residents of Loganville and Gwinnett County, the parties hereto desire to enter into this Agreement to address water and sewer utility service for these properties.

NOW THEREFORE, in consideration of the sum of Ten and No/100ths Dollars (\$10.00), the foregoing recitals and the representations, warranties, covenants and agreements set forth herein, and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, and intending to be legally bound hereby, the parties hereto hereby agree as follows:

## TERMS AND CONDITIONS

### **1. Recitals**

The above Recitals are true, correct and form a material part of this Agreement.

### **2. Water and Sewer Services**

- (a) Gwinnett County and the WSA hereby consent to Loganville providing water service for the Brand Road Properties and for the Tuck Farm property.
- (b) Gwinnett County and WSA hereby consent to Loganville providing sewer service for the Tuck Farm property.
- (c) Loganville agrees to fulfill all responsibilities for the provision of water service, including providing all necessary infrastructure, for the Brand Road Properties and for the Tuck Farm property.
- (d) Loganville agrees to fulfill all responsibilities for the provision of sewer service, including providing all necessary infrastructure, for the Tuck Farm property.

### **3. Term**

The term of this Agreement shall begin immediately upon execution of this Agreement and shall continue in force for a period of fifty (50) years or until its terms are incorporated into or superseded by a subsequent agreement between the parties.

### **4. Entire Agreement**

This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior agreements, understandings, discussions, negotiations, and undertakings, whether written or oral, and there are no inducements, representations, warranties or understandings that do not appear within the terms and provisions of this Agreement.

### **5. Severability**

If any provision of this Agreement is held by a court of competent jurisdiction to be illegal or unenforceable, the remaining provisions shall remain in full force and effect as if the illegal or unenforceable provision had never been contained in this Agreement.

### **6. No Third Party Beneficiaries**

Nothing in this Agreement shall be deemed or construed to create any third-party beneficiaries or otherwise give any third party any claim or right of action against either party.

## **7. Attorneys' Fees**

Each party shall bear its own costs, expenses and claims to attorneys' fees incurred or arising out of the Agreement.

## **8. Indemnification**

The parties acknowledge that Gwinnett County and the WSA do not currently have water or sewer infrastructure readily available to the Tuck Farm property or sewer infrastructure readily available to the Brand Road Properties and that the construction of the necessary infrastructure to provide those respective services would involve significant costs and expenditures. The parties further acknowledge that Gwinnett County and the WSA would seek to recover from the property owners as a condition of extending these services into the respective areas. As a result, Loganville agrees to defend and indemnify Gwinnett County and the WSA against any claim by a third party seeking to compel Gwinnett County or the WSA to extend water or sewer infrastructure to the Tuck Farm property or sewer infrastructure to the Brand Road Properties, or seeking damages as a result of Gwinnett County or the WSA failing to extend the respective services to the Tuck Farm property or the Brand Road properties.

## **9. Controlling Law, Venue**

This Agreement was made and shall be performed in Gwinnett County, Georgia, and shall be construed and interpreted under the laws of the State of Georgia. Venue to enforce this Agreement shall be solely in the Superior Court of Gwinnett County, Georgia, and all defenses to venue are waived.

## **10. Further Assurances**

The Parties will sign any additional papers, documents and other assurances, and take all acts that are reasonably necessary to carry out the intent of this Agreement.

## **11. Construction**

This Agreement has been jointly negotiated and drafted. This Agreement shall be construed as a whole according to its fair meaning. The language of this Agreement shall not be construed for or against either party.

## **12. Legal Advice**

In entering into this Agreement, the Parties acknowledge that their legal rights are affected by this Agreement and that they have sought and obtained the legal advice of their attorneys. Each Party has made such an investigation of the law and the facts pertaining to this Agreement and of all other matter pertaining thereto as it or they deem necessary. They further represent that the terms of this Agreement have been completely read by them and that all terms are fully understood and voluntarily accepted by them.

### **13. Amendment of Agreement**

No provision of this Agreement may be amended, modified or waived unless such amendment, modification or waiver is agreed to in a writing signed by each of the Parties hereto.

### **14. Authority**

The signature of a representative of any Party to this Agreement is a warranty that the representative has authority to sign this Agreement and to bind any and all principals to the terms and conditions hereof.

### **15. Headings**

The headings of the paragraphs contained herein are intended for reference purposes only and shall not be used to interpret the Terms and Conditions contained herein or the rights granted hereby.

### **16. Notice**

For purposes of this Agreement, notices and all other communications provided for herein shall be in writing and shall be deemed to have been given when delivered or mailed by United States registered or certified mail, return receipt requested, postage prepaid, addressed as follows:

If to Gwinnett County:	Gwinnett County, Georgia Attention: County Administrator 75 Langley Drive Lawrenceville, Georgia 30045-6935
If to the WSA:	Gwinnett County Water and Sewerage Authority Attention: Director, Department of Water Resources 684 Winder Highway Lawrenceville, Georgia 30045
If to Loganville:	City of Loganville Attention: City Manager 4303 Lawrenceville RD Loganville, GA 30052

### **17. Originals**

This Agreement may be executed (and delivered via facsimile) in one or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed, sealed and delivered by the Chairwoman of Gwinnett County, Georgia Board of Commissioners, the Chairman of the Gwinnett County Water and Sewerage Authority, and the Mayor of the City of Loganville, each thereunto duly authorized in accordance with the laws of the State of Georgia as of the day and year first above written.

(SIGNATURES BELOW ON SEPARATE PAGES)

Signed, sealed and delivered in the  
presence of:

---

Unofficial Witness

---

Notary Public

My commission expires:

[NOTARY SEAL]

GWINNETT COUNTY, GEORGIA

By: \_\_\_\_\_  
Printed Name: Nicole L. Hendrickson  
Chairwoman

Attest: \_\_\_\_\_  
Printed Name: Tina King  
County Clerk

Approved as to form:

---

Sr. Asst. County Attorney

Signed, sealed and delivered in the  
presence of:

---

Unofficial Witness

---

Notary Public

My commission expires:

[NOTARY SEAL]

GWINNETT COUNTY WATER AND  
SEWERAGE AUTHORITY

By: \_\_\_\_\_

Printed Name:

Chairman

Attest: \_\_\_\_\_

Printed Name:

Secretary

Signed, sealed and delivered in the  
presence of:

---

Unofficial Witness

---

Notary Public

My commission expires:

[NOTARY SEAL]

CITY OF LOGANVILLE

---

Printed Name:  
Mayor

By: \_\_\_\_\_  
Printed Name:  
City Clerk

---

City Attorney

Approved as to form:

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260090				
Department:	Law Department	Date Submitted:	01/02/2026	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	Michael P. Ludwiczak	Multiple Depts?		
Agenda Type	Approval/authorization			
Item of Business:		Locked by Purchasing	No	
<p>for Declaration of Taking Condemnation proceedings for the property of Peregrine Development LLC, The Piedmont Bank and Campbell Real Estate Group, L.L.C., consisting of 365.02 square feet of fee simple right of way, 1,944.89 square feet of permanent construction easement, and 9,296.21 square feet of 24-month temporary driveway easement, Tax Parcel No. R6164 261, 4771 Britt Road, Norcross, GA, amount \$52,400.00. This project is funded by the 2023 SPLOST program.</p>				
Attachments	Justification Memorandum, Maps, Resolution			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation				
BAC Action:				
Department Head	mpludwiczak (1/7/2026)			
Attorney	tlleltsome (1/14/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	2023 SPLOST	*	\$52,400	brainey (1/14/2026)
Finance Comments	*Amount available in Jimmy Carter Boulevard at Williams Road project. Adjust budget to align with approval of this contract.			FinDir's Initials raroyal (1/14/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		Vote
Motion		
2nd by		



## MEMORANDUM

TO: Chairwoman  
District Commissioners

THROUGH: Michael P. Ludwiczak *Mh*  
County Attorney

FROM: Tracy L. Lettsome *TL*  
Senior Assistant County Attorney

SUBJECT: Declaration of Taking – GCID 2026-0090

DATE: January 2, 2026

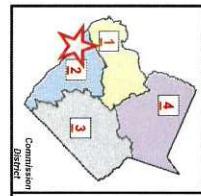
### **ITEM OF BUSINESS**

Approval/Authorization for Declaration of Taking Condemnation proceedings for the property of Peregrine Development LLC, The Piedmont Bank and Campbell Real Estate Group, L.L.C., consisting of 365.02 square feet of fee simple right of way, 1,944.89 square feet of permanent construction easement, and 9,296.21 square feet of 24-month temporary driveway easement, Tax Parcel No. R6164 261, 4771 Britt Road, amount \$52,400.00. This project is funded by the 2023 SPLOST program.

### **BACKGROUND AND DISCUSSION**

Through this agenda item, the Law Department requests that the Board of Commissioners approve the execution of the attached Resolution which authorizes the filing of a Declaration of Taking proceeding to acquire 365.02 square feet of fee simple right of way, 1,944.89 square feet of permanent construction easement, and 9,296.21 square feet of 24-month temporary driveway easement. The acquisition of the right of way and easements is necessary for the project named Jimmy Carter Boulevard at Britt Road/Williams Road. The subject property is zoned C2, and the parcel is within Commission District 2. The estimated amount of just and adequate compensation for the acquisition is \$52,400.00.

If you have any questions with regard to this matter, please do not hesitate to contact me at extension 8791.



Commissioner  
District 1



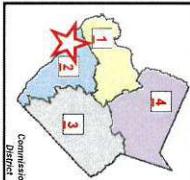
Gwinnett  
Transportation

M-1344-01 JIMMY CARTER BOULEVARD AT BRITT ROAD/WILLIAMS ROAD  
PEREGRINE DEVELOPMENT LLC, A GEORGIA LIMITED LIABILITY COMPANY  
PIN 6164-261

- 365.02 SQUARE FEET FEE SIMPLE RIGHT OF WAY
- 1,944.98 SQUARE FEET PERMANENT CONSTRUCTION EASEMENT
- 9,296.21 SQUARE FEET TEMPORARY DRIVEWAY EASEMENT



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Commission

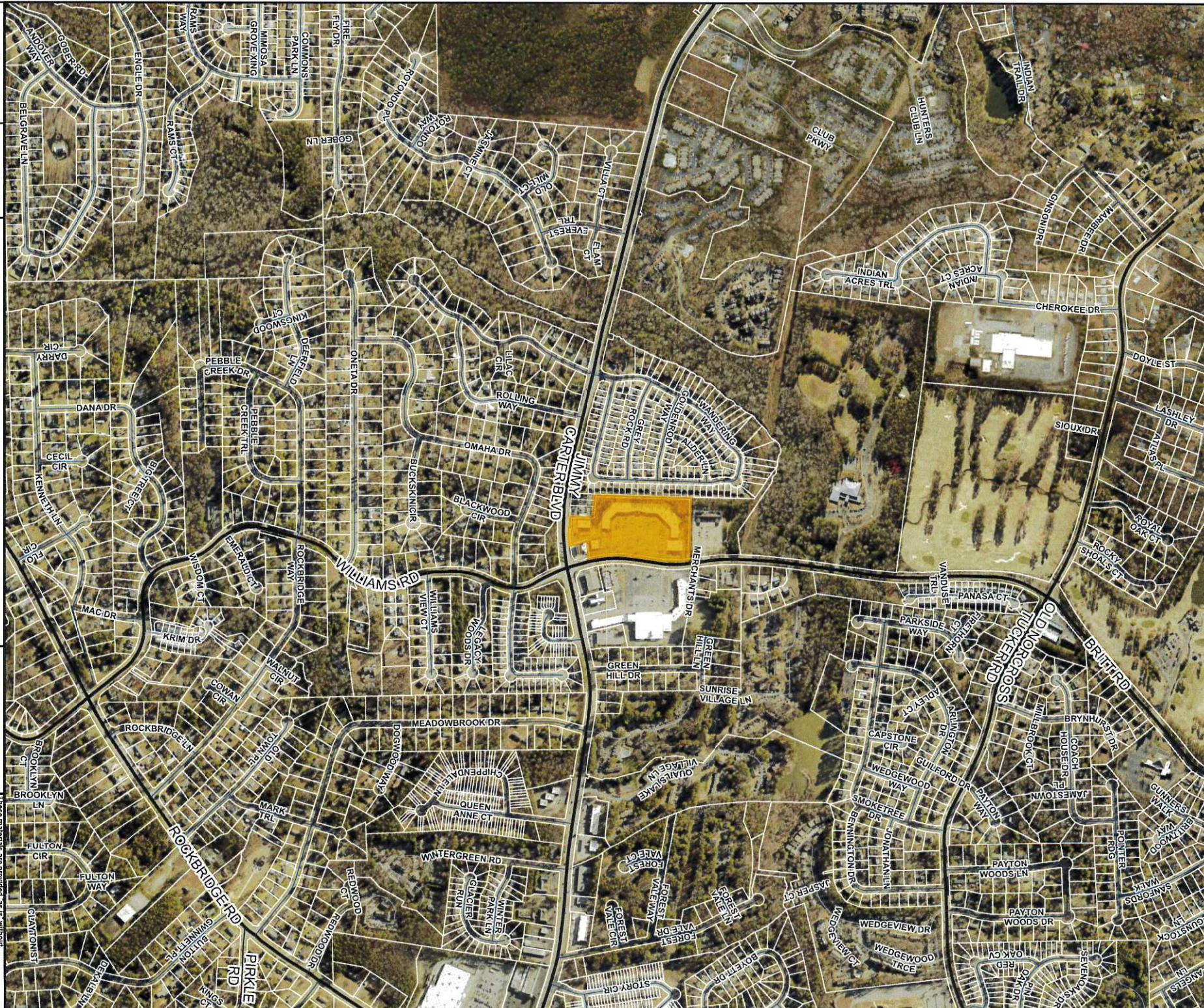


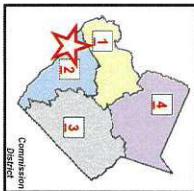
Gwinnett  
Transportation

M-1344-07 - JIMMY CARTER BOULEVARD AT BRITT ROAD/WILLIAMS ROAD  
PEREGRINE DEVELOPMENT LLC, A GEORGIA LIMITED LIABILITY COMPANY  
PIN 6164 261



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Commission  
District

Gwinnett  
Transportation

WANDERING  
WAY

GREY  
ROCK RD

GOLDENROD  
WAY

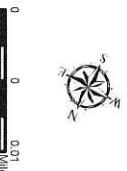
JIMMY  
CARTER BLVD

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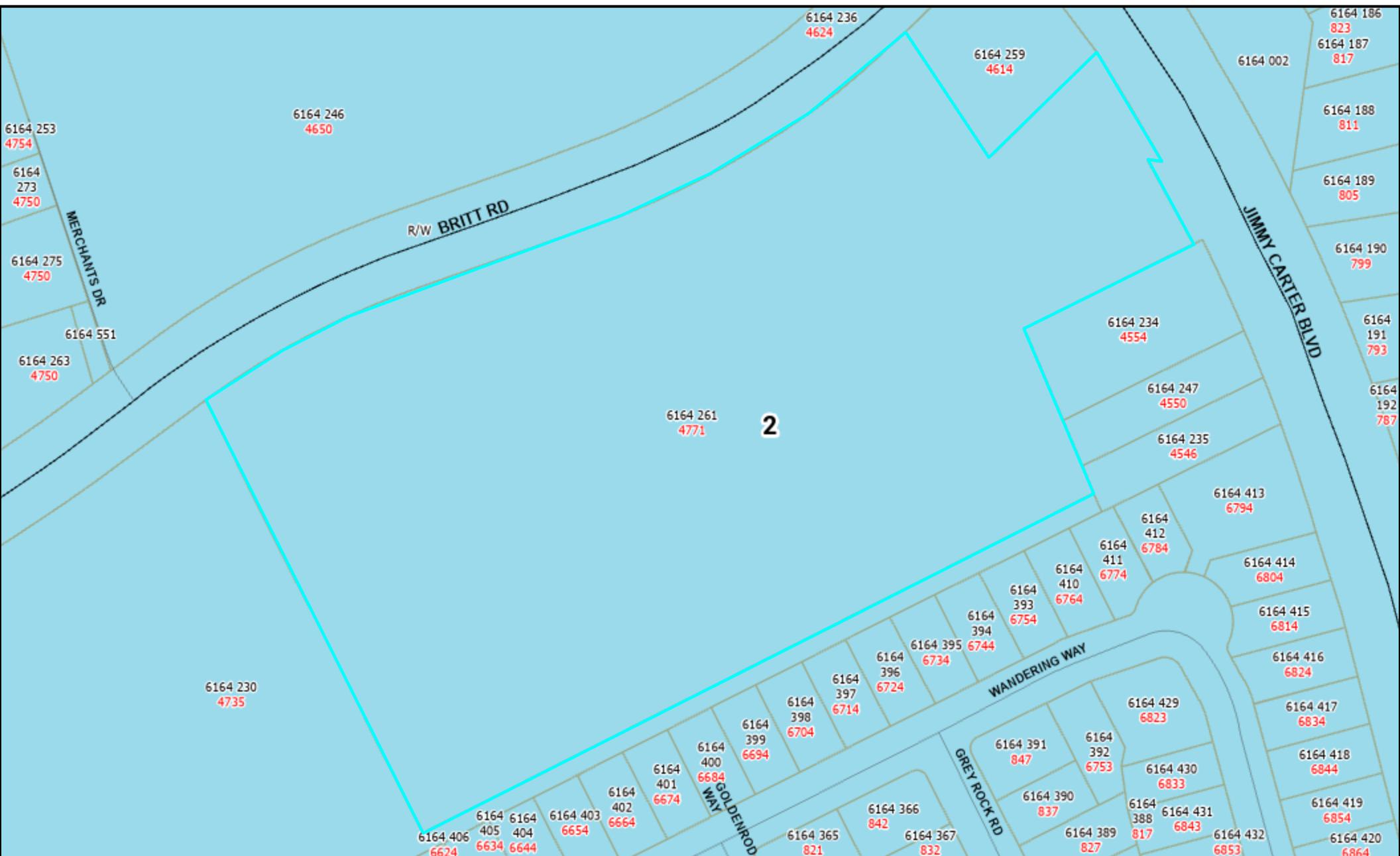


M-1344-01 JIMMY CARTER BOULEVARD AT BRITT ROAD/WILLIAMS ROAD  
PERCERINE DEVELOPMENT LLC, A GEORGIA LIMITED LIABILITY COMPANY  
PIN 6164 261

365.02 SQUARE FEET FREE SIMPLE RIGHT OF WAY  
1,144,419 SQUARE FEET PERMANENT CONSTRUCTION EASEMENT  
9,296.21 SQUARE FEET TEMPORARY DRIVEWAY EASEMENT



# GWINNETT COUNTY GIS MAP

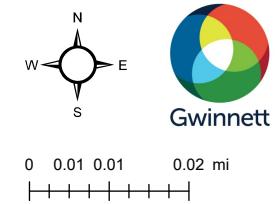


Project Name: Jimmy Carter Boulevard at Britt Road/Williams Road

GCID: 2026-0090

Commission District: 2

Parcel: 1



APPENDIX "A" TO EXHIBIT "A"

**GWINNETT COUNTY**

**BOARD OF COMMISSIONERS**

**LAWRENCEVILLE, GEORGIA**

**RESOLUTION ENTITLED:** Declaration of Taking for a Condemnation Proceeding

**ADOPTION DATE:** JANUARY 20, 2026

At the regular meeting of the Gwinnett County Board of Commissioners held in the Gwinnett Justice and Administration Center, Auditorium, 75 Langley Drive, Lawrenceville, Georgia.

---

<b>Name</b>	<b>Present</b>	<b>Vote</b>
Nicole L. Hendrickson, Chairwoman		
Kirkland Carden, District 1		
Ben Ku, District 2		
Jasper Watkins III, District 3		
Matthew Holtkamp, District 4		

---

On motion of Commissioner \_\_\_\_\_ and carried by a \_\_\_\_\_ vote, the Resolution entitled, Declaration of Taking for a Condemnation Proceeding, as set forth below, is hereby adopted:

**WHEREAS**, the Gwinnett County Department of Transportation has laid out and determined to construct Jimmy Carter Boulevard at Britt Road/Williams Road Improvements as part of the Gwinnett County Road System of the State of Georgia, known and designated as Project M-1344-01, and being more fully shown on a map and drawing on file in the office of the Gwinnett County Department of Transportation, 75 Langley Drive, Lawrenceville, Georgia; and

**WHEREAS**, in order to maintain the projected schedule of road construction of Gwinnett County, it is necessary that the property, the right of way, and other rights, if any, for the construction of said project be acquired without delay; and

**WHEREAS**, the parcel to be acquired, the right of way and other rights as herein described and as listed below, shown of record as owned by the persons named herein, all as described in the annexes to this order hereinafter enumerated, all of said annexes, being by reference made a part of this order, are essential for the construction of said project.

**Parcel Number: 1**

**365.02 square feet of fee simple right of way  
1,944.89 square feet of permanent construction easement  
9,296.21 square feet of 24-month temporary driveway easement**

**Owners: Peregrine Development LLC, a Georgia limited liability company, The Piedmont Bank and Campbell Real Estate Group, L.L.C.**

**NOW, THEREFORE, BE IT RESOLVED by** the Gwinnett County Board of Commissioners, that the circumstances are such that it is necessary that the right of way, easements and access rights, if any as described in annexes to this order be acquired by condemnation under the provisions of the Official Code of Georgia Annotated, Sections 32-3-4 through 32-3-19; and

**IT IS ORDERED** that Gwinnett County proceed to acquire the title, estate, or interest in the lands hereinafter described in annexes to this order by condemnation under the provisions of said Code, and the Attorney for Gwinnett County is authorized and directed to file condemnation proceedings, including a Declaration of Taking, to acquire said title, estate, or interest in said lands and to deposit in the Court the sum estimated as just compensation, all in accordance with the provisions of said Code.

This 20<sup>th</sup> day of January, 2026.

GWINNETT COUNTY BOARD OF COMMISSIONERS

By:

\_\_\_\_\_ NICOLE L. HENDRICKSON, CHAIRWOMAN

ATTEST:

By: \_\_\_\_\_ (SEAL)  
TINA KING, COUNTY CLERK

APPROVED AS TO FORM:

By: \_\_\_\_\_  
SENIOR ASSISTANT COUNTY ATTORNEY

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260080				
Department:	Parks and Recreation		Date Submitted:	12/26/2025
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	Purchasing - Brandi Cantie - CB		Multiple Depts?	No
Agenda Type	Award			
Item of Business:			Locked by Purchasing	No
BL125-25, provision of maintenance and repair of irrigation systems on a multi-year contract, to Mickey and Son's, LLC. The initial term of this contract shall be March 1, 2026 through December 31, 2026, amount not to exceed \$87,440.00. This contract may be automatically renewed on an annual basis for a total lifetime contract term of five (5) years, total amount not to exceed \$455,053.20.				
Attachments	Summary Sheet, Justification Letter, Tabulation			
Authorization: Chairwoman's Signature?	No			
Staff Recommendation	Award			
BAC Action:				
Department Head	cnminor (12/31/2025)			
Attorney	abcauthen (1/14/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Recreation	*	\$455,053	brainey (1/14/2026)
Finance Comments	*The current balance in Repairs & Maintenance is checked as services are provided. For FY2026, \$87,440 is allocated. For FY2027-30, \$367,613 is subject to budget approval.			FinDir's Initials raroyal (1/14/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		Vote
Motion		
2nd by		

**SUMMARY – BL125-25****Provision of Maintenance and Repair of Irrigation Systems on a Multi-Year Contract**

<b>PURPOSE:</b>	This contract provides repair and on-call maintenance services for existing irrigation systems at park locations throughout the County.
<b>LOCATION:</b>	Department of Parks and Recreation
<b>AMOUNT TO BE SPENT:</b>	\$87,440.00 Initial Term \$455,053.20 Full Term
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$105,000.00
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$70,631.00
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	1.6% increase
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	745 40 website viewings
<b>NUMBER OF RESPONSES:</b>	3
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	No
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	Initial Term: March 1, 2026 through December 31, 2026 Full Term: March 1, 2026 through December 31, 2030



## MEMORANDUM

TO: Casey Beauston  
Purchasing Associate II

THROUGH: Chris Minor *C.M.*  
Director of Parks and Recreation

FROM: Summer Hamood *Summer Hamood*  
Program Coordinator

SUBJECT: Recommendation to Award: BL125-25, Provision of Maintenance and Repair of Irrigation Systems on a Multi-Year Contract

DATE: January 13, 2026

### REQUESTED ACTION

The Department of Parks and Recreation recommends the award of the above-referenced contract to Mickey and Son's LLC. The initial term of the contract shall be March 1, 2026 through December 31, 2026, in the amount of \$87,440.00. This contract may be renewed automatically on an annual basis for a total lifetime contract term of five (5) years, ending December 31, 2030, in the total amount of \$455,053.20.

### DESCRIPTION

This contract provides repair and on-call maintenance services for existing irrigation systems at park locations throughout the County.

References checked? Yes  No

### FINANCIAL

1. Estimated amount to be spent: \$87,440.00 (Initial Contract Term)  
\$455,053.20 (Full Contract Term)
2. Projected amount to be spent previous contract period: \$70,631.00
3. Do total obligations agree with "Action Requested"? Yes  No
4. Budgeted: Yes  No  N/A
5. Grant Funded: Yes  No
6. SPLOST Funded: Yes  No
7. Contact name: Summer Hamood Contact phone: 770-822-8856

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260094				
Department:	Parks and Recreation		Date Submitted:	01/05/2026
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	Purchasing – Katie Maldonado – JS		Multiple Depts?	No
Agenda Type	Award			
Item of Business:			Locked by Purchasing	No
BL119-25, provision of maintenance, repair, and resurfacing of outdoor sports courts on a multi-year contract, to McGrath Industries, LLC dba Talbot Tennis and Southeastern Tennis Courts, Inc. The initial term of this contract shall be January 21, 2026 through December 31, 2026, amount not to exceed \$168,516.75. This contract may be automatically renewed on an annual basis for a total lifetime contract term of five (5) years, total amount not to exceed \$873,073.01.				
Attachments	Summary Sheet, Justification Letter, Tabulation			
Authorization: Chairwoman's Signature?	<input type="checkbox"/> No			
Staff Recommendation	Award			
BAC Action:				
Department Head	cnminor (1/6/2026)			
Attorney	abcauthen (1/15/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Recreation	*	\$873,073	brainey (1/15/2026)
Finance Comments	*The current balance in Repairs & Maintenance is checked as services are provided. For FY2026, \$168,517 is allocated. For FY2027-30, \$704,556 is subject to budget approval.			FinDir's Initials raroyal (1/14/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		
Motion		
2nd by		
Vote		

**SUMMARY – BL119-25****Provision of Maintenance, Repair, and Resurfacing of Outdoor Sports Courts on a Multi-Year Contract**

<b>PURPOSE:</b>	This contract provides for the maintenance, repair and resurfacing of outdoor sports courts throughout Gwinnett County.
<b>LOCATION:</b>	Various locations throughout Gwinnett County
<b>AMOUNT TO BE SPENT:</b>	\$168,516.75 (Initial Term) \$873,073.01 (Full Term)
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$150,000.00*
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$150,000.00*
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	2% increase
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	632 25 website viewings
<b>NUMBER OF RESPONSES:</b>	3
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	No
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	January 21, 2026 through December 31, 2030

COMMENTS: \*BL093-21 was awarded as an annual contract. The amount shown for the previous contract term is the amount for the final year of the contract only.



## MEMORANDUM

TO: Jake Scarpone  
Purchasing Associate III

THROUGH: Chris Minor *C.J. M.*  
Director of Parks and Recreation

FROM: Mikhale Pogue *Mikhale Pogue*  
Program Coordinator

SUBJECT: Recommendation to Award: BL119-25, Provision of Maintenance, Repair, and Resurfacing of Outdoor Sports Courts on a Multi-Year Contract

DATE: December 29, 2025

### REQUESTED ACTION

The Department of Parks and Recreation recommends award of the above referenced contract to McGrath Industries, LLC dba Talbot Tennis for Section A and Southeastern Tennis Courts Inc for Section B. The initial term of the contract shall be January 21, 2026 through December 31, 2026, in the amount of \$168,516.75. This contract may be renewed automatically on an annual basis for a total lifetime contract term of five (5) years, ending December 31, 2030, in the total amount of \$873,073.01.

### DESCRIPTION

This contract provides for the maintenance, repair and resurfacing of outdoor sports courts.

References checked? Yes X No \_\_\_\_\_

### FINANCIAL

1. Estimated amount to be spent: \$168,516.75 (Initial Contract Term)  
\$873,073.01 (Full Contract Term)
2. Projected amount to be spent previous contract period: \$150,000.00
3. Do total obligations agree with "Action Requested"? Yes X No \_\_\_\_\_
4. Budgeted: Yes X No \_\_\_\_\_
5. Grant Funded: \_\_\_\_\_ No X
6. SPLOST Funded: Yes \_\_\_\_\_ No X
7. Contact name: Mikhale Pogue Contact phone: 770-822-8861

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input checked="" type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260053	20240836			
Department:	Parks and Recreation		Date Submitted:	12/22/2025
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	rkmorris		Multiple Depts?	No
Agenda Type	Approval/authorization			
Item of Business:			Locked by Purchasing	No
<p>to accept a Land and Water Conservation Fund grant from the Georgia Department of Natural Resources in the amount of \$500,000.00. This funding will be used as part of the Vines Park Phase II Extension. The local match will be \$500,000.00 and funded by the 2023 SPLOST Program. Approval/authorization for the Chairwoman or designee to sign any and all related documents.</p>				
Attachments	Justification Memo, Resolution, Agreement			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Approval			
BAC Action:				
Department Head	cnminor (12/23/2025)			
Attorney	abcauthen (1/15/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
No	2023 SPLOST_Grants	*	\$500,000	brainey (1/15/2026)
Yes	2023 SPLOST	**	\$500,000	
Finance Comments	*A grant budget will be established upon approval and execution of agreement; adjust revenue and appropriations as necessary. **Amount available in Vines Park project.			FinDir's Initials raroyal (1/14/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		
Motion		
2nd by		
		Vote



## MEMORANDUM

TO: Chairwoman  
District Commissioners

THROUGH: Chris Minor   
Director of Parks and Recreation

FROM: Daniel Dart   
Division Director

SUBJECT: Vines Park Phase II Acceptance of DNR Land and Water Conservation Fund Grant  
(LWCF)

DATE: December 16, 2025

### ITEM OF BUSINESS

Approval/authorization for the Chairwoman to execute contracts and accept the LWCF grant with the Georgia Department of Natural Resources in the amount of \$500,000.00 for Vines Park Phase II Improvements.

### BACKGROUND AND DISCUSSION

The Land and Water Conservation Fund (LWCF) is a federal program established in 1964 that provides matching grants to help communities acquire, develop, and improve outdoor recreation areas and facilities. LWCF supports projects that enhance public access to parks, trails, playgrounds, athletic fields, and natural areas.

For local governments, the LWCF is an invaluable tool for leveraging local funds to expand and improve park infrastructure, ensuring that residents of all ages have equitable access to high-quality outdoor recreation opportunities. By investing in sustainable, community-based projects, the program helps preserve natural resources, promote public health, and strengthen the connection between people and the outdoors.

We have been awarded the maximum grant amount offered, \$500,000 and received a contract from the Georgia Department of Natural Resources for the Vines Park Phase II project. The Georgia Department of Natural Resources requires recipients pass a resolution accepting the grant and agreeing to the terms set forth. This resolution accepting the grant was proceeded by the resolution to apply for the grant, adopted September 17, 2024 (GCID#2024-0836).

The grant for this project will help fund construction of a dog park, paved trail, playground and picnic shelters as part of the overall park expansion project.

The Land & Water Conservation Fund grant is \$500,000, and we will utilize \$500,000 from the 2023 SPLOST funds for the required match.

**ACTION REQUESTED**

**Environmental Protection Division of the Georgia Department of Natural Resources**

**FOR APPROVAL BY THE BOARD OF COMMISSIONERS**

**January 20, 2026 (GCID 2026-0053)**

1. Acceptance of grant awards from the **Environmental Protection Division of the Georgia Department of Natural Resources**; authorization for Chairwoman to appoint and designate the Director of Financial Services (or his/her designee) to sign all necessary grant documents, and related forms designating persons authorized to request disbursement of grant funds from **Environmental Protection Division of the Georgia Department of Natural Resources** to Gwinnett County.
2. Authorization for Chairwoman to appoint and designate the Director of Financial Services (or his/her designee) to sign all necessary grant documents with **Environmental Protection Division of the Georgia Department of Natural Resources** municipalities, nonprofit agencies, County agencies, federal and state agencies, subrecipient, program participants and financial institutions, etc. for project implementation, as specified by the **Environmental Protection Division of the Georgia Department of Natural Resources**, subject to approval as to form by the Law Department.
3. Authorization for Chairwoman to appoint and designate the Director of Financial Services (or his/her designee) to accept any amendments to the initial award, including closure of award after receipt of final payment, as assigned by **Environmental Protection Division of the Georgia Department of Natural Resources** and to designate County staff to adjust appropriations and revenue budgets as necessary.
4. Authorization for Chairwoman to appoint and designate the Director of Financial Services (or his/her designee) to approve and submit financial reports.
5. Authorization for Chairwoman to designate County staff to procure goods and services as delegated in the approved Purchasing Ordinance.
6. Authorization for Chairwoman to appoint and designate the Director of Financial Services to serve as the "Official Representative" of Gwinnett County with the **Environmental Protection Division of the Georgia Department of Natural Resources**.
7. The County Administrator is authorized to review the final grant agreement and decline the **Environmental Protection Division of the Georgia Department of Natural Resources** grant if the terms are deemed unacceptable or infeasible, and to direct other Gwinnett County staff to carry out any actions necessary to decline the grant as determined.



September 29, 2025

Chairman Nicole Love Hendrickson  
Gwinnett County  
75 Gangleys Dr  
Lawrenceville, Georgia 30046

RE: Land and Water Conservation Fund Grant  
Project Name: Vines Park  
Project Number: P25AP011354/13-01113

Dear Chairman Hendrickson:

We have received official notification from the U.S. Department of the Interior-National Park Service that your Land and Water Conservation Fund (LWCF) project has been approved. Attached is a copy of the project agreement containing the specific terms of the grant. Please note that Build America, Buy America language is included in the general provisions and must be adhered to.

After reviewing the grant agreement, please do the following:

- have the local governing body pass and certify a resolution accepting the terms of the grant,
- secure the appropriate signature on the agreement, and
- return signed agreement along with the resolution and certification to our office for processing. Upon full execution, an original will be returned to you for your files.

Prior to starting any portion of this LWCF project a fiscal work session is required. Topics to be covered include grants management, record-keeping procedures, and compliance with state and federal guidelines. Following the execution of the attached agreement, Julianne Carroll will contact you/your team to schedule the meeting.

We look forward to working closely with you and your staff to see this project come to fruition after the long wait. If you should have any questions as we move through the grant process, please call me at 404.290.7958.

Sincerely,

Rayne Gaston  
LWCF Grant Coordinator

Enclosure

**DEPARTMENT OF NATURAL RESOURCES  
LAND AND WATER CONSERVATION FUND PROJECT AGREEMENT**

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Applicant:  
**Gwinnett County**

Project Number:  
**13-01113 (P25AP01354)**

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Project Title:  
**Vines Park**

Project Period: Date of Approval (defined as the date of signatures on the following page) –  
**September 30, 2027**

Project Stage Covered by this Agreement: Entire Project

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Project Scope (Description of Project):

This project consists of the development of Vines Park in Gwinnett County, Georgia by the County to include:

1. Construction of a dog park and paved trail.
2. Installation of playground and picnic shelters.

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By execution of this Project Agreement, the Applicant agrees to comply with the following regulations, policies, guidelines, and requirements, as applicable to this project:

1. Georgia Department of Natural Resources Land and Water Conservation Fund Project Agreement General Provisions (attached pages 3-20)
2. LWCF State Assistance Program Manual v
3. Project Application and Attachments
4. 2 CFR Part 200
5. 36 CFR Part 59

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Project Cost:

Total Cost: **\$ 1,000,000.00**

Fund (LWCF) Amount **\$ 500,000.00**

(Fund amount not to exceed 50% of Total)

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DNR Form (January 2022)

The Department of Natural Resources, represented by the Commissioner of the Department of Natural Resources or his lawfully designated representative, and the Applicant named above hereinafter referred to as the Applicant, mutually agree to perform this Agreement in accordance with the Land and Water Conservation Fund Act, the LWCF State Assistance Program Manual, and the terms, promises, conditions, plans, specifications, estimates, procedures, project

proposals, maps, assurances, and certifications attached hereto or retained by the Applicant and hereby made a part hereof.

The Department of Natural Resources promises, in consideration of the promises made by the Applicant herein, to obligate to the Applicant the amount of money referred to above, and to tender to the Applicant that portion of the obligation which is required to pay the Department's share of the costs of the above project stage, based upon the above percentage of assistance. The Applicant hereby promises, in consideration of the promises made by the Department herein, to execute the project described above in accordance with the terms of this Agreement.

The following special project terms and conditions were added to this Agreement before it was signed by the parties hereto:

In witness whereof, the parties have executed this Agreement as of the date entered below.

STATE OF GEORGIA

By \_\_\_\_\_  
(Signature)

SOHEILA NAJI  
State Liaison Officer

Date \_\_\_\_\_

GWINNETT COUNTY

By \_\_\_\_\_  
(Signature)

NICOLE LOVE HENDRICKSON  
Chairman

Date \_\_\_\_\_



BRIAN KEMP  
GOVERNOR

WALTER RABON  
COMMISSIONER

Dear Sub-Awardee,

In 2006, the Federal Funding Accountability and Transparency Act (FFATA) was signed into law. This legislation requires information disclosure concerning entities receiving Federal financial assistance through Federal grants. As a result, our organization is required to report on each of the grants that we award (i.e., subawards, subcontracts). By answering the questions below, your organization will provide us the data needed to meet FFATA reporting requirements. **This form is to be returned within 15 days of the contract signature date.** Please don't hesitate to contact us if your organization has difficulty completing the questionnaire. Please contact:

Name: Denise Bowen Telephone Number: 404-463-2881

**To be completed by Organization Receiving the Award**

Subawardee Doing Business as Name: Gwinnett County

Unique Entity ID (SAM) #:

Address: City:  State  Zip code  + 4

Primary Place of Grant Performance: City:  State  Zip code  + 4

**Highly Compensated Officers:** Please list below your top 5 compensated officers if **all three** of the following conditions apply:

Yes No

- Your organization received 80% or more of its annual gross revenues from federal contracts, subcontracts, loans, grants, subgrants and cooperative agreements in the preceding fiscal year.
- Your organization received \$25,000,000 or more in annual gross revenue from federal contracts, subcontracts, loans, grants, subgrants and cooperative agreements in the preceding fiscal year.
- The public does not have access to information about the compensation of the senior executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 USC 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986.

Officer 1 Name:

Compensation: \$

Officer 2 Name:

Compensation: \$

Officer 3 Name:

Compensation: \$

Officer 4 Name:

Compensation: \$

Officer 5 Name:

Compensation: \$

**To be completed by Awarding Agency:** Georgia Department of Natural Resources Division:

Federal Funding Agency Name: Interior, Department of the- National Park Service

Federal Award Number (case, space and character sensitive): P25 AP01354

Prime Recipient Unique Entity ID (SAM) #: KJ97XE5AFJC4

Subaward Amount: \$ 500,000.00

Subaward Date: October 2025

Subaward Number: 13-01113

Subaward Project Title (Description): Vines Park

**GWINNETT COUNTY**

**BOARD OF COMMISSIONERS**

**LAWRENCEVILLE, GEORGIA**

**RESOLUTION ENTITLED:** ACCEPTANCE OF THE LAND & WATER CONSERVATION FUND GRANT FOR VINES PARK

**ADOPTION DATE:** JANUARY 20, 2026

At the regular meeting of the Gwinnett County Board of Commissioners held in the Gwinnett Justice and Administration Center, Auditorium, 75 Langley Drive, Lawrenceville, Georgia.

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<b>Name</b>	<b>Present</b>	<b>Vote</b>
Nicole L. Hendrickson, Chairwoman		
Kirkland D. Carden, District 1		
Ben Ku, District 2		
Jasper Watkins III, District 3		
Matthew Holtkamp, District 4		

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On motion of Commissioner \_\_\_, which carried by a \_\_\_ vote, the resolution to agree to the terms of the contract for a state grant between the Georgia Department of Natural Resources and the Board of Commissioners of Gwinnett County for a grant of financial assistance to complete Vines Park Phase II, authorize the Gwinnett County Commission Chairwoman to accept the grant provided for in said contract in the amount of \$500,000.

**WHEREAS**, the Resolution To apply for the Land & Water Conservation Fund grant was adopted on September 17, 2024; and

**WHEREAS**, The Land and Water Recreation Fund, a Federal grant administered by the Georgia Department of Natural Resources supports Outdoor Recreation facilities; and

**WHEREAS**, Vines Park Phase II is a priority project in the 2020 Gwinnett Comprehensive Parks & Recreation Master Plan, filling a service gap for playgrounds and other passive area amenities; and

**WHEREAS**, the 2024 LWCF grant program requires a minimum local match of 50% of the total project cost with the maximum amount for each LWCF grant limited to \$500,000; and

**WHEREAS**, in order to meet the 50% local match requirement, Gwinnett County will contribute a minimum of \$500,000.00 and the Land and Water Conservation Fund will contribute up to \$500,000.00; and

**WHEREAS**, The Board of Commissioners finds it in the best interests of the County to accept the terms of the Agreement between the Georgia Department of Natural Resources and Gwinnett County Board of Commissioners,

**NOW, THEREFORE, BE IT RESOLVED** that the Gwinnett County Board of Commissioners is authorized to accept the 2024 Land & Water Conservation Fund grant for Vines Park Phase II; and

**BE IT FURTHER RESOLVED** that the Gwinnett County Board of Commissioners will contribute their share of \$500,000.00 to ensure completion of the project.

**BE IT FURTHER RESOLVED** that this resolution shall be effective on January 20, 2026.

SO RESOLVED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

GWINNETT COUNTY BOARD OF COMMISSIONERS

BY: \_\_\_\_\_  
NICOLE L. HENDRICKSON, CHAIRWOMAN

ATTEST:

BY: \_\_\_\_\_ (SEAL)  
TINA M. KING, COUNTY CLERK

APPROVED AS TO FORM:

BY: \_\_\_\_\_  
SENIOR ASSISTANT COUNTY ATTORNEY

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260043				
Department:	Police Services	Date Submitted:	12/18/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	abouch	Multiple Depts?	No	
Agenda Type	Approval/authorization			
Item of Business:	Locked by Purchasing		No	
for the Chairwoman to execute an Intergovernmental Agreement between Gwinnett County and the Georgia Department of Public Safety (DPS) for the provision of a framework for interoperability of certain Gwinnett County Police Department (GCPD) and DPS-designated Talkgroups.				
Attachments	Justification letter, Intergovernmental Agreement			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Approval			
BAC Action:				
Department Head	jdmccle (12/19/2025)			
Attorney	mcintron (1/13/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
	N/A	*	N/A	brainey (1/8/2026)
Finance Comments	*No budget impact.			FinDir's Initials raroyal (1/7/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	No Action Taken
Tabled		
Motion		
2nd by		
		Vote



## MEMORANDUM

TO: Chelsey Ward  
Purchasing Associate III

THROUGH: J.D. McClure *JDM*  
Chief of Police

FROM: Felicia Kemp *JK*  
Fiscal Supervisor

SUBJECT: Recommendation to Approve and Authorize an Intergovernmental Agreement  
with Georgia Department of Public Safety

DATE: December 16, 2025

### REQUESTED ACTION

The Department of Police Services recommends approval and authorization for the Chairwoman to execute an Intergovernmental Agreement between Gwinnett County and the Georgia Department of Public Safety (DPS) for the provision of a framework for interoperability of certain Gwinnett County Police Department (GCPD) and DPS-designated Talkgroups.

### DESCRIPTION

With the advent of digital radio communications, traditional radio "channels" have been replaced with frequency independent "Talkgroups". Normally, each Talkgroup is assigned a name or designation, specific purpose, and designated, authorized use. To support interoperability, public safety agencies agree to enter into Talkgroup sharing agreements with partnering agencies.

The primary function of this Talkgroup sharing agreement is to maximize interoperability and authorize partnership between the GCPD and DPS to enhance public safety. No exchange of funds is contemplated by this Agreement; DPS will pay for all costs associated with programming the authorized Talkgroups into its equipment and for all of its operational costs.

This Agreement does not create obligations or rights for any other State Agency, Elected Official, or Department. If applicable, independent Talkgroup sharing agreements may be negotiated between those entities.

**INTERGOVERNMENTAL AGREEMENT  
between  
GWINNETT COUNTY, GEORGIA  
and the  
GEORGIA DEPARTMENT OF PUBLIC SAFETY  
for  
USE OF CERTAIN TALKGROUPS**

This Intergovernmental Agreement ("Agreement") is made between Gwinnett County, Georgia ("Agency") a political subdivision of the State of Georgia, and the Georgia Department of Public Safety ("DPS"), a department of the executive branch of the State of Georgia, on the 12th day of January 2026. The Agency and DPS are each referred to as a "Party, and collectively as "the Parties".

WHEREAS, DPS is a state agency that oversees the Georgia State Patrol;

WHEREAS, the Georgia State Patrol's primary duty is to patrol the public roads and highways of this state, including interstate and state maintained highways, and to safeguard the lives and property of the public; and

WHEREAS, the Gwinnett County Police Department is a law enforcement agency located within Gwinnett County, Georgia, whose mission is to reduce crime and promote the quality of life, in partnership with the community; and

WHEREAS, DPS and the Agency previously entered into that certain prior Intergovernmental Agreement dated May 13, 2013, pursuant to which Gwinnett County made its 800 Megahertz Radio System (the "Agency Radio Network") available to the Georgia State Patrol for purposes of public safety communications in furtherance of cooperating to fulfill their respective duties to the citizen of Gwinnett County; and

WHEREAS, DPS has since deployed a LTE wireless communication system and the Parties desire to support interoperability of the systems to facilitate public safety communication pursuant to the terms of the talkgroup sharing agreement set forth herein.

NOW THEREFORE, for and in consideration of the mutual benefits to be realized from the obligations hereinafter set forth, DPS and the Agency mutually agree as follows:

**1. BACKGROUND AND PURPOSE**

With the advent of digital radio communications, traditional radio "channels" have been replaced with frequency independent "talkgroups". Normally, each talkgroup is assigned a name or designation, specific purpose, and designated, authorized use. To support interoperability, public safety agencies agree to enter into talkgroup sharing agreements with partnering agencies.

This talkgroup sharing agreement provides the framework for interoperability of certain Agency and DPS designated Talkgroups. A list of applicable Talkgroups is attached hereto as Table 1 and may be amended from time to time by the mutual agreement of the Parties.

The primary function of this talkgroup sharing agreement is to maximize interoperability and authorize partnership between Agency and DPS to enhance public safety. No exchange of funds is contemplated by this Agreement; DPS will pay for all costs associated with programming the authorized talkgroups into its equipment and for all of its operational costs.

This Agreement does not create obligations or rights for any other State Agency, Elected Official, or Department. If applicable, independent talkgroup sharing agreements may be negotiated between those entities.

## **2. RESPONSIBILITIES OF THE PARTIES**

To maximize interoperability, the Parties agree to:

- A. Utilize Talkgroups designated herein in compliance with the terms of this talkgroup sharing agreement.
- B. Access these Talkgroups for public safety purposes only and unauthorized use should be prohibited. Such uses include, but are not limited to, Dispatched Calls for Service, planned events, and mutual aid support.
- C. Assist with any necessary training for access, use, and proper operations of Talkgroups designated herein.
- D. Abide by all rules and regulations of the Federal Communications Commission, as well as all applicable federal, state, or local laws.
- E. Provide (14) fourteen days' advance written notification of a Party's intent to add, change, remove or delete subscriber or Talkgroup equipment.

## **3. ACCESS TO TALKGROUPS**

DPS agrees to maintain and keep current all Gwinnett County Radio System Access, System Key and Encryption agreements, and the terms and conditions of each shall apply to any communications technicians that will program DPS radios. DPS acknowledges that it has educated and informed the technicians of all Agency rules and regulations applicable to this Agreement.

This information shall not be shared with any other person or agency without prior written permission of Agency. If any unauthorized disclosure, use, or security breach occurs or is suspected, DPS shall notify Agency immediately and in no event later than 24 (twenty-four) hours following such event.

The Parties agree to provide access to the Talkgroup(s) designated in TABLE 1, as amended from time to time by the mutual agreement of the Parties. Each party will provide the Radio and Location information required by Paragraph 9 of TABLE 1, TALKGROUPS AND SITE INFORMATION. Agency will determine which Agency Site DPS' LTE "Donor" radio equipment will access. DPS will provide the

LAT/LONG coordinates and the street address of all DPS Donor sites at which “Donor” radio equipment will be installed. DPS agrees to comply with Agency’s procedures and guidelines governing the Agency Radio Network.

DPS agrees that Southern Linc technicians will not have access to the Donor radio equipment for any reason other than to physically connect the Donor radio to their system.

DPS agrees that Southern Linc will not provide any LTE talkgroups assigned to DPS and “Bridged” to the Agency radio system to any other user of their LTE Network except as described in section 4.

If the Agency has access to the Southern Linc LTE CriticalLinc Network, Agency’s designated sworn members, communications operators, and radio technicians will have access to the local GSP Post LTE talkgroup that is primary for DPS patrols of the Agency’s community at DPS’s expense.

#### **4. TALKGROUP AUTHORIZATIONS**

DPS is authorized to program the authorized Talkgroup(s) listed in Table 1 to DPS communication devices of DPS sworn law enforcement officers and communications operators.

DPS maintains User Alias lists and agrees to provide Agency updated User Alias lists within 48 hours of any such change.

DPS is authorized to establish a ‘Bridge’ of the “Donor” radio for the purpose of connecting and simulcasting the designated Talkgroups to the Southern Linc LTE CriticalLinc Network. Access to the ‘Bridge’ may be provided to DPS sworn members, Georgia Department of Natural Resources (DNR) sworn members and DPS radio technicians.

DPS agrees to only use Agency assigned and approved Radio Identification Numbers and Aliases on the “Donor” radio equipment. In the event of failure, DPS shall notify Agency within 48 hours of the failure and/or replacement.

DPS shall be solely responsible for the “Donor” radio and equipment installed in the Southern Linc LTE CriticalLinc Network.

This Agreement does not convey any rights to the Southern Linc LTE CriticalLinc Network to access the Agency Radio Network other than pursuant to its contract with DPS.

#### **5. TERM /TERMINATION**

This Agreement is effective upon the date that the last Party executes it and may be terminated by either by Party for any, or no, reason upon fourteen (14) days’ written notice to the other.

The term of this Agreement shall run from the effective date for a period of one (1) year and, unless terminated as provided above, the parties will confer to determine whether continuation is mutually beneficial. If agreeable, the Agreement will renew annually each year for four (4) additional one (1) year terms, for a total of five (5) years, unless terminated as provided above. Prior to expiration, the Parties will review the terms of the Agreement and discuss renewal or extension options.

#### **6. INTERFERENCE**

The Parties agree to immediately cease transmission by any means on "Donor" Radios and Talkgroups in the event of detected radio interference on either Party's radio system. The Parties shall use good faith efforts to resolve any such harmful radio interference for any further use.

The Parties will notify each other of any detected interference and the immediate action taken within 24 (twenty-four) hours of detection of the interference.

Use of Talkgroups other than those designated in Table 1 by the Parties shall be considered a violation of this Agreement and will result in an automatic termination at the discretion of the Party whose system has been violated.

## **7. LIABILITY**

DPS shall bear the responsibility and be liable for any act or omission, on the part of DPS, its officers, agents, employees, subcontractors and/or others working at the direction of DPS or on DPS's behalf, including, but not limited to Southern Linc, due to the violation of any pertinent federal, state or local law, rule or regulation while carrying out the operations of this Agreement, or due to any breach of this Agreement; provided, however, that DPS and its respective governing body does not waive its sovereign immunity by entering into this Agreement, and DPS retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this Agreement.

Agency shall bear the responsibility and be liable for any act or omission, on the part of Agency, its officers, agents, employees, subcontractors and/or others working at the direction of Agency, or on Agency's behalf, due to the violation of any pertinent federal, state or local law, rule or regulation while carrying out the operations of this Agreement, or due to any breach of this Agreement; provided, however, that Agency and its respective governing body does not waive its sovereign immunity by entering into this Agreement, and Agency retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this Agreement.

## **8. MODIFICATION AND ASSIGNMENT**

No modification or alteration of or amendment to this Agreement shall be effective and binding unless executed by both parties with the same degree of formality as this indenture. This Agreement may not be assigned.

## **9. NOTIFICATIONS**

Notices required by this Agreement shall be deemed duly given upon delivery, if delivered by hand, or three (3) days after mailing, if sent by certified mail return receipt requested, and provided to the receiving Party at the address set forth below.

### **GEORGIA DEPARTMENT OF PUBLIC SAFETY:**

Lt. Derrell Thigpen #57  
Director of Communications  
Post Office Box 1456  
Atlanta, GA 30371-1456  
[dthigpen@gsp.net](mailto:dthigpen@gsp.net)  
404-670-7929

**GWINNETT COUNTY, GEORGIA**  
Attn: Board of Commissioners  
ADDRESS: 75 Langley Drive  
Lawrenceville, Georgia 30046

With a copy to:  
Chief J.D. McLure  
770 Hi Hope Road  
Lawrenceville, GA 30043

Gwinnett County Attorney  
Gwinnett County Law Department  
75 Langley Drive  
Lawrenceville, Georgia 30046

## 10. MISCELLANEOUS

No provision of this Agreement shall be construed or interpreted so as to waive any of the immunities or protections otherwise afforded the parties by the Constitution, statutes, rules and regulations of the State of Georgia. Nothing contained in this Agreement shall be construed to be a waiver of DPS's or Agency's sovereign immunity or any individual's qualified good faith or official immunities. This Agreement neither establishes nor acknowledges liability of DPS or the Agency, or their respective governing bodies, for death, personal injury, or property damage sustained by any entity or individual in the course of performing this Agreement.

This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia.

The Parties hereto do not intend that any benefit be conferred on any third party or that the provisions hereof give rise to or create any duty or obligation or any cause of action arising therefrom on behalf of any third party.

This Agreement constitutes the entire agreement and understanding between the Parties with respect to the subject matter. This is intended as the final expression of their agreement and is a complete statement of the terms thereof. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

The individuals whose names appear below represent that they have or have been accorded by their governing or executive bodies the necessary authority to bind the entities on whose behalf each has executed this document.

**IN WITNESS WHEREOF**, the Georgia Department of Public Safety and the Agency have executed this Agreement which shall be effective as of the date first above written.

**FOR THE GEORGIA DEPARTMENT OF PUBLIC SAFETY:**



Colonel W. W. Hitchens, III  
Commissioner

For (AGENCY):

---

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Chair: \_\_\_\_\_

**TABLE 1 - TALKGROUP and SITE INFORMATION**

Donor Radio Serial Number	Donor Radio Alias	Donor Radio ID Number	Donor Location (LAT/LONG)	Donor Tower Site (LAT/LONG)	Donor Radio Antenna Azimuth	Agency Talkgroup Name	DPS LTE Talkgroup Name
527CNZ0079	GSPP51GWGSP	TBD	33°59'12.68"N / 84° 3'24.46"W	33°59'12.68"N / 84° 3'24.46"W	Omni	GW GSP1	P51
527CUR1542	GSPP51GWPD1	2340231	33°59'12.68"N / 84° 3'24.46"W	33°59'12.68"N / 84° 3'24.46"W	Omni	GW DIST1	GW DIST1-W
527CUK1682	GSPP51GWPD2	2340277	33°59'12.68"N / 84° 3'24.46"W	33°59'12.68"N / 84° 3'24.46"W	Omni	GW DIST2	GW DIST2-S
527CTM4757	GSPP51GWPD3	2340074	33°59'12.68"N / 84° 3'24.46"W	33°59'12.68"N / 84° 3'24.46"W	Omni	GW DIST3	GW DIST3-N
527CTP0883	GSPP51GWPD4	2340178	33°59'12.68"N / 84° 3'24.46"W	33°59'12.68"N / 84° 3'24.46"W	Omni	GW DIST4	GW DIST4-E
527CUR1473	GSPP51GWPD5	2340224	33°51'0.31"N / 84° 2'11.39"W	33°51'0.31"N / 84° 2'11.39"W	Omni	GW DIST5	GW DIST5-C
527CTP0906	GSPP51GWD6	2340267	33°51'0.31"N / 84° 2'11.39"W	33°51'0.31"N / 84° 2'11.39"W	Omni	GW DIST6	GW DIST6

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260068				
Department:	Support Services		Date Submitted:	12/23/2025
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	Purchasing - Brandi Cantie - BW		Multiple Depts?	No
Agenda Type	Award			
Item of Business:			Locked by Purchasing	No
BL104-25, provision of Galaxy Access Control system integrator services on an annual contract (January 20, 2026 through January 19, 2027), to A3 Communications, Inc., amount not to exceed \$208,744.25.				
Attachments	Summary Sheet, Justification Letter, Tabulation			
Authorization: Chairwoman's Signature?	<input type="checkbox"/> No			
Staff Recommendation	Award			
BAC Action:				
Department Head	rgadderley (1/6/2026)			
Attorney	nlwood (1/14/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Admin Support	*	\$133,744	brainey (1/14/2026)
Yes	Water & Sewer Op	*	\$60,000	
Yes	Fire & EMS	*	\$15,000	
Finance Comments	*The current balance in Repairs & Maintenance is checked as services are provided. For FY2026, \$191,350 is allocated. For FY2027, \$17,394 is subject to budget approval.			FinDir's Initials raroyal (1/14/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	No Action Taken
Tabled		
Motion		
2nd by		
		Vote

**SUMMARY – BL104-25**  
**Provision of Galaxy Access Control System Integrator Services on an Annual Contract**

<b>PURPOSE:</b>	This is a multi-departmental contract for the service, repairs, and installation for the Galaxy Access Control system for County buildings.
<b>LOCATION:</b>	Various locations throughout Gwinnett County
<b>AMOUNT TO BE SPENT:</b>	\$208,744.25
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$6,190,082.00*
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$5,558,203.00*
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	An accurate increase/decrease cannot be calculated due to a change in the scope of this contract.
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	856 42 website viewings
<b>NUMBER OF RESPONSES:</b>	3
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	No
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	January 20, 2026 through January 19, 2027

COMMENTS: \*The previous contract included both video surveillance and access control. Video surveillance was procured under a separate agreement.



## MEMORANDUM

TO: Bethany White  
Purchasing Associate II

FROM: Ron Adderley  
Director of Support Services 

SUBJECT: Recommendation to Award BL104-25 –Provision of Galaxy Access Control System Integrator Services on an Annual Contract

DATE: December 31, 2025

### REQUESTED ACTION

The Department of Support Services recommends award of the above referenced contract to A3 Communications, Inc. in the amount of \$208,744.25.

### DESCRIPTION

This is a multi-department contract for the service, repairs, and installation for the Galaxy Access Control system for County Buildings. The solicitation was advertised with a bid opening on November 21, 2025, and three bids were received. This award is based on the lowest responsive bid.

References checked?  Yes  No

### FINANCIAL

1. Estimated amount to be spent: \$208,744.25
2. Do total obligations agree with "Action Requested"? Yes  No
3. Budgeted: Yes  No  N/A
4. Grant Funded: Yes  No
5. SPLOST Funded: Yes  No
6. Contact name: Brian Greene Contact phone: 770.822.8967

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260087				
Department:	Support Services		Date Submitted:	12/31/2025
Working Session:	01/20/2026	Business Session:	01/20/2026	Public Hearing:
Submitted By:	Purchasing – Katie Maldonado – CB		Multiple Depts?	No
Agenda Type	Award			
Item of Business:			Locked by Purchasing	No
RP030-25, provision of custodial services at various county facilities on a multi-year contract, to Intercontinental Commercial Services, Inc. The initial term of this contract shall be February 1, 2026 through December 31, 2026, amount not to exceed \$2,748,786.53. This contract may be automatically renewed on an annual basis for a total lifetime contract term of five (5) years, total amount not to exceed \$13,743,932.65.				
Attachments	Summary Sheet, Justification Letters, Score Tabulation, Cost Tabulation			
Authorization: Chairwoman's Signature?	<input type="checkbox"/> Yes			
Staff Recommendation	Award			
BAC Action:				
Department Head	rgadderley (1/16/2026)			
Attorney	nlwood (1/16/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Various Operating	*	\$13,743,933	brainey (1/16/2026)
Finance Comments	*The current balances in Repairs & Maintenance and Professional Service Costs are checked as services are provided. For FY2026, \$2,748,787 is allocated. For FY2027-30, \$10,995,146 is subject to budget approval.			FinDir's Initials raroyal (1/16/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	
Tabled		
Motion		
2nd by		
		Vote
		No Action Taken

**SUMMARY – RP030-25****Provision of Custodial Services at Various County Facilities on a Multi-Year Contract**

<b>PURPOSE:</b>	This multi-department contract will provide custodial services at various County facilities.
<b>LOCATION:</b>	Various locations throughout Gwinnett County
<b>AMOUNT TO BE SPENT:</b>	\$2,748,786.53 Initial Term \$13,743,932.65 Full Term
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$2,011,840.00*
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$1,519,802.42*
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	An accurate increase/decrease cannot be obtained due to combining contracts, adding departments, and expanding services.
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	2,120 180 website viewings
<b>NUMBER OF RESPONSES:</b>	7
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	No
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	Initial Term: February 1, 2026 through December 31, 2026 Full Term: February 1, 2026 through December 31, 2030

COMMENTS: \*This amount represents totals for previous contracts (RP021-20 and RP036-21), which have been combined into this contract.



## MEMORANDUM

TO: Casey Beauston  
Purchasing Associate III

THROUGH: Lindsey Jorstad  
Director of Community Services

FROM: Summer Hamood   
Program Coordinator

SUBJECT: Recommendation to Award: RP030-25, Provision of Custodial Services at Various County Facilities on a Multi-Year Contract

DATE: January 12, 2026

### REQUESTED ACTION

The Department of Community Services recommends award of the above referenced contract to Intercontinental Commercial Services, Inc.

The initial term of the contract shall be February 1, 2026, through December 31, 2026, in the amount of \$1,000.00. This contract may be renewed automatically on an annual basis for a total lifetime contract term of five (5) years, ending December 31, 2030, in the total amount of \$5,000.00.

### DESCRIPTION

This contract provides for custodial services at various Gwinnett County facilities.

References checked? Yes X No \_\_\_\_\_

### FINANCIAL

1. Estimated amount to be spent: \$1,000.00 (Initial Contract Term)  
\$5,000.00 (Full Contract Term)
2. Projected amount to be spent previous contract period: \$0.00
3. Do total obligations agree with "Action Requested"? Yes X No \_\_\_\_\_
4. Budgeted: Yes X No \_\_\_\_\_
5. Grant Funded: Yes        No X
6. SPLOST Funded: Yes        No X
7. Contact name: Summer Hamood Contact phone: 770-822-8856



## MEMORANDUM

TO: Casey Beauston  
Purchasing Associate III 

THROUGH: Fred Cephas   
Director of Fire and Emergency Services

FROM: Michael Williamson   
Section Manager

SUBJECT: Recommendation to Award RP030-25 Provision of Custodial Services at Various County Facilities

DATE: January 7, 2026

### REQUESTED ACTION

The Department of Fire and Emergency Services recommends award of the above referenced contract to Intercontinental Commercial Services, Inc. in the amount of \$189,801.60.

### DESCRIPTION

Vendor is to provide custodial services and carpet/upholstery cleaning during the contract period.

References Checked?  Yes  No

### FINANCIAL

1. Estimated amount to be spent: \$37,960.32 first term: \$189,801.60 full contract term.
2. Projected amount to be spent previous contract period: N/A
3. Do total obligations agree with "Action Requested"? Yes  No
4. Budgeted: Yes  No  N/A
5. Grant Funded: Yes  No
6. SPLOST Funded: Yes  No
7. Contact name: Crystal Terry Contact phone: 678-518-4956



## MEMORANDUM

TO: Casey Beauston  
Purchasing Associate III

THROUGH: Chris Minor *C.N.M.*  
Director of Parks and Recreation

FROM: Summer Hamood *Summer Hamood*  
Program Coordinator

SUBJECT: Recommendation to Award: RP030-25, Provision of Custodial Services at Various County Facilities on a Multi-Year Contract

DATE: January 9, 2026

### REQUESTED ACTION

The Department of Parks and Recreation recommends award of the above referenced contract to Intercontinental Commercial Services, Inc.

The initial term of the contract shall be February 1, 2026, through December 31, 2026, in the amount of \$7,000.00. This contract may be renewed automatically on an annual basis for a total lifetime contract term of five (5) years, ending December 31, 2030, in the total amount of \$35,000.00.

### DESCRIPTION

This contract provides for custodial services at various Gwinnett County facilities.

References checked? Yes X No \_\_\_\_\_

### FINANCIAL

1. Estimated amount to be spent: \$7,000.00 (Initial Contract Term)  
\$35,000.00 (Full Contract Term)
2. Projects amount to be spent previous contract period: \$5,000.00
3. Do total obligations agree with "Action Requested"? Yes X No \_\_\_\_\_
4. Budgeted: Yes X No \_\_\_\_\_
5. Grant Funded: Yes    No X
6. SPLOST Funded: Yes    No X
7. Contact name: Summer Hamood Contact phone: 770-822-8856



## MEMORANDUM

TO: Casey Beauston  
Purchasing Associate III

THROUGH: J.D. McClure, Chief of Police *MM*  
Department of Police Services

FROM: Felicia Kemp *JK*  
Financial Supervisor

SUBJECT: Recommendation to Award RP030-25 Provision of Custodial Services at Various County Facilities on a Multi-Year Contract

DATE: January 8, 2026

### REQUESTED ACTION

The Department of Police Services recommends award of the above referenced, multi-year contract for five (5) years to Intercontinental Commercial Services, Inc. in the amount of \$42,232.82 for the first year.

### DESCRIPTION

Contract is to provide carpet cleaning and protector application services on a multi-year contract at various Police facilities.

References checked?  Yes  No

### FINANCIAL

1. Estimated amount to be spent: \$42,232.82 (Initial Contract Term)  
\$211,164.10 (Full Contract Term)
2. Projected amount to be spent previous contract period: N/A
3. Do total obligations agree with "Action Requested"? Yes  No
4. Budgeted: Yes  No  N/A
5. Grant Funded: Yes  No
6. SPLOST Funded: Yes  No
7. Contact name: Wanya Dong Contact phone: 770-513-5070



# Gwinnett County Sheriff's Office

2900 University Parkway • Lawrenceville, GA 30043 • 770.619.6500  
GwinnettCountySheriff.com | Twitter & Facebook @GwinnettSheriff

Sheriff Keybo Taylor

Chief Cleophas Atwater

## MEMORANDUM

TO: Casey Beauston  
Purchasing Associate III

THROUGH: Cleophas Atwater *CA*  
Chief

FROM: Samenatha Sainmelus *SS*  
Business Manager

SUBJECT: Recommendation to Award RP030-25 Provision of Custodial Services at  
Various Facilities on an Annual Contract

DATE: January 8, 2025

### REQUESTED ACTION

The Department of Gwinnett County Sheriff's Office recommends award of the above referenced contract to Intercontinental Commercial Services, Inc. in the amount of \$138,000.00.

### DESCRIPTION

This contract is for the custodial services within the Detention Center and Sheriff's Building.

### FINANCIAL

1. Estimated amount to be spent: \$138,000.00 (Initial Contract Term)  
Estimated amount to be spent: \$690,000.00 (Full Contract Term)
2. Projected amount to be spent previous contract period: \$114,565.00
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No        N/A
5. Grant Funded: Yes        No X
6. SPLOST Funded: Yes        No X
7. Contact name: Glen Fountain Contact phone: 770-619-6406



## MEMORANDUM

TO: Casey Beauston  
Purchasing Associate II

FROM: Ron Adderley *(Signature)*  
Director of Support Services

SUBJECT: Recommendation to Award RP030-25 Provision of Custodial Services at Various County Facilities on a Multi-Year Contract

DATE: January 5, 2026

### REQUESTED ACTION

The Department of Support Services recommends award of the above referenced contract to Intercontinental Commercial Services, Inc. first term in the amount of \$2,142,593.39; full term in the amount of \$10,712,966.95.

### DESCRIPTION

This is a multi-departmental contract for Custodial Services at Various County Facilities.

References checked?  Yes  No

### FINANCIAL

1. Estimated amount to be spent: \$2,142,593.39 first term; \$10,712,966.95 full term
2. Projected amount to be spent previous contract period: \$ 1,018,381.42 (02/01/2025 - 01/31/2026)
3. Do total obligations agree with "Action Requested"? Yes  No
4. Budgeted: Yes  No  N/A
5. Grant Funded: Yes  No
6. SPLOST Funded: Yes  No
7. Contact name: Charles Welch Contact phone: 770.822.3171



## MEMORANDUM

TO: Casey Beauston  
Purchasing Associate III

THROUGH: Rebecca Shelton, PE *RS*  
Director, Department of Water Resources

FROM: Sean Meyer *SM*  
Deputy Director, Facility Operations

SUBJECT: Recommendation for Award of RP030-25 Provision of Custodial Services at Various County Facilities on a Multi-Year Contract

DATE: January 6, 2026

### REQUESTED ACTION

The Department of Water Resources recommends the award of the above referenced contract to Intercontinental Commercial Services, Inc. The initial term of this contract shall be February 1, 2026, through December 31, 2026, in the departmental allocation amount of \$380,000.00. This contract may be renewed automatically on an annual basis for a total lifetime contract term of five (5) years ending December 31, 2030, total departmental allocation amount of \$1,900,000.00.

### DESCRIPTION

This contract is used for comprehensive custodial services for buildings maintained by the Department. The contract includes day porter and night cleaning services and allows for additional cleaning services as needed.

### FINANCIAL

1. Estimated amount to be spent: \$ 380,000.00 (Initial Contract Term)  
\$1,900,000.00 (Full Contract Term)
2. Projected amount spent previous contract period: \$381,856.00
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No
5. Grant Funded: Yes    No X
6. SPLOST Funded: Yes    No X
7. Contact name: Adam Garmon (DWR) Contact phone: 678-376-7181 *AG*

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260077				
Department:	Support Services	Date Submitted:	12/26/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	Ron Adderley	Multiple Depts?		
Agenda Type	Approval/authorization			
Item of Business:		Locked by Purchasing	No	
for the Chairwoman to execute any and all documents necessary to grant an underground power easement to Georgia Power Company for installation and maintenance of power utility infrastructure to serve the Dacula Activity Building at 2735 Auburn Avenue, Dacula.				
Attachments	Memo, Underground Easement and Map			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Approval			
BAC Action:				
Department Head	rgadderley (12/26/2025)			
Attorney	nlwood (1/12/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
	N/A	*	N/A	brainey (1/9/2026)
Finance Comments	*No budget impact.			FinDir's Initials raroyal (1/9/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	No Action Taken
Tabled		
Motion		
2nd by		
		Vote



## MEMORANDUM

TO: Chairwoman  
District Commissioners

FROM: Ron Adderley *RJA*  
Director

SUBJECT: Approval/authorization to Execute an Easement

DATE: December 23, 2025

### ITEM OF BUSINESS

Approval/authorization for the Chairwoman to execute any and all documents necessary to grant an underground power easement to Georgia Power Company for installation and maintenance of power utility infrastructure to serve the Dacula Activity Building at 2735 Auburn Avenue, Dacula.

### BACKGROUND AND DISCUSSION

The Dacula Park Activity Center is under construction at 2735 Auburn Avenue, Dacula. The easement provides for installation of underground power distribution, service lines, and transformers. This easement is needed to provide power to the County facility.

After recording, return to:  
Georgia Power Company  
Attn: Land Acquisition (Recording)  
241 Ralph McGill Blvd NE  
Bin 10151  
Atlanta, GA 30308-3374

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**TAX ID: R5307 038**

PROJECT 2025090229 LETTER FILE DEED FILE MAP FILE

ACCOUNT NUMBER 11047464-GPC9596-VBS-GP267E09625

NAME OF LINE/PROJECT: 2735 OLD AUBURN RD (GWINNETT COUNTY) DISTRIBUTION LINE

PARCEL NUMBER 001

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STATE OF GEORGIA  
FAYETTE COUNTY

**U N D E R G R O U N D E A S E M E N T**

For and in consideration of the sum of Ten and No/100 Dollars (\$10.00) and other good and valuable consideration, in hand paid by GEORGIA POWER COMPANY, a Georgia corporation (the "Company"), the receipt and sufficiency of which are hereby acknowledged, GWINNETT COUNTY, GEORGIA (the "Undersigned", which term shall include heirs, successors and/or assigns), whose mailing Address is 75 Langley Dr, Lawrenceville, GA 30046, does hereby grant and convey to the Company, its successors and assigns, the right, privilege and easement to go in, upon, along, across, under and through the Property (as defined below) for the purposes described herein.

The "Property" is defined as that certain tract of land owned by the Undersigned at 2735 OLD AUBURN RD, DACULA, GA 30019 (Tax Parcel ID No. R5307 038) in Land Lot 307, of the 5 District of Gwinnett County, Georgia.

The "Easement Area" is defined as any portion of the Property located (a) within ten (10) feet of the centerline of the underground distribution line(s) as installed in the approximate location(s) shown on "Exhibit A" attached hereto and made a part hereof, and (b) within ten (10) feet from each side of any related above-ground equipment and facilities, including without limitations cubicles, transformers and service pedestals, as installed in the approximate location(s) shown in "Exhibit A".

The rights granted herein include and embrace the right of the Company to construct, operate, maintain, repair, renew and rebuild continuously upon and under the Easement Area its lines for transmitting electric current with wires, transformers, service pedestals, manholes, conduits, cables and other necessary apparatus, fixtures and appliances; the right to stretch communication or other lines of any other company or person under the Easement Area; the right to

-----  
PARCEL 001            NAME OF            2735 OLD AUBURN RD (GWINNETT COUNTY) DISTRIBUTION  
                          LINE/PROJECT:            LINE  
-----

assign this Underground Easement in whole or in part; the right at all times to enter upon the Easement Area for the purpose of inspecting said lines and/or making repairs, renewals, alterations and extensions thereon, thereunder, thereto or therefrom; the right to cut, trim, remove, clear and keep clear of said underground lines, transformers, fixtures, and appliances all trees and other obstructions that may in the opinion of the Company now or hereafter in any way interfere or be likely to interfere with the proper maintenance and operation of said underground lines, transformers, fixtures, and appliances; the right of ingress and egress over the Property to and from the Easement Area; and the right to install and maintain electrical and communication lines and facilities to existing and future structure(s) within the Easement Area under the easement terms provided herein. Any timber cut on the Easement Area by or for the Company shall remain the property of the owner of said timber.

The Undersigned does not convey any land, but merely grants the rights, privileges and easements hereinbefore set out.

The Company shall not be liable for or bound by any statement, agreement or understanding not herein expressed.

[Signature(s) on Following Page(s)]

PARCEL 001 NAME OF 2735 OLD AUBURN RD (GWINNETT COUNTY) DISTRIBUTION  
LINE/PROJECT: LINE

IN WITNESS WHEREOF, the Undersigned has/have hereunto set his/her/their hand(s) and seal(s), this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

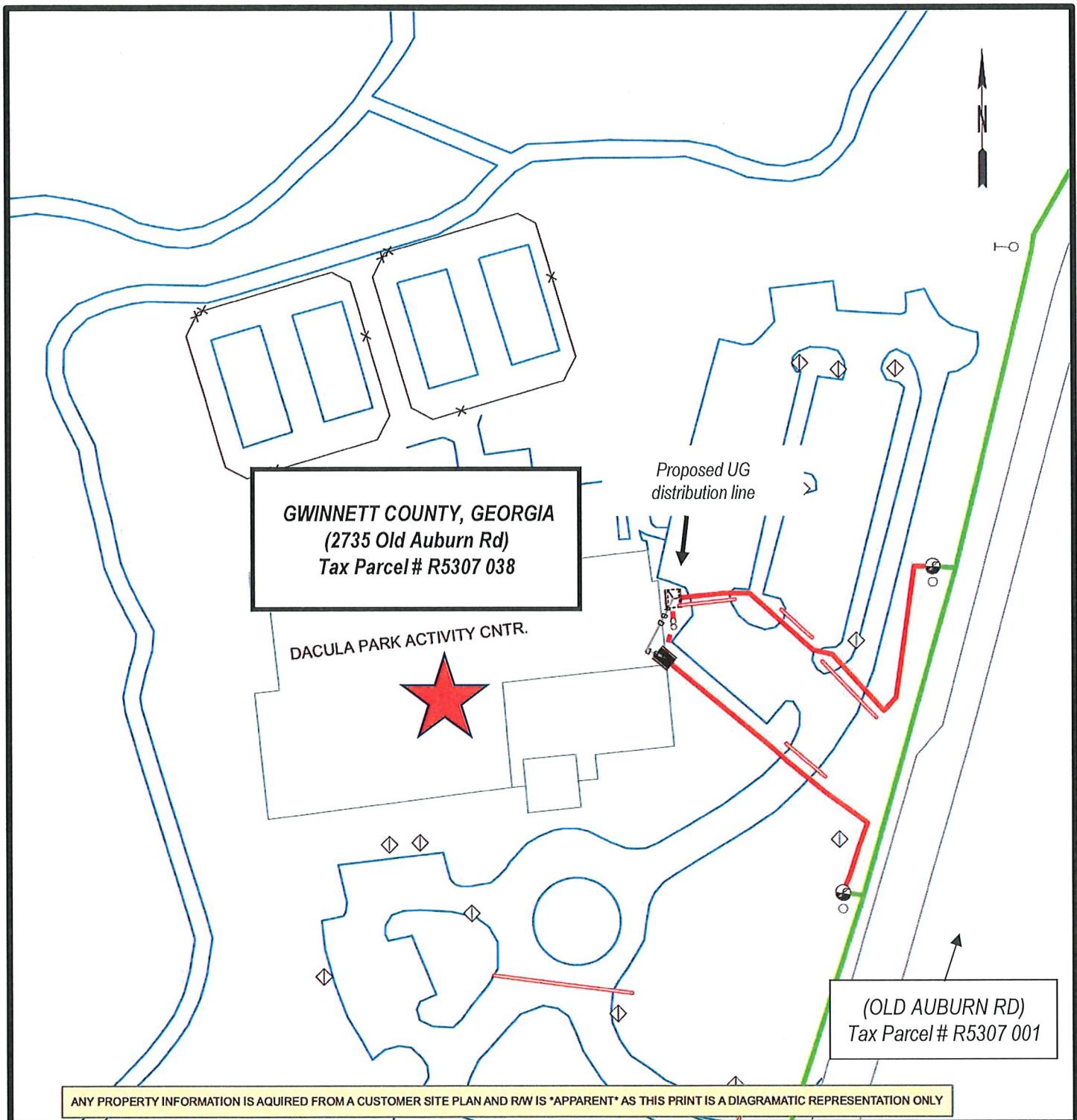
Signed, sealed and delivered in the GWINNETT COUNTY GEORGIA  
presence of:

By: \_\_\_\_\_ (SEAL)  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Witness \_\_\_\_\_

Notary Public \_\_\_\_\_ Name: \_\_\_\_\_  
Title: \_\_\_\_\_

[CORPORATE SEAL]

# Exhibit "A"



# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260086				
Department:	Transportation	Date Submitted:	12/31/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	Purchasing – Katie Maldonado – MM	Multiple Depts?	No	
Agenda Type	Award			
Item of Business:		Locked by Purchasing	No	
BL124-25, Ridge Road at Thompson Mill Road intersection improvement project, to Backbone Infrastructure, LLC, amount not to exceed \$3,060,001.00. This contract is funded by the 2017 SPLOST Program.				
Attachments	Summary Sheet, Justification Letter, Tabulation, Justification Support			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Award			
BAC Action:				
Department Head	eeaponte (1/2/2026)			
Attorney	tllettsome (1/12/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	2017 SPLOST	*	\$3,060,001	brainey (1/9/2026)
Finance Comments	*Amount available in Ridge Road at Thompson Mill Road project. Adjust budget to align with approval of this contract.			FinDir's Initials raroyal (1/9/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	
Tabled		
Motion		
2nd by		
		Vote
		No Action Taken

**SUMMARY – BL124-25**  
**Ridge Road At Thompson Mill Road Intersection Improvement Project**

<b>PURPOSE:</b>	This project consists of the construction of a new roundabout at the intersection of Ridge Road and Thompson Mill Road. This project also includes the installation of new concrete sidewalks, street lighting, curb and gutter, and associated drainage improvements.
<b>LOCATION:</b>	District 4/Holtkamp
<b>AMOUNT TO BE SPENT:</b>	\$3,060,001.00
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	N/A
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	N/A
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	N/A
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	1,270 11 plan holders 97 website viewings
<b>NUMBER OF RESPONSES:</b>	11
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	No
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	200 available days from issuance of Notice to Proceed

COMMENTS:



GWINNETT COUNTY  
DEPARTMENT OF TRANSPORTATION

446 West Crogan Street, Suite 410 | Lawrenceville, GA 30046-2440  
770.822.7400  
GwinnettCounty.com

MEMORANDUM

**TO:** Michael Milstein, Purchasing Associate II  
Purchasing Division, DOFS

**THROUGH:** Edgardo E. Aponte, P.E., Director  
Department of Transportation

**FROM:** Erica Brizzee, P.E., Deputy Director  
Department of Transportation

**SUBJECT:** Recommendation to Award BL124-25  
Ridge Road at Thompson Mill Road  
M01382.1

**DATE:** October 31, 2025

**REQUESTED ACTION**

The Department of Transportation recommends award of the above referenced contract to Backbone Infrastructure, LLC in an amount not to exceed \$3,060,001.00.

**DESCRIPTION**

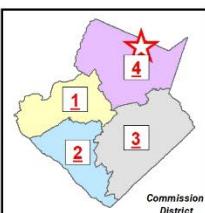
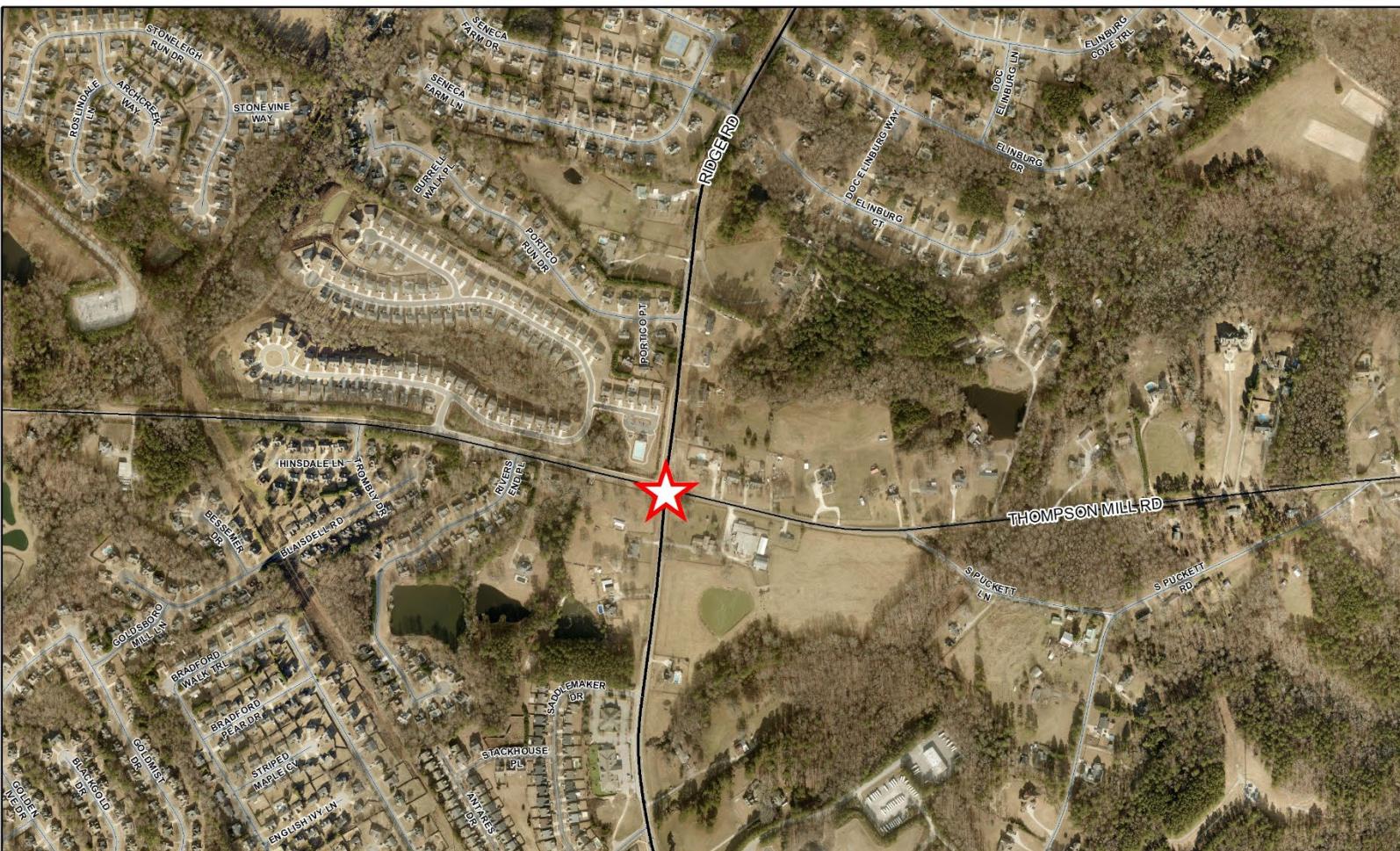
This project consists of the construction of a roundabout at the intersection of Ridge Road and Thompson Mill Road. The project also includes installation of sidewalks, street lighting, curb and gutter, and associated drainage improvements within the project limits. This contract is funded by the 2017 SPLOST Program.

References checked?  Yes  No

**FINANCIAL**

1. Estimated amount to be spent: \$3,060,001.00
2. Do total obligations agree with "Action Requested"? Yes  No
3. Budgeted: Yes  No
4. Grant Funded: Yes  No
5. SPLOST Funded: Yes  No
6. Contact name: Beth Theodos Contact phone: 770.822.7470

## RIDGE ROAD AT THOMPSON MILL ROAD (M01382.1)



### PROJECT DESCRIPTION SUMMARY:

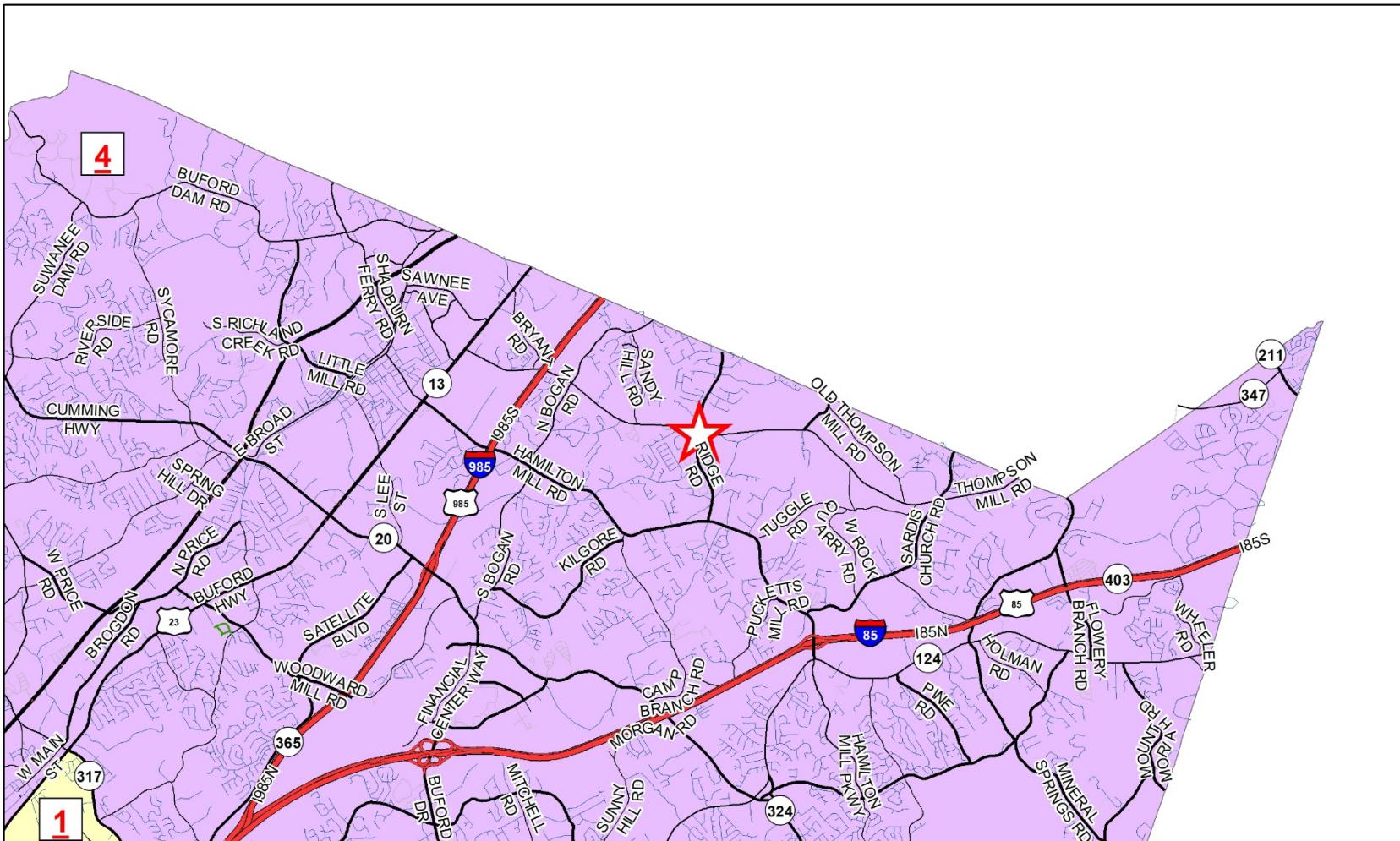
This project consists of the construction of a roundabout at the intersection of Ridge Road and Thompson Mill Road. The project also includes installation of sidewalks, street lighting, curb and gutter, and associated drainage improvements within the project limits. This contract is funded by the SPLOST Program.

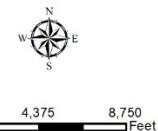
These materials are provided "as is" without warranty of any kind, either express or implied, including but not limited to, the implied warranties of merchantability or fitness for particular purpose. Use of these materials constitutes acceptance of this disclaimer of liability. This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review sources to ascertain the usability of the information



0 380 760 Feet

## RIDGE ROAD AT THOMPSON MILL ROAD (M01382.1)



 <b>Commission District</b>	 <b>Gwinnett Transportation</b>	<b>PROJECT DESCRIPTION SUMMARY:</b> <p>This project consists of the construction of a roundabout at the intersection of Ridge Road and Thompson Mill Road. The project also includes installation of sidewalks, street lighting, curb and gutter, and associated drainage improvements within the project limits. This contract is funded by the SPLOST Program.</p>	 0 4,375 8,750 Feet	These materials are provided "as is" without warranty of any kind, either express or implied, including but not limited to, the implied warranties of merchantability or fitness for particular purpose. Use of these materials constitutes acceptance of this disclaimer of liability. This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review sources to ascertain the usability of the information
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# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260021				
Department:	Water Resources	Date Submitted:	12/11/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	Purchasing – Katie Maldonado – BB	Multiple Depts?	No	
Agenda Type	Award			
Item of Business:		Locked by Purchasing	No	
BL079-25, replacement of odor control fans at the F. Wayne Hill Water Resources Center, to IHC Construction Companies, LLC, amount not to exceed \$1,950,000.00.				
Attachments	Summary Sheet, Justification Letter, Tabulation			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Award			
BAC Action:	Water and Sewerage Authority Approved on January 12, 2026, Vote 5-0.			
Department Head	rmshelton (1/5/2026)			
Attorney	nlwood (1/13/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Water & Sewer R&E	*	\$1,950,000	brainey (1/12/2026)
Finance Comments	*Amount available in F. Wayne Hill WRC Rehab/Replacement project. Adjust budget to align with approval of this contract.			FinDir's Initials raroyal (1/12/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		Vote
Motion		
2nd by		

**SUMMARY – BL079-25****Replacement of Odor Control Fans at the F. Wayne Hill Water Resources Center**

<b>PURPOSE:</b>	This contract is for the purchase and installation of five (5) replacement centrifugal fans used in the odor control process at the F. Wayne Hill Water Resources Center.
<b>LOCATION:</b>	F. Wayne Hill Water Resources Center
<b>AMOUNT TO BE SPENT:</b>	\$1,950,000.00
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	N/A
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	N/A
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	N/A
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	2,118 79 website viewings
<b>NUMBER OF RESPONSES:</b>	3
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	Yes 12
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	210 consecutive calendar days from issuance of Notice to Proceed

**COMMENTS:**



## MEMORANDUM

TO: Brittany Bryant  
Purchasing Associate III

THROUGH: Rebecca Shelton, PE *RS*  
Director, Department of Water Resources

FROM: Sean Meyer *SM*  
Deputy Director, Facility Operations

SUBJECT: Recommendation to Award BL079-25 Replacement of Odor Control Fans at the F. Wayne Hill Water Resources Center

DATE: December 8, 2025

### REQUESTED ACTION

The Department of Water Resources recommends award of the above referenced contract with IHC Construction Companies, LLC, in the amount not to exceed \$1,950,000.00.

### DESCRIPTION

This contract is for the purchase and installation of 5 replacement centrifugal fans used in the odor control process at the F. Wayne Hill Water Resources Center.

References Checked      Yes X      No       

### FINANCIAL

1. Estimated amount to be spent: \$1,950,000.00
2. Projected amount spent previous contract period: n/a
3. Do total obligations agree with "Action Requested"? Yes X      No
4. Budgeted: Yes X      No
5. Grant Funded: Yes        No X
6. SPLOST Funded: Yes        No X
7. Contact name: Adam Garmon (DWR)      Contact phone: 678-376-7181 *AG*

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260023				
Department:	Water Resources	Date Submitted:	12/12/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	Purchasing – Katie Maldonado – BB	Multiple Depts?	No	
Agenda Type	Award			
Item of Business:		Locked by Purchasing	No	
BL110-25, purchase of outdoor pad mount switches and compartmental transformers, to Magnetron USA, LLC and Nationwide Electric Supply, LLC, amount not to exceed \$107,823.00.				
Attachments	Summary Sheet, Justification Letter, Tabulation			
Authorization: Chairwoman's Signature?	<input type="checkbox"/> No			
Staff Recommendation	Award			
BAC Action:				
Department Head	rmshelton (1/5/2026)			
Attorney	nlwood (1/14/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Water & Sewer R&E	*	\$107,823	brainey (1/14/2026)
Finance Comments	*Amount available in Water Resources Lab Rehab/Replace project. Adjust budget to align with approval of this contract.			FinDir's Initials raroyal (1/13/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		No Action Taken
Action	New Item	
Tabled		
Motion		
2nd by		
		Vote

## SUMMARY – BL110-25

### Purchase of Outdoor Pad Mount Switches and Compartmental Transformers

<b>PURPOSE:</b>	This contract is for the purchase of two fused pad mounted switches and two pad mounted compartmental transformers for the Water Resources Laboratory to provide for the automatic switch to backup power during power outages.
<b>LOCATION:</b>	Gwinnett County Water Resources Laboratory 1510 One Water Way Buford, GA 30519
<b>AMOUNT TO BE SPENT:</b>	\$107,823.00
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	N/A
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	N/A
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	N/A
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	2,410 61 website viewings
<b>NUMBER OF RESPONSES:</b>	8 1 non-responsive* 1 withdrew**
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	No
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	Approximately 46 weeks from issuance of Notice to Proceed

COMMENTS: \*One bidder was deemed non-responsive due to failure to comply with bid requirements.

\*\*One bidder withdrew their bid due to their inability to hold pricing firm until award.



## MEMORANDUM

TO: Brittany Bryant  
Purchasing Associate III

THROUGH: Rebecca Shelton, PE *RS*  
Director, Department of Water Resources

FROM: Sean Meyer *SM*  
Deputy Director, Facility Operations

SUBJECT: Recommendation to Award BL110-25 Purchase of Outdoor Pad Mount Switches and Compartmental Transformers for the Water Laboratory

DATE: December 12, 2025

### REQUESTED ACTION

The Department of Water Resources recommends award of the above referenced contract with Nationwide Electric Supply, LLC and Magnetron USA, LLC in the amount not to exceed \$107,823.00.

### DESCRIPTION

This contract is for the purchase of two fused pad mounted switches and two pad mounted compartmental transformers for the Water Resources Laboratory to provide for the automatic switch to backup power during power outages.

References Checked Yes X No \_\_\_\_\_

### FINANCIAL

1. Estimated amount to be spent: \$107,823.00
2. Projected amount spent previous contract period: n/a
3. Do total obligations agree with "Action Requested"? Yes X No \_\_\_\_\_
4. Budgeted: Yes X No \_\_\_\_\_
5. Grant Funded: Yes \_\_\_\_\_ No X
6. SPLOST Funded: Yes \_\_\_\_\_ No X
7. Contact name: Adam Garmon (DWR) Contact phone: 678-376-7181 *AG*

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260026				
Department:	Water Resources	Date Submitted:	12/12/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	Purchasing – Katie Maldonado – BB	Multiple Depts?	No	
Agenda Type	Award			
Item of Business:		Locked by Purchasing	No	
BL106-25, Kent Court water main replacement, to The Dickerson Group, Inc., amount not to exceed \$1,967,810.38.				
Attachments	Summary Sheet, Justification Letter, Tabulation, Justification Support			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Award			
BAC Action:	Water and Sewerage Authority Approved on January 12, 2026. Vote 4-0.			
Department Head	rmshelton (1/5/2026)			
Attorney	nlwood (1/13/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Water & Sewer R&E	*	\$1,967,810.38	brainey (1/12/2026)
Finance Comments	*Amount available in Distribution Systems Rehab/Replacement project. Adjust budget to align with approval of this contract.			FinDir's Initials raroyal (1/12/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	
Tabled		
Motion		
2nd by		
		Vote
		No Action Taken

**SUMMARY – BL106-25**  
**Kent Court Water Main Replacement**

<b>PURPOSE:</b>	This project will replace approximately 1.3 miles of existing water mains in the Claiborne Manor and Forest Manor neighborhoods located in unincorporated Gwinnett County. The existing water mains are over 50 years old. This project will replace the aging infrastructure as part of the County's water main replacement program to ensure the reliability of the water distribution system in this area.
<b>LOCATION:</b>	District 1/Carden
<b>AMOUNT TO BE SPENT:</b>	\$1,967,810.38
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	N/A
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	N/A
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	N/A
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	1,284 38 pre-qualified contractors 15 plan holders 261 website viewings
<b>NUMBER OF RESPONSES:</b>	12
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	Yes 3
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	300 consecutive calendar days from issuance of Notice to Proceed

COMMENTS:



## MEMORANDUM

TO: Brittany Bryant  
Purchasing Associate III, Department of Financial Services

THROUGH: Rebecca Shelton, PE *RS*  
Director, Department of Water Resources

FROM: Kristopher Campbell, PE *KC*  
Deputy Director, Department of Water Resources

SUBJECT: Recommendation to Award BL106-25  
Kent Court Water Main Replacement  
Project Number: M00736.65

DATE: December 15, 2025

### REQUESTED ACTION

The Department of Water Resources recommends award of the above referenced contract with The Dickerson Group, Inc., in the amount of \$1,967,810.38.

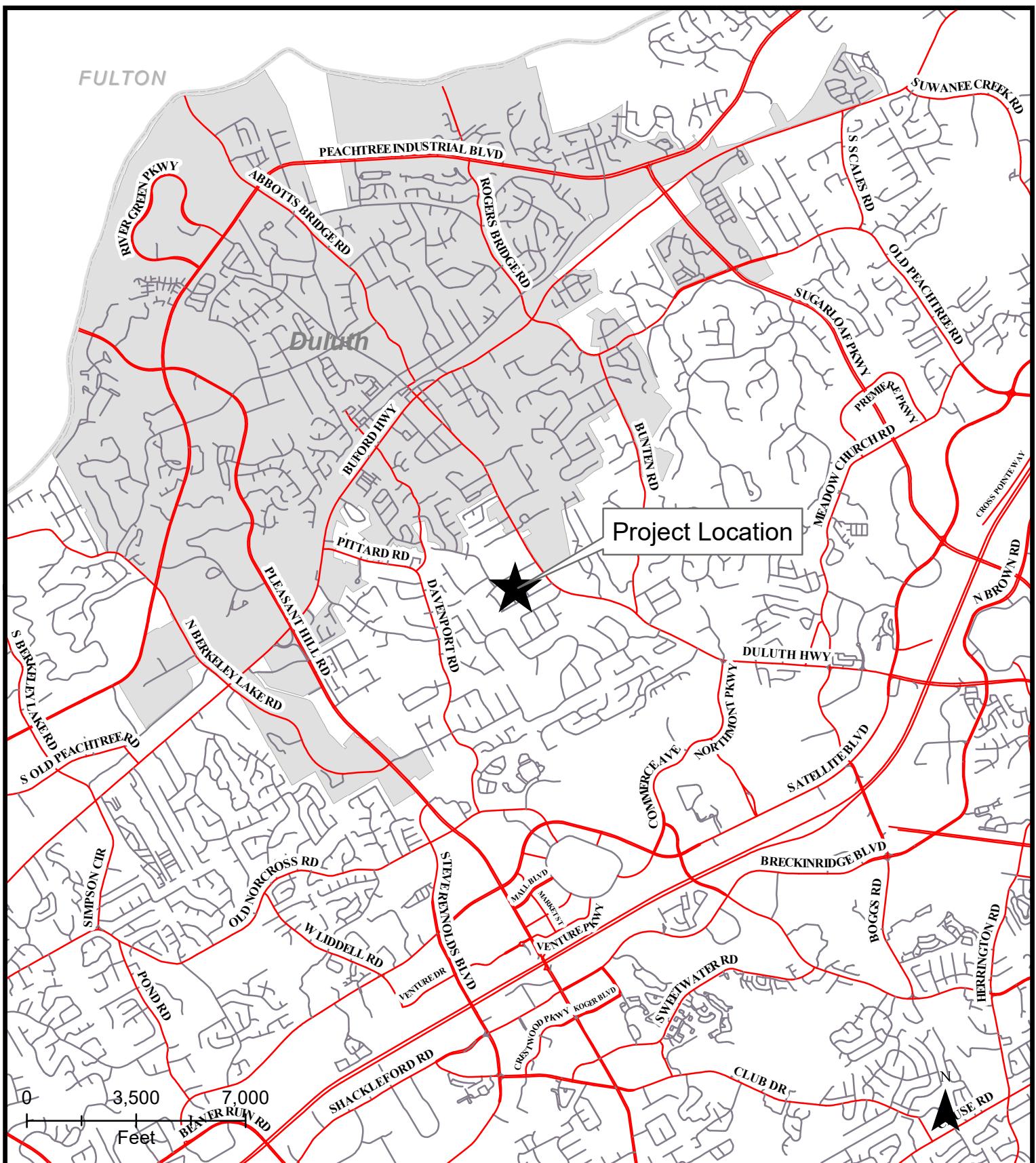
### DESCRIPTION

This project will replace approximately 1.3 miles of existing water mains in the Claiborne Manor and Forest Manor neighborhoods located in unincorporated Gwinnett County. The existing water mains are over 50 years old. This project will replace the aging infrastructure as part of the County's water main replacement program to ensure the reliability of the water distribution system in this area.

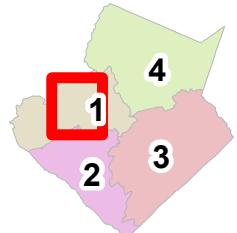
References checked?  Yes  No

### FINANCIAL

1. Estimated amount to be spent: \$1,967,810.38
2. Do total obligations agree with "Action Requested"? Yes  No
3. Budgeted: Yes  No  N/A
4. Grant Funded: Yes  No
5. SPLOST Funded: Yes  No
6. Contact name: Adam Garmon Contact phone: 678-376-7181 *AG*



**Location**



**Project Name:** Kent Court Water Main Replacement

**Project Number:** M-0736-65 / BL106-25

**Commission District:** 1 - Carden



Date: 12/3/2025



**Project Information**

**Project Name:** Kent Court Water Main Replacement

**Project Number:** M-0736-65

**Commission District:** 1 - Carden



Date: 9/11/2025

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260034				
Department:	Water Resources	Date Submitted:	12/16/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	Purchasing – Katie Maldonado – BB	Multiple Depts?	No	
Agenda Type	Award			
Item of Business:		Locked by Purchasing	No	
BL113-25, Wayne Mason raw water intake improvements, to Garney Companies, Inc., amount not to exceed \$40,434,170.00. Approval/authorization for the Chairwoman or designee to sign any and all related documents.				
Attachments	Summary Sheet, Justification Letter, Tabulation, Justification Support			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Award			
BAC Action:	Water and Sewerage Authority Approved on January 12, 2026, Vote 4-0.			
Department Head	rmshelton (1/5/2026)			
Attorney	nlwood (1/15/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Water & Sewer R&E	*	\$40,434,170	brainey (1/15/2026)
Finance Comments	*Upon approval, adjust appropriations from Lester Woods Dr & Wood View Dr and Utility Relocation projects to Wayne Mason Intake and Maint project for FY2026. Adjust appropriations and revenue as necessary in Wayne Mason Intake and Maint and Admin / Rev - Fund 504 projects for FY2027-29. For FY2026, \$5,750,000 is allocated. For FY2027-29, \$34,684,170 is subject to budget approval.		FinDir's Initials	raroyal (1/14/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	
Tabled		
Motion		
2nd by		
		Vote
		No Action Taken

**SUMMARY – BL113-25**  
**Wayne Mason Raw Water Intake Improvements**

<b>PURPOSE:</b>	The Wayne Mason Raw Water Intake facility is located on Lake Lanier and supplies water to the Lanier and Shoal Creek Filter Plants serving over one million Gwinnett County residents. The intake pipes are 50 years old and in need of replacement. This project will replace the existing raw water intake pipes that extend into Lake Lanier, replace valves, and modify the pump station for improved maintenance access.
<b>LOCATION:</b>	District 4/Holtkamp
<b>AMOUNT TO BE SPENT:</b>	\$40,434,170.00
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	N/A
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	N/A
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	N/A
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	1,839 31 plan holders 414 website viewings
<b>NUMBER OF RESPONSES:</b>	2 6 no bids
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	Yes 22
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	Limited response was due to vendors not having the time and/or resources required to provide services within the timeframe specified.
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	1,035 consecutive calendar days from issuance of Notice to Proceed

COMMENTS:



## MEMORANDUM

TO: Brittany Bryant  
Purchasing Associate III, Department of Financial Services

THROUGH: Rebecca Shelton, PE *RS*  
Director, Department of Water Resources

FROM: Kristopher Campbell, PE *MC*  
Deputy Director, Department of Water Resources

SUBJECT: Recommendation to Award BL113-25  
Wayne Mason Raw Water Intake Improvements  
Project Number: F01448.1

DATE: November 24, 2025

### REQUESTED ACTION

The Department of Water Resources recommends award of the above referenced contract with Garney Companies, Inc. in the amount of \$40,434,170.00. The Department requests approval for the Chairwoman to execute all related documents.

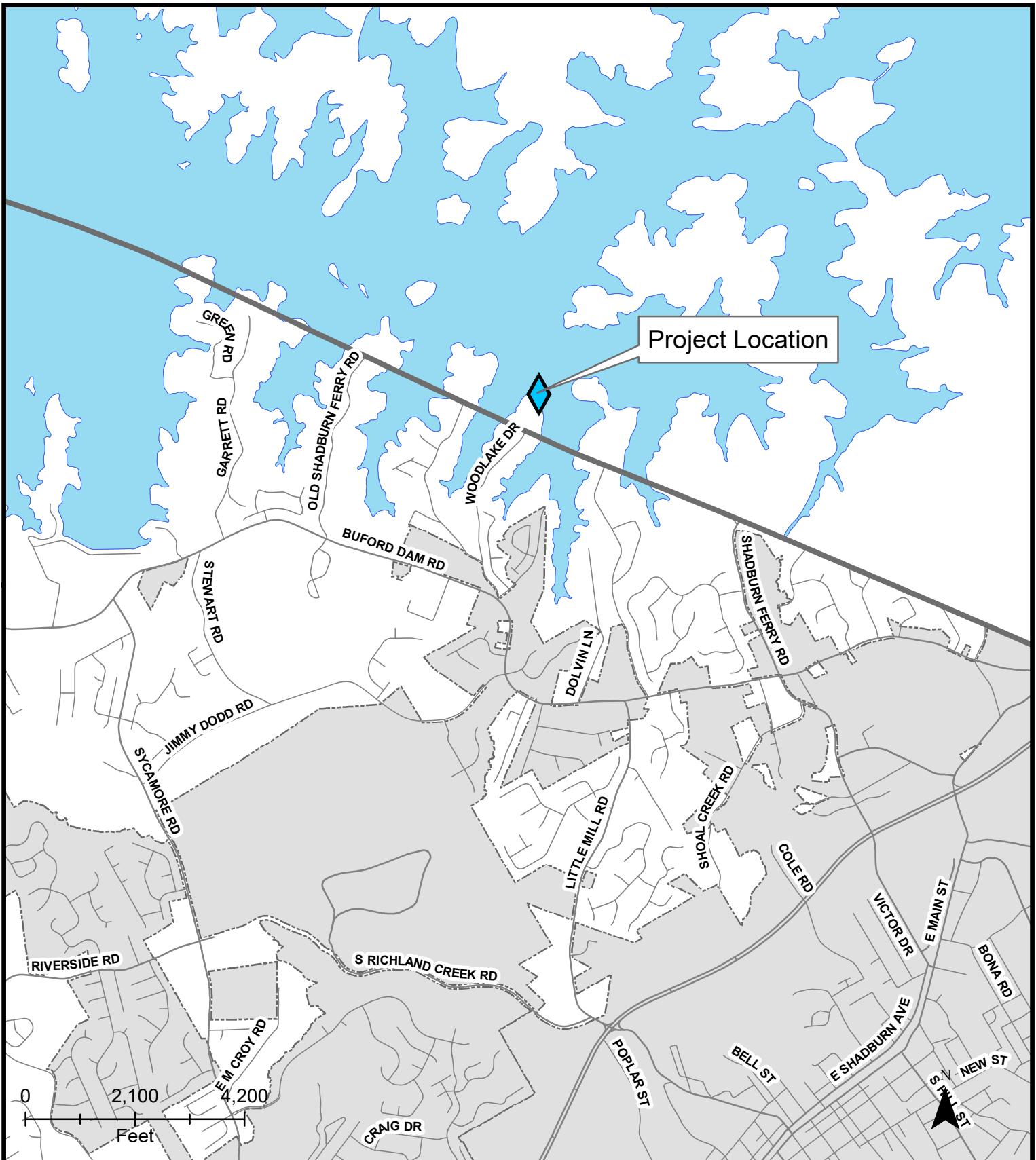
### DESCRIPTION

The Wayne Mason Raw Water Intake facility is located on Lake Lanier and supplies water to the Lanier and Shoal Creek Filter Plants serving over one million Gwinnett County residents. The intake pipes are 50 years old and in need of replacement. This project will replace the existing raw water intake pipes that extend into Lake Lanier, replace valves, and modify the pump station for improved maintenance access.

References checked?  Yes  No

### FINANCIAL

1. Estimated amount to be spent: \$40,434,170.00
2. Do total obligations agree with "Action Requested"? Yes  No
3. Budgeted: Yes  No
4. Grant Funded: Yes  No
5. SPLOST Funded: Yes  No
6. Contact name: Adam Garmon Contact phone: 678-376-7181 *AG*



**Project Name:** Wayne Mason Raw Water Intake Improvements

**Project Number:** F01448.1



Date: 10/13/2025



Project  
Information

**Project Name:** Wayne Mason Raw Water Intake Improvements

**Project Number:** F01448.1



Date: 10/13/2025

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260042				
Department:	Water Resources	Date Submitted:	12/17/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	Purchasing – Katie Maldonado – BB	Multiple Depts?	No	
Agenda Type	Award			
Item of Business:		Locked by Purchasing	No	
BL005-26, provision of inspections, repair, and rehabilitation of aboveground pre-stressed concrete tanks on an annual contract, to Structural Preservation Systems, LLC, amount not to exceed \$334,468.50.				
Attachments	Summary Sheet, Justification Letter, Tabulation			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Award			
BAC Action:				
Department Head	rmshelton (1/5/2026)			
Attorney	nlwood (1/13/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Water & Sewer Op	*	\$334,469	brainey (1/12/2026)
Finance Comments	*The current balance in Repairs & Maintenance is checked as services are provided. For FY2026, \$334,469 is allocated.			FinDir's Initials raroyal (1/12/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	
Tabled		
Motion		
2nd by		
		Vote
		No Action Taken

**SUMMARY – BL005-26****Provision of Inspections, Repair, and Rehabilitation of Aboveground Pre-Stressed Concrete Tanks on an Annual Contract**

<b>PURPOSE:</b>	This contract is used to inspect, repair, and rehabilitate the 28 aboveground pre-stressed concrete tanks located throughout the county. Condition assessments of the tanks, which range in size from 4-million gallons up to 20-million gallons, are completed on a routine basis. Tanks are repaired based on the needs identified through inspections, the severity of deficiencies, and the ability to take the tank out of service.
<b>LOCATION:</b>	Various locations throughout Gwinnett County
<b>AMOUNT TO BE SPENT:</b>	\$334,468.50
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$1,060,000.00
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$806,873.00
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	1% decrease
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	1,803 60 website viewings
<b>NUMBER OF RESPONSES:</b>	4
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	Yes 4
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	January 31, 2026 through January 30, 2027

COMMENTS:



## MEMORANDUM

TO: Brittany Bryant  
Purchasing Associate III

THROUGH: Rebecca Shelton, PE *RS*  
Director, Department of Water Resources

FROM: Sean Meyer *SM*  
Deputy Director, Facility Operations

SUBJECT: Recommendation to Award BL005-26 Provision of Inspections and Repairs of Above Ground Pre-Stressed Concrete Tanks on an Annual Contract

DATE: December 17, 2025

### REQUESTED ACTION

The Department of Water Resources recommends award of the above referenced contract with Structural Preservation Systems LLC in the amount not to exceed \$334,468.50

### DESCRIPTION

This contract is used to inspect, repair, and rehabilitate the 28 aboveground pre-stressed concrete tanks located throughout the county. Condition assessments of the tanks, which range in size from 4-million gallons up to 20-million gallons, are completed on a routine basis. Tanks are repaired based on the needs identified through inspections, the severity of deficiencies, and the ability to take the tank out of service. The tanks are used in the wastewater treatment process for storage and to manage the volume of wastewater being treated. The tanks are used in water production to manage the volume of water being treated, to provide storage, and to help meet fluctuating demand in the distribution system.

### FINANCIAL

1. Estimated amount to be spent: \$334,468.50
2. Projected amount spent previous contract period: \$806,873.00
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No
5. Grant Funded: Yes        No X
6. SPLOST Funded: Yes        No X
7. Contact name: Adam Garmon (DWR) Contact phone: 678-376-7181 *AG*

# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260055				
Department:	Water Resources	Date Submitted:	12/22/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	Purchasing - Katie Maldonado - BB		Multiple Depts?	No
Agenda Type	Award			
Item of Business:			Locked by Purchasing	No
BL126-25, downstream Gas South sewer replacement, to JDS, Inc., amount not to exceed \$5,460,297.00.				
Attachments	Summary Sheet, Justification Letter, Tabulation, Justification Support			
Authorization: Chairwoman's Signature?	Yes			
Staff Recommendation	Award			
BAC Action:	Water and Sewerage Authority Approved on January 12, 2026, Vote 4-0.			
Department Head	rmshelton (1/5/2026)			
Attorney	nlwood (1/13/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Water & Sewer R&E	*	\$5,460,297	brainey (1/12/2026)
Finance Comments	*Amount available in Downstream of Gas South Sewer Upsizing project. Adjust budget to align with approval of this contract.			FinDir's Initials raroyal (1/12/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		
Action	New Item	No Action Taken
Tabled		
Motion		
2nd by		
		Vote

**SUMMARY – BL126-25**  
**Downstream Gas South Sewer Replacement**

<b>PURPOSE:</b>	This project includes the upsizing of approximately one mile of gravity sewer along a tributary to Lee Daniel Creek from just south of the Gas South District to Duluth Highway in unincorporated Gwinnett County. The existing 15-inch to 21-inch diameter gravity sewer will be upsized to 30-inch diameter pipe to provide sewer capacity for future development in the area.
<b>LOCATION:</b>	District 1/Carden
<b>AMOUNT TO BE SPENT:</b>	\$5,460,297.00
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	N/A
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	N/A
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	N/A
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	1,302 12 plan holders 277 website viewings
<b>NUMBER OF RESPONSES:</b>	9
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	Yes 4
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	450 consecutive calendar days from issuance of Notice to Proceed

COMMENTS:



## MEMORANDUM

TO: Brittany Bryant  
Purchasing Associate III, Department of Financial Services

THROUGH: Rebecca Shelton, PE *RS*  
Director, Department of Water Resources

FROM: Kristopher Campbell, PE *MC*  
Deputy Director, Department of Water Resources

SUBJECT: Recommendation to Award BL126-25  
Downstream Gas South Sewer Replacement  
Project Number: F01621.1  
District 1/Carden

DATE: November 25, 2025

### REQUESTED ACTION

The Department of Water Resources recommends award of the above referenced contract with JDS, Inc. in the amount of \$5,460,297.00.

### DESCRIPTION

This project includes the upsizing of approximately one mile of gravity sewer along a tributary to Lee Daniel Creek from just south of the Gas South District to Duluth Highway in unincorporated Gwinnett County. The existing 15-inch to 21-inch diameter gravity sewer will be upsized to 30-inch diameter pipe to provide sewer capacity for future development in the area.

References checked? Yes  No

### FINANCIAL

1. Estimated amount to be spent: \$5,460,297.00
2. Projected amount to be spent previous contract period: N/A
3. Do total obligations agree with "Action Requested"? Yes  No
4. Budgeted: Yes  No  N/A
5. Grant Funded: Yes  No
6. SPLOST Funded: Yes  No
7. Contact name: Adam Garmon Contact phone: 678-376-7181 *AG*



**Project Information**

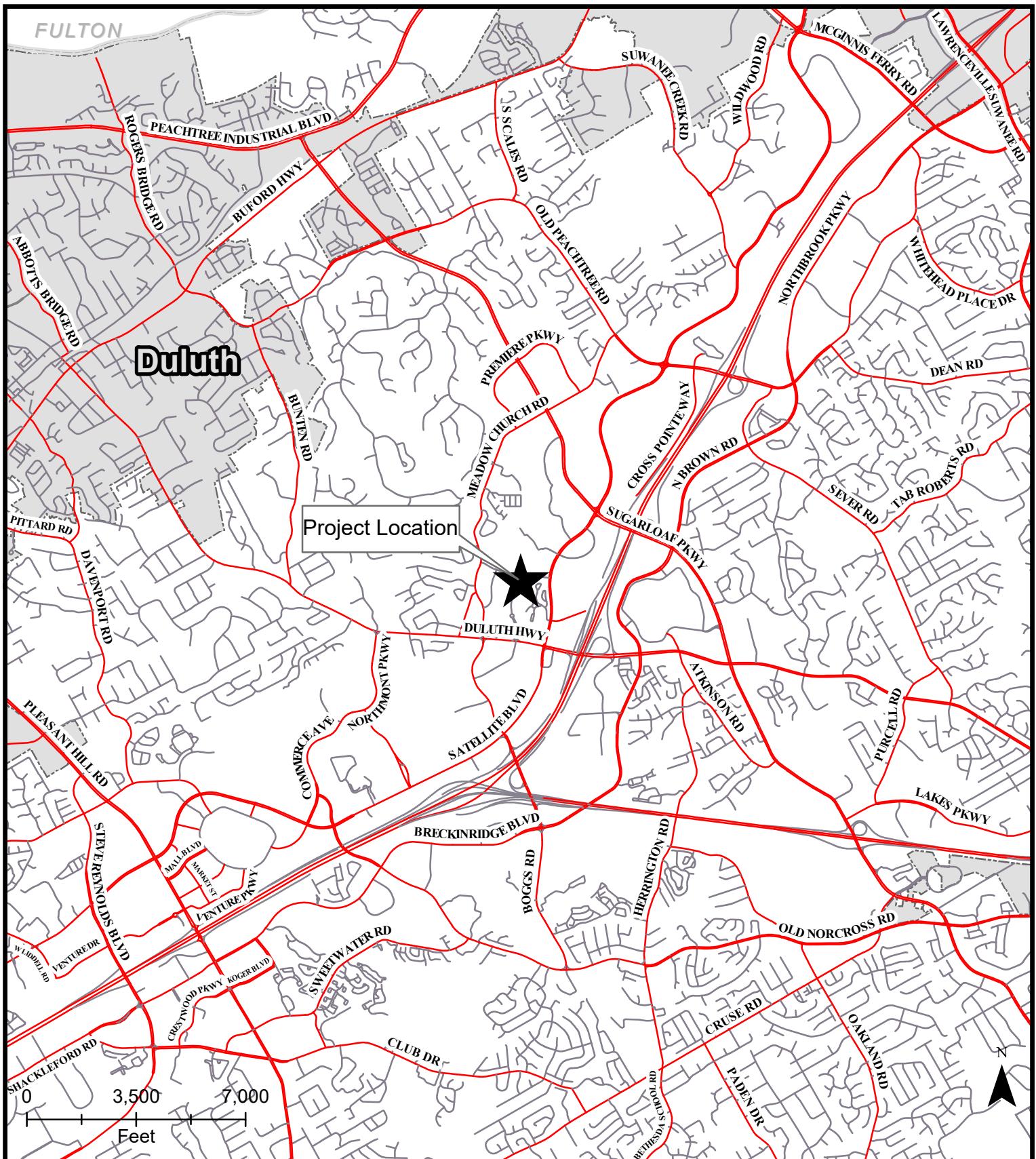
**Project Name:** Downstream of Gas South Sewer Replacement

**Project Number:** F-1621-01

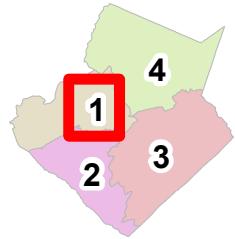
**Commission District:** 1 - Carden



Date: 11/25/2025



## Location



**Project Name:** Downstream of Gas South Sewer Replacement

**Project Number:** F-1621-01

**Commission District:** 1 - Carden



# Gwinnett County Board of Commissioners Agenda Request

GCID #	Group With GCID #:	<input type="checkbox"/> Grants	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Renewals
20260070	20250009			
Department:	Water Resources	Date Submitted:	12/23/2025	
Working Session:	01/20/2026	Business Session:	01/20/2026	
Submitted By:	Purchasing – Katie Maldonado – JM		Multiple Depts?	No
Agenda Type	Approval			
Item of Business:	Locked by Purchasing			No
to increase SS004-22, maintenance of Watson-Marlow/Bredel pumps and control panels on an annual contract for the current contract period (April 19, 2025 through April 18, 2026), with Eco-Tech, Inc. from \$600,000.00 to \$950,000.00 and approval to renew (April 19, 2026 through April 18, 2027), amount not to exceed \$1,365,000.00.				
Attachments	Summary Sheet, Justification Letter			
Authorization: Chairwoman's Signature?	No			
Staff Recommendation	Approval			
BAC Action:	Water and Sewerage Authority Approved on January 12, 2026, Vote 5-0.			
Department Head	rmshelton (1/5/2026)			
Attorney	nlwood (1/14/2026)			
Agenda Purpose Only				

## Financial Action

Budgeted	Fund Name	Current Balance	Requested Allocation	Director's Initials
Yes	Water & Sewer Op	*	\$983,400	brainey (1/13/2026)
Yes	Water & Sewer R&E	**	\$731,600	
Finance Comments	*The current balance in Supplies is checked as services are provided. **Amount available in F. Wayne Hill WRC Rehab/Replacement project. For FY2026, \$1,398,300 is allocated. For FY2027, \$316,700 is subject to budget approval.			FinDir's Initials raroyal (1/13/2026)

Budget Adjust  Grand Jury

County Clerk Use Only		PH was Held? <input type="checkbox"/>
Working Session		Vote
Action	New Item	
Tabled		
Motion		
2nd by		
		No Action Taken

**SUMMARY – SS004-22****Maintenance of Watson-Marlow/Bredel Pumps and Control Panels on an Annual Contract**

<b>PURPOSE:</b>	This contract is used to procure products and services to repair and replace existing Watson-Marlow's Bredel brand hose pumps and associated equipment. Hose pumps are primarily used to pump chemicals and thicker fluids such as fats, oils, and grease. The increase for the current contract is due to needed repairs.
<b>LOCATION:</b>	Various locations throughout Gwinnett County
<b>AMOUNT TO BE SPENT:</b>	\$1,365,000.00
<b>PREVIOUS CONTRACT AWARD AMOUNT:</b>	\$600,000.00
<b>AMOUNT SPENT PREVIOUS CONTRACT:</b>	\$950,000.00
<b>UNIT PRICE INCREASE/DECREASE (CURRENT CONTRACT VS. PREVIOUS CONTRACT):</b>	0%
<b>NUMBER OF BIDS/PROPOSALS DISTRIBUTED:</b>	N/A
<b>NUMBER OF RESPONSES:</b>	N/A
<b>PRE-BID/PROPOSAL CONFERENCE HELD (YES/NO) IF YES, NUMBER OF FIRMS REPRESENTED:</b>	N/A
<b>REASONS FOR LIMITED RESPONSE (IF RELEVANT):</b>	N/A
<b>RENEWAL OPTION NUMBER:</b>	N/A
<b>MARKET PRICES COMPARISON (FOR RENEWALS):</b>	N/A
<b>CONTRACT TERM:</b>	April 19, 2026 through April 18, 2027

COMMENTS:



## MEMORANDUM

TO: Jordan Mitchell  
Purchasing Associate II

THROUGH: Rebecca Shelton, PE *RS*  
Director, Department of Water Resources

FROM: Sean Meyer *SM*  
Deputy Director, Facility Operations

SUBJECT: Recommendation to Increase and Renew SS004-22 Provision of Products and Services for Watson-Marlow and Bredel Equipment on an Annual Contract

DATE: December 8, 2025

### REQUESTED ACTION

The Department of Water Resources recommends an increase of the above referenced annual contract with Eco-Tech, Inc. from a base amount of \$600,000.00 to an amount not to exceed \$950,000.00 for the period April 19, 2025, through April 18, 2026.

The Department of Water Resources recommends renewal of the above referenced annual contract with Eco-Tech, Inc in an amount not to exceed \$1,365,000.00 for the period April 19, 2026, through April 18, 2027.

### DESCRIPTION

This contract is used to procure products and services to repair and replace existing Watson-Marlow's Bredel brand hose pumps and associated equipment. Hose pumps are primarily used to pump chemicals and thicker fluids such as fats, oils, and grease. The increase for the current contract is due to needed repairs.

### FINANCIAL

1. Estimated amount to be spent: \$1,365,000.00
2. Projected amount spent previous contract period: \$950,000.00
3. Do total obligations agree with "Action Requested"? Yes X No
4. Budgeted: Yes X No
5. Grant Funded: Yes        No X
6. SPLOST Funded: Yes        No X
7. Contact name: Adam Garmon (DWR) Contact phone: 678-376-7181 *AG*