



**Brunswick-Glynn Joint Water and Sewer Commission**  
**1703 Gloucester Street, Brunswick GA 31520**  
**Thursday, September 19, 2024, at 2:00 pm**  
**Commission Meeting Room**

## **COMMISSION MEETING AGENDA**

### **AMENDED**

**Call to Order**

**Invocation**

**Pledge**

#### **PUBLIC COMMENT PERIOD**

*Public Comments will be limited to 3 minutes per speaker. Comments are to be limited to relevant information regarding your position and should avoid being repetitious. Individuals should sign in stating your name, address and the subject matter on which you wish to speak. Your cooperation in this process will be greatly appreciated.*

#### **COMMITTEE UPDATES**

**Facilities Committee** – Chairman Turnipseed  
**Finance Committee** – Commissioner Watson

#### **APPROVAL**

1. **Minutes from August 15, 2024, Commission Meeting** (*subject to any necessary changes*) [Report](#)
2. **Contract Award - FY 2025 Long-Term Water Quality Monitoring** – A. Burroughs [Report](#)
3. **Capital Equipment Purchase – (2) Truck Cranes** – A. Burroughs [Report](#)
4. **Capital Equipment Purchase – Valve Exerciser** – A. Burroughs [Report](#)
5. **Contract Award – Academy Creek Influent Pump Base Replacements** – A. Burroughs [Report](#)
6. **Dedication of Easements and Infrastructure** – T. Kline [Report](#)
  - **McKenzie Drive - Water & Sewer Easement Conveyance**

**EXECUTIVE DIRECTOR'S UPDATE**

**COMMISSIONERS' DISCUSSION**

**CHAIRMAN'S UPDATE**

**EXECUTIVE SESSION**

**MEETING ADJOURNED**

*All citizens are invited to attend.  
There is a possibility of a quorum of City or County Commissioners being present.*



# *Brunswick-Glynn*

## *Joint Water and Sewer Commission*

# *Memorandum*

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**To:** Brunswick-Glynn Joint Water and Sewer Commission  
**From:** Andrew Burroughs, P.E., Executive Director  
**Date:** Thursday, September 19, 2024  
**Re:** Contract Award – FY 2025 Long-Term Water Quality Monitoring

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**Background:**

JWSC is required by NPDES permit to maintain a watershed protection plan (WPP) for each of the JWSC-operated water pollution control facilities (WPCF). The plans require both dry and wet weather sampling at multiple locations throughout the watershed that each plant discharges into. The plans require quarterly dry and wet weather sampling plus additional metals and bacterial sampling. Samples are taken from 7 locations in the Academy Creek watershed, 3 locations in the Dunbar Creek watershed, and 2 locations in the South Port watershed.

**Staff Report**

JWSC has a longstanding relationship with Integrated Science & Engineering (ISE) for the completion of the sampling protocol, analysis, and production of the annual reports required by permit for these watershed protection plans. ISE provided WPP services to Glynn County prior to the formation of the JWSC. Staff is very pleased with the work product produced by ISE and would like to continue this relationship for another year. In the table below, you will see the breakdown of costs for each plant in the upcoming fiscal year. These expenses are budgeted in the individual plant Technical Services budget.

WPCF	Cost
Academy Creek	\$37,550
Dunbar Creek	\$21,050
South Port	\$20,675
Combined	\$79,275

This item was presented to the Facilities and Finance Committees on September 18, 2024.

**Recommended Action**

Staff recommends entering into a work authorization agreement with Integrated Science & Engineering for the completion of the watershed protection plans for the three water pollution control facilities in the amount of \$79,275.

**Recommended Motion**

***“I move that the Brunswick-Glynn Joint Water and Sewer Commission award a contract to Integrated Science & Engineering for the Fiscal Year 2025 Watershed Protection Plans in the amount of \$79,275.00”***

**Enclosures**

Academy Creek Proposal  
Dunbar Creek Proposal  
South Port Proposal

<b>To:</b> Todd Kline, P.E.	<b>Date:</b> July 8, 2024
<b>Company:</b> Brunswick-Glynn Joint Water and Sewer Commission	<b>From:</b> Jason Ray, GISP
<b>Address:</b> 1703 Gloucester Street Brunswick, Georgia 31520	<b>Copy to:</b> Mark Ryals file

**Project:** FY 2025 Long-Term Water Quality Monitoring  
Academy Creek WPCP Watershed Protection Plan

**Background Information:**

The Brunswick-Glynn Joint Water and Sewer Commission (Commission) developed a watershed protection plan (WPP) as part of the NPDES permit (No. GA0025313) for the Academy Creek Water Pollution Control Plant (WPCP). Georgia EPD approved the WPP on July 25, 2019. This work authorization outlines the scope of work, schedule, and proposed fee for Integrated Science & Engineering, Inc. (ISE) to assist the Commission with implementing long-term water quality monitoring within the service area of the Academy Creek WPCP for the 2025 fiscal year ending June 30, 2025.

The WPP for Academy Creek WPCP includes long-term water quality monitoring of streams, canals, and rivers draining the sewer service area. Monitoring activities include chemical monitoring and biological assessment at multiple locations within the service area. Chemical monitoring is performed annually. Biological assessment, performed twice every five years, was last conducted during January 2023.

**Scope of Work:**

ISE will conduct long-term water quality monitoring to include sampling and analysis of physical, bacteria, and chemical parameters. ISE will conduct long-term monitoring at these seven locations:

Site ID	Reach Name	Road Crossing
3	Burnett Creek	Old Jesup Road
5	Purvis Creek	Lakeside Circle at power line right-of-way
6	East River	Marina near L Street intersection
10	Mill Creek	end of Dolphin Street off 4 <sup>th</sup> Street
12	Troup Tributary	Ocean Highway north of John S Tarr Drive
13	Tributary to Troup Creek	Darien Highway north of Pheasant Drive
14	Brunswick-Altamaha Canal North	Highway 99 near Shell Road intersection



# WORK AUTHORIZATION

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Dry and wet weather sampling is performed quarterly (four times per year) for all parameters except dissolved metals and bacteria. Sampling is conducted for one (1) dry weather event and one (1) wet weather event during the summer season from May through October and for two (2) dry weather events during the winter season from November through April. Bacteria sampling for enterococci is performed during the summer season to calculate two geometric means, each including 4 samples collected over a 30-day period. Dissolved metals sampling is performed during the summer season wet weather event.

Field measurements (*in-situ*) and laboratory analysis of water samples will be conducted for these parameters:

Air Temperature	Total Kjeldahl nitrogen (TKN)
Water Temperature ( <i>in-situ</i> )	Ammonia nitrogen (NH <sub>3</sub> )
Dissolved Oxygen ( <i>in-situ</i> )	Nitrate/Nitrite nitrogen (NO <sub>3</sub> -NO <sub>2</sub> )
Conductivity ( <i>in-situ</i> )	Total phosphorus
pH ( <i>in-situ</i> )	Orthophosphate
Turbidity ( <i>in-situ</i> )	5-day Biochemical Oxygen Demand (BOD <sub>5</sub> )
Salinity ( <i>in-situ</i> )	Chemical Oxygen Demand (COD)
Estimated Stream Flow	Total Hardness
Total suspended solids (TSS)	Dissolved metals (cadmium, copper, lead, selenium, zinc)
Total Alkalinity	Enterococci

## Water Quality Sampling and Analysis

ISE will collect water quality data over ten (10) sampling events divided into 4 tasks.

### Task 1: 2024 Summer Water Quality Monitoring

The first water quality monitoring period is July 1 to October 31, 2024 and consists of four separate sampling events. The initial sampling event will focus on collecting water quality samples during a period preceded by at least 72-hours of no rainfall; this shall qualify as a “dry weather” event. This event will monitor water quality for the aforementioned *in-situ*, chemical, and bacteria parameters. Following this event, three additional sampling events will be conducted within 30 days and water quality will be monitored for *in-situ* and bacteria parameters. These three events will occur approximately every 7 days irrespective of the weather. Following completion of all four sampling events, ISE will submit a memo to the Commission summarizing the monitoring results for this task.

### Task 2: 2024 Winter Water Quality Monitoring

The second water quality monitoring period is November 1 to December 31, 2024 and consists of one sampling event that will collect water quality samples during a period preceded by at least 72-hours of no rainfall; this shall qualify as a “dry weather” event. This event will monitor water quality for the



# WORK AUTHORIZATION

aforementioned *in-situ* and chemical parameters. This event concludes the 2024 calendar year water quality sampling activities.

## Task 3: 2025 Winter Water Quality Monitoring

The third water quality monitoring period is January 1 to April 30, 2025 and consists of one sampling event that will collect water quality samples during a period preceded by at least 72-hours of no rainfall; this shall qualify as a “dry weather” event. This event will monitor water quality for the aforementioned *in-situ* and chemical parameters. Following this event, ISE will submit a memo to the Commission summarizing the monitoring results for this task.

## Task 4: 2025 Summer Water Quality Monitoring

The fourth water quality monitoring period is May 1 to June 30, 2025 and consists of four separate sampling events. The initial sampling event will focus on collecting water quality samples during or immediately following a storm event of at least 0.2-inches of rainfall over the previous 24-hour period. This shall qualify as a “wet weather” event. This event will monitor water quality for the aforementioned *in-situ*, chemical, and bacteria parameters as well as the dissolved metals cadmium, copper, lead, selenium, and zinc. Following completion of the wet weather sampling event, three additional sampling events will be conducted within 30 days and water quality will be monitored for *in-situ* and bacteria parameters. These three events will occur approximately every 7 days irrespective of the weather. Following completion of all four sampling events, ISE will submit a memo to the Commission summarizing the monitoring results for this task.

## Summary of Sampling Events

The following table provides a summary of the proposed water quality sampling schedule.

Task	Event	Parameters to be Tested	Time Period
Task 1	Event #1	<i>In-situ</i> , Chemical, Bacteria (Dry Event)	July - October, 2024
	Events #2 - 4	<i>In-situ</i> , Bacteria	
Task 2	Event #5	<i>In-situ</i> , Chemical (Dry Event)	November - December, 2024
Task 3	Event #6	<i>In-situ</i> , Chemical (Dry Event)	January - April, 2025
Task 4	Event #7	<i>In-situ</i> , Chemical, Bacteria, Metals (Wet Event)	May - June, 2025
	Events #8 - 10	<i>In-situ</i> , Bacteria	

## Task 5: Water Quality Evaluation and Report

Following completion of the 2024 water quality monitoring activities, ISE will evaluate the data and prepare a water quality report summarizing the calendar year 2024 monitoring results. The water quality evaluation will include a comparison of the 2024 results with EPD or other common standards for the parameters. The report will include a Certification Statement, to be signed by the Commission, and the 2024 monitoring data in an EPD formatted spreadsheet saved to flash drive.



# WORK AUTHORIZATION

## Deliverables

ISE will complete all sampling activities by June 30, 2025. ISE will prepare and submit one (1) copy of the following documents to both the Commission and EPD prior to EPD's June 30, 2025 reporting deadline for watershed protection plans:

- 2024 Annual Water Quality Report
- Certification Statement
- EPD Spreadsheet of Water Quality Data
- Electronic Copy of 2024 Annual Report (flash drive)

## *Schedule:*

ISE will begin work following the signing of this Work Authorization. Sampling will be completed by June 30, 2025. Project deliverables will be submitted to the Commission and EPD by June 30, 2025.

## *Fee Estimate:*

Task No.	Tasks Performed for a Fixed Fee	Fixed Fee Contract Amount
1	2024 Summer Water Quality Monitoring	\$ 10,375.00
2	2024 Winter Water Quality Monitoring	\$ 4,075.00
3	2025 Winter Water Quality Monitoring	\$ 4,075.00
4	2025 Summer Water Quality Monitoring	\$ 11,825.00
5	Water Quality Evaluation and Report	\$ 7,200.00
	<b>TOTAL</b>	<b>\$ 37,550.00</b>

All work will be performed in accordance with the attached Terms and Conditions. The fees listed contain ISE labor, subconsultants, and direct project expenses previously noted in the Scope of Work section. Additional efforts, including fees and services outside the Scope of Work detailed herein will be coordinated directly with the Commission prior to proceeding. Additional fees will be billed hourly and in accordance with the rate schedule herein.

If this Work Authorization is acceptable, the return of this document with your signature below (Proposal Acceptance) acknowledging the Scope of Work, Fee Estimate, and Terms and Conditions will constitute our Agreement to perform these services and will be considered our Notice to Proceed.



# WORK AUTHORIZATION

## TERMS AND CONDITIONS

Integrated Science & Engineering, Inc. (ISE) shall perform the services outlined in this agreement for the stated fee arrangement.

**Access to Site:** Unless otherwise stated ISE will have reasonable access to the site for activities necessary for the performance of the services. If reasonable access is not provided and consequently ISE is denied or delayed in performing their services, the associated cost may be viewed as a reimbursable expense.

**Billings/Payment:** Invoices for ISE's services shall be submitted, at ISE's option, either upon completion of such services or on a monthly basis (unless noted otherwise) and are due when rendered. Invoices shall be considered "Past Due" if not paid within 30 days after the invoice date. If the invoice is not paid within 30 days, ISE may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of the service. Unpaid accounts shall be subject to a monthly service charge of 1.5% on the unpaid balance at the sole election of ISE. In the event any portion or all of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including attorney's fees.

**Reimbursable Expenses:** Any expenses that are required beyond those identified under professional services will be billed at a multiple of 1.15 times the cost incurred.

**Additional Services:** Additional services include increase or change in scope of project, major revisions when such revisions are inconsistent with written approvals or instructions previously given, services after award of contract in evaluation of substitutions proposed by the construction contractor, and other services that are not included under professional services; provided, however, that additional services shall not be classified as reimbursable expenses and will be billed at ISE's cost incurred or normal prevailing rate. ISE will only perform additional services when authorized in writing by the Client.

**Indemnification:** The Client shall indemnify and hold harmless ISE and all of its personnel from and against any claims, damages, losses and expenses (including attorney's fees) arising out of or resulting from the performance of the services, provided that any such claim, damage, loss or expense is caused by the negligent act, omission, and/or strict liability of the Client, anyone directly employed by the Client (except ISE), or anyone for whose acts any of them may be liable.

ISE shall indemnify and hold harmless Client and all of Client's personnel from and against any claims, damages, losses and expenses (including attorney's fees) arising out of or resulting from the performance of the services, provided that any such claim, damage, loss or expense is caused by the negligent act, omission, and/or strict liability of ISE, anyone directly employed by ISE, or anyone for whose acts any of them may be liable.

**Risk Allocation:** In recognition of the relative risks, rewards and benefits of the project to both the Client and ISE, the risks have been allocated such that ISE and the Client agree that, to the fullest extent permitted by the law, each parties' total aggregate liability to the one another and their respective contractors, subcontractors, consultants and other parties with legal standing to file claims resulting from any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement from any cause or causes, shall not exceed \$50,000 or the total fee for services contemplated under this Agreement, whichever is less. Such causes include, but are not limited to, ISE's or Client's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

**Termination of Services:** This agreement may be terminated by written notice by either the Client or ISE should the other fail to perform its obligations

hereunder. In the event of termination, the Client shall pay ISE for all services rendered to the date of termination and all reimbursable expenses.

**Ownership of Documents:** All documents produced by ISE under this agreement shall remain the property of ISE and may not be used by the Client for any other endeavor without the written consent of ISE. Any unauthorized use or distribution shall be at Client's and Recipient's sole risk and without liability to ISE. Client further agrees that documents produced by ISE pursuant to this agreement will not be used at any location or for any project not expressly provided for in this agreement without ISE's written approval.

**Discovery of Unanticipated Hazardous Materials:** Hazardous materials may exist where there is no reason to believe they could or should be present. The client acknowledges that ISE's scope of services for this project does not include any services related to hazardous wastes. ISE and the Client agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the scope of work or termination of services. ISE and the Client also agree that the discovery of unanticipated hazardous materials may make it necessary for ISE to take immediate measures to protect human health and safety, and/or the environment. ISE agrees to notify the Client as soon as practically possible should unanticipated hazardous materials or suspected hazardous materials be encountered. The Client encourages ISE to take any and all measures that in ISE professional opinion are justified to preserve and protect the health and safety of ISE personnel and the public, and/or the environment, and the Client agrees to compensate ISE for the additional cost of such work.

**Site Operations:** ISE field personnel will avoid hazards or utilities which are visible to them at the site. If ISE is advised or given data in writing that reveals the presence or potential presence of underground or overground obstructions, such as utilities, ISE will give special instructions to their field personnel. ISE will conduct the research that in its professional opinion is necessary to locate utility lines and other man-made objects that may exist beneath the site's surface. The Client recognizes that ISE's research may not identify all subsurface utility lines and man-made objects, and that the information upon which ISE relies may contain errors or may not be complete. ISE is not responsible for any damage or loss due to undisclosed or unknown surface or subsurface conditions, owned by Client or third parties. Evaluations of existing buildings require that certain assumptions be made regarding existing conditions, many of which are not able to be reviewed by reasonable visual observation. These assumptions cannot be verified without substantial cost of demolition. Where the detailed investigation of such a condition is not authorized, ISE shall not be responsible for the condition of the existing structure. The Client understands that actual field conditions may subsequently be found to vary from design assumptions which in turn may alter or increase the scope of the design and/or construction services. The Client is fully responsible for and assumes all risks associated with such conditions.

**Construction Activities:** Unless specifically stated otherwise, the Client and his contractor(s) are fully and solely liable for all means and methods of construction, temporary bracing and shoring, and construction site safety.

**Integration:** This agreement, the attached documents and those incorporated herein constitute the entire agreement between the parties and cannot be changed except by a written instrument signed by both parties.

**Governing Law:** Unless otherwise specified, this agreement shall be governed by the laws in the State of Georgia.



# WORK AUTHORIZATION

## UNIT RATES – 2024 BILLING RATES Integrated Science & Engineering, Inc.

	Rate/Hour
Sr. Principal	\$265
Principal	\$250
Sr. Project Manager	\$200
Project Manager	\$180
Project Engineer III	\$175
Project Engineer II	\$165
Project Engineer I	\$140
Engineer II	\$135
Engineer I	\$115
Sr. Environmental Scientist	\$155
Environmental Scientist	\$120
Sr. Professional Land Surveyor	\$175
Staff Surveyor	\$135
Survey Crew (1-person)	\$150
Survey Crew (2-person)	\$175
Planner	\$140
Technician III	\$130
Technician II	\$115
Technician I	\$95
Administrative	\$85
Subcontractor / Subconsultant	Cost + 15%
Reimbursables	Cost + 15%



# WORK AUTHORIZATION

## PROPOSAL ACCEPTANCE

Project Name FY 2025 Long-Term Water Quality Monitoring, Academy Creek WPCP  
Watershed Protection Plan  
Project Location Glynn County, Georgia  
Proposal Date July 8, 2024

### FOR PAYMENT OF CHARGES

Charge Invoice to the Account of:

Firm Brunswick-Glynn Joint Water and Sewer Commission  
Address 1703 Gloucester St.  
City, State Zip Code Brunswick, Georgia 31520  
Phone Number \_\_\_\_\_  
Attention Accounts Payable Title \_\_\_\_\_

### FOR APPROVAL OF CHARGES (if other than above)

If the Invoice is to be mailed for approval to someone other than the account charges, please indicate where to mail the invoice in the space below.

Firm \_\_\_\_\_  
Address \_\_\_\_\_  
City, State Zip Code \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Attention \_\_\_\_\_ Title \_\_\_\_\_

### PROPERTY OWNER IDENTIFICATION (if other than above)

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State Zip Code \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Attention \_\_\_\_\_ Title \_\_\_\_\_

### PROPOSAL ACCEPTANCE

The Terms and Conditions of this Proposal, including the Terms on this page and the Proposal contents are:

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Brunswick-Glynn Joint Water and Sewer Commission

Print or type individual, firm or corporate name

X  
Signature of authorized representative

Print or type name of authorized representative and title



<b>To:</b>	Todd Kline, P.E.	<b>Date:</b>	July 11, 2024
<b>Company:</b>	Brunswick-Glynn Joint Water and Sewer Commission	<b>From:</b>	Jason Ray, GISP
<b>Address:</b>	1703 Gloucester Street Brunswick, Georgia 31520	<b>Copy to:</b>	Mark Ryals file

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**Project:** FY 2025 Long-Term Water Quality Monitoring  
St Simons WPCP Watershed Protection Plan

***Background Information:***

This work authorization outlines the scope of work, schedule, and proposed fee for Integrated Science & Engineering, Inc. (ISE) to assist the Brunswick-Glynn Joint Water and Sewer Commission (Commission) with implementing long-term water quality monitoring within the service area of the St. Simons WPCP for the 2025 fiscal year ending June 30, 2025. This work is required by the Glynn County Watershed Protection Plan (WPP) that includes water quality monitoring within the service area of the Exit 29 WPCP. Glynn County (County) developed watershed protection plans as part of the NPDES permitting process for expansion of the St. Simons WPCP from a capacity of 3.0 MGD to 4.0 MGD and for expansion of the Exit 29 WPCP from 0.3 MGD to 1.5 MGD. As a result, the County developed a county-wide watershed protection plan that included an appendix specific to the service area of the St. Simons WPCP. The county-wide WPP including the St. Simons WPCP service area was approved by Georgia EPD on May 23, 2006.

The WPP for the St. Simons WPCP includes long-term water quality monitoring in streams, ditches, and canals draining the sewer service area. Monitoring activities include chemical monitoring and biological assessment at multiple locations within the service area. Chemical monitoring is performed annually. Biological assessment, performed twice every five years, was last conducted during January 2022.

***Scope of Work:***

ISE will conduct long-term water quality monitoring to include sampling and analysis of physical, bacteria, and chemical parameters. ISE will conduct long-term monitoring at these three locations:

Site ID	Reach Name	Road Crossing
S2	Dunbar Creek	Sea Island Road
W1	Gully Hole Creek	Frederica Road
C*	Unnamed Ditch / Canal	Demere Road
* Only wet weather sampling is performed at this site as this is a drainage canal rather than a free-flowing stream		



# WORK AUTHORIZATION

Dry and wet weather sampling is performed quarterly (four times per year) for all parameters except dissolved metals and bacteria. Sampling is conducted for one (1) dry weather event and one (1) wet weather event during the summer season from May through October and for one (1) dry weather event and one (1) wet weather event during the winter season from November through April. Bacteria sampling for enterococci is performed to calculate three geometric means, each including 4 samples collected over a 30-day period at intervals not less than 24 hours. Dissolved metals sampling is performed during the summer season wet weather event.

Field measurements (*in-situ*) and laboratory analysis of water samples will be conducted for these parameters:

Air Temperature	Ammonia nitrogen (NH <sub>3</sub> )
Water Temperature ( <i>in-situ</i> )	Nitrate nitrogen (NO <sub>3</sub> )
Dissolved Oxygen ( <i>in-situ</i> )	Nitrite nitrogen (NO <sub>2</sub> )
Conductivity ( <i>in-situ</i> )	Total phosphorus
pH ( <i>in-situ</i> )	Chemical Oxygen Demand (COD)
Turbidity ( <i>in-situ</i> )	Total Hardness
Salinity ( <i>in-situ</i> )	Dissolved metals (cadmium, copper, lead, zinc)
Total suspended solids (TSS)	Enterococci
Total Kjeldahl nitrogen (TKN)	

## Water Quality Sampling and Analysis

ISE will collect water quality data over thirteen (13) sampling events divided into 4 tasks.

### Task 1: 2024 Summer Water Quality Monitoring

The first water quality monitoring period is July 1 to October 31, 2024 and consists of four separate sampling events at two monitoring locations. The initial sampling event will focus on collecting water quality samples during a period preceded by at least 72-hours of no rainfall; this shall qualify as a “dry weather” event. This event will monitor water quality for the aforementioned *in-situ*, chemical, and bacteria parameters. Following this event, three additional sampling events will be conducted within 30 days and water quality will be monitored for *in-situ* and bacteria parameters. These three events will occur approximately every 7 days irrespective of the weather. Following completion of all four sampling events, ISE will submit a memo to the Commission summarizing the monitoring results for this task.

### Task 2: 2024 Winter Water Quality Monitoring

The second water quality monitoring period is November 1 to December 31, 2024 and consists of one sampling event at three monitoring locations. The event will collect water quality samples during or immediately following a storm event of at least 0.2-inches of rainfall over the previous 24-hour period; this



# WORK AUTHORIZATION

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shall qualify as a “wet weather” event. This event will monitor water quality for the aforementioned *in-situ* and chemical parameters. This event concludes the 2024 calendar year water quality sampling activities.

## Task 3: 2025 Winter Water Quality Monitoring

The third water quality monitoring period is January 1 to April 30, 2025 and consists of four separate sampling events at two monitoring locations. The initial sampling event will collect water quality samples during a period preceded by at least 72-hours of no rainfall; this shall qualify as a “dry weather” event. This event will monitor water quality for the aforementioned *in-situ* and chemical parameters. Following this event, three additional sampling events will be conducted within 30 days and water quality will be monitored for *in-situ* and bacteria parameters. These three events will occur approximately every 7 days irrespective of the weather. Following completion of all four sampling events, ISE will submit a memo to the Commission summarizing the monitoring results for this task.

## Task 4: 2025 Summer Water Quality Monitoring

The fourth water quality monitoring period is May 1 to June 30, 2025 and consists of four separate sampling events. The initial sampling event will focus on collecting water quality samples during or immediately following a storm event of at least 0.2-inches of rainfall over the previous 24-hour period. This shall qualify as a “wet weather” event. This event will monitor water quality at three monitoring locations for the aforementioned *in-situ*, chemical, and bacteria parameters as well as the dissolved metals cadmium, copper, lead, and zinc. Following completion of the wet weather sampling event, three additional sampling events will be conducted within 30 days and water quality will be monitored at two monitoring locations for *in-situ* and bacteria parameters. These three events will occur approximately every 7 days irrespective of the weather. Following completion of all four sampling events, ISE will submit a memo to the Commission summarizing the monitoring results for this task.

## Task 5: Biological Assessment

ISE will subcontract Vanasse Hangen Brustlin, Inc. (formerly CCR Environmental) to perform biological monitoring including an assessment of available habitats and benthic macroinvertebrate sampling and assessment at monitoring site W1 during January - February 2025. This monitoring is required twice every five years and was last performed during January 2022. All monitoring will be performed in accordance with the latest Georgia Department of Natural Resources (DNR) Standard Operating Procedures (SOPs).



# WORK AUTHORIZATION

## Summary of Sampling Events

The following table provides a summary of the proposed water quality sampling schedule.

Task	Event	Parameters to be Tested	Time Period
Task 1	Event #1	<i>In-situ</i> , Chemical, Bacteria (Dry Event), 2 sites	July - October, 2024
	Events #2 - 4	<i>In-situ</i> and Bacteria, 2 sites	
Task 2	Event #5	<i>In-situ</i> , Chemical (Wet Event), 3 sites	November - December, 2024
Task 3	Event #6	<i>In-situ</i> , Chemical, Bacteria (Dry Event), 2 sites	January - April, 2025
	Events # 7 - 9	<i>In-situ</i> and Bacteria, 2 sites	
Task 4	Event #10	<i>In-situ</i> , Chemical, Bacteria, Metals (Wet Event), 3 sites	May - June, 2025
	Events #11 - 13	<i>In-situ</i> and Bacteria	
Task 5	Biological Assessment		January - February 2025

## Task 6: Water Quality Evaluation and Report

Following completion of the 2024 water quality monitoring activities, ISE will evaluate the data and prepare a water quality report summarizing the calendar year 2024 monitoring results. The water quality evaluation will include a comparison of the 2024 results with Georgia EPD or other common standards for the parameters. The report will include a Certification Statement, to be signed by the Commission, and the 2024 monitoring data in a Georgia EPD formatted spreadsheet saved to flash drive.

## Deliverables

ISE will complete all sampling activities by June 30, 2025. ISE will prepare and submit one (1) copy of the following documents to both the Commission and Georgia EPD prior to EPD's June 30, 2025 reporting deadline for watershed protection plans:

- 2024 Annual Water Quality Report
- Certification Statement
- EPD Spreadsheet of Water Quality Data
- Electronic Copy of 2024 Progress Report (flash drive)

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## Schedule:

ISE will begin work following the signing of this Work Authorization. Sampling will be completed by June 30, 2025. Project deliverables will be submitted to the Commission and Georgia EPD by June 30, 2025.



**Fee Estimate:**

<b>Task No.</b>	<b>Tasks Performed for a Fixed Fee</b>	<b>Fixed Fee Contract Amount</b>
1	2024 Summer Water Quality Monitoring	\$ 3,600.00
2	2024 Winter Water Quality Monitoring	\$ 1,375.00
3	2025 Winter Water Quality Monitoring	\$ 3,600.00
4	2025 Summer Water Quality Monitoring	\$ 4,250.00
5	Biological Assessment	\$ 4,575.00
6	Water Quality Evaluation and Report	\$ 3,650.00
<b>TOTAL</b>		<b>\$ 21,050.00</b>

All work will be performed in accordance with the attached Terms and Conditions. The fees listed contain ISE labor, subconsultants, and direct project expenses previously noted in the Scope of Work section. Additional efforts, including fees and services outside the Scope of Work detailed herein will be coordinated directly with the Commission prior to proceeding. Additional fees will be billed hourly and in accordance with the rate schedule herein.

If this Work Authorization is acceptable, the return of this document with your signature below (Proposal Acceptance) acknowledging the Scope of Work, Fee Estimate, and Terms and Conditions will constitute our Agreement to perform these services and will be considered our Notice to Proceed.



# WORK AUTHORIZATION

## TERMS AND CONDITIONS

Integrated Science & Engineering, Inc. (ISE) shall perform the services outlined in this agreement for the stated fee arrangement.

**Access to Site:** Unless otherwise stated ISE will have reasonable access to the site for activities necessary for the performance of the services. If reasonable access is not provided and consequently ISE is denied or delayed in performing their services, the associated cost may be viewed as a reimbursable expense.

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**Indemnification:** The Client shall indemnify and hold harmless ISE and all of its personnel from and against any claims, damages, losses and expenses (including attorney's fees) arising out of or resulting from the performance of the services, provided that any such claim, damage, loss or expense is caused by the negligent act, omission, and/or strict liability of the Client, anyone directly employed by the Client (except ISE), or anyone for whose acts any of them may be liable.

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**Risk Allocation:** In recognition of the relative risks, rewards and benefits of the project to both the Client and ISE, the risks have been allocated such that ISE and the Client agree that, to the fullest extent permitted by the law, each parties' total aggregate liability to the one another and their respective contractors, subcontractors, consultants and other parties with legal standing to file claims resulting from any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement from any cause or causes, shall not exceed \$50,000 or the total fee for services contemplated under this Agreement, whichever is less. Such causes include, but are not limited to, ISE's or Client's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

**Termination of Services:** This agreement may be terminated by written notice by either the Client or ISE should the other fail to perform its obligations

hereunder. In the event of termination, the Client shall pay ISE for all services rendered to the date of termination and all reimbursable expenses.

**Ownership of Documents:** All documents produced by ISE under this agreement shall remain the property of ISE and may not be used by the Client for any other endeavor without the written consent of ISE. Any unauthorized use or distribution shall be at Client's and Recipient's sole risk and without liability to ISE. Client further agrees that documents produced by ISE pursuant to this agreement will not be used at any location or for any project not expressly provided for in this agreement without ISE's written approval.

**Discovery of Unanticipated Hazardous Materials:** Hazardous materials may exist where there is no reason to believe they could or should be present. The client acknowledges that ISE's scope of services for this project does not include any services related to hazardous wastes. ISE and the Client agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the scope of work or termination of services. ISE and the Client also agree that the discovery of unanticipated hazardous materials may make it necessary for ISE to take immediate measures to protect human health and safety, and/or the environment. ISE agrees to notify the Client as soon as practically possible should unanticipated hazardous materials or suspected hazardous materials be encountered. The Client encourages ISE to take any and all measures that in ISE professional opinion are justified to preserve and protect the health and safety of ISE personnel and the public, and/or the environment, and the Client agrees to compensate ISE for the additional cost of such work.

**Site Operations:** ISE field personnel will avoid hazards or utilities which are visible to them at the site. If ISE is advised or given data in writing that reveals the presence or potential presence of underground or overground obstructions, such as utilities, ISE will give special instructions to their field personnel. ISE will conduct the research that in its professional opinion is necessary to locate utility lines and other man-made objects that may exist beneath the site's surface. The Client recognizes that ISE's research may not identify all subsurface utility lines and man-made objects, and that the information upon which ISE relies may contain errors or may not be complete. ISE is not responsible for any damage or loss due to undisclosed or unknown surface or subsurface conditions, owned by Client or third parties. Evaluations of existing buildings require that certain assumptions be made regarding existing conditions, many of which are not able to be reviewed by reasonable visual observation. These assumptions cannot be verified without substantial cost of demolition. Where the detailed investigation of such a condition is not authorized, ISE shall not be responsible for the condition of the existing structure. The Client understands that actual field conditions may subsequently be found to vary from design assumptions which in turn may alter or increase the scope of the design and/or construction services. The Client is fully responsible for and assumes all risks associated with such conditions.

**Construction Activities:** Unless specifically stated otherwise, the Client and his contractor(s) are fully and solely liable for all means and methods of construction, temporary bracing and shoring, and construction site safety.

**Integration:** This agreement, the attached documents and those incorporated herein constitute the entire agreement between the parties and cannot be changed except by a written instrument signed by both parties.

**Governing Law:** Unless otherwise specified, this agreement shall be governed by the laws in the State of Georgia.



# WORK AUTHORIZATION

## UNIT RATES – 2024 BILLING RATES Integrated Science & Engineering, Inc.

	Rate/Hour
Sr. Principal	\$265
Principal	\$250
Sr. Project Manager	\$200
Project Manager	\$180
Project Engineer III	\$175
Project Engineer II	\$165
Project Engineer I	\$140
Engineer II	\$135
Engineer I	\$115
Sr. Environmental Scientist	\$155
Environmental Scientist	\$120
Sr. Professional Land Surveyor	\$175
Staff Surveyor	\$135
Survey Crew (1-person)	\$150
Survey Crew (2-person)	\$175
Planner	\$140
Technician III	\$130
Technician II	\$115
Technician I	\$95
Administrative	\$85
Subcontractor / Subconsultant	Cost + 15%
Reimbursables	Cost + 15%



# WORK AUTHORIZATION

## PROPOSAL ACCEPTANCE

Project Name FY 2025 Long-Term Water Quality Monitoring, St. Simons WPCP Watershed Protection Plan  
Project Location Glynn County, Georgia  
Proposal Date July 11, 2024

### FOR PAYMENT OF CHARGES

*Charge Invoice to the Account of:*

Firm Brunswick-Glynn Joint Water and Sewer Commission  
Address 1703 Gloucester St.  
City, State Zip Code Brunswick, Georgia 31520  
Phone Number \_\_\_\_\_  
Attention Accounts Payable Title \_\_\_\_\_

### FOR APPROVAL OF CHARGES (if other than above)

*If the Invoice is to be mailed for approval to someone other than the account charges, please indicate where to mail the invoice in the space below.*

Firm \_\_\_\_\_  
Address \_\_\_\_\_  
City, State Zip Code \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Attention \_\_\_\_\_ Title \_\_\_\_\_

### PROPERTY OWNER IDENTIFICATION (if other than above)

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State Zip Code \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Attention \_\_\_\_\_ Title \_\_\_\_\_

### PROPOSAL ACCEPTANCE

*The Terms and Conditions of this Proposal, including the Terms on this page and the Proposal contents are:*

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
*Print or type individual, firm or corporate name*

X \_\_\_\_\_

*Signature of authorized representative*

\_\_\_\_\_  
*Print or type name of authorized representative and title*





## WORK AUTHORIZATION

1039 Sullivan Road, Suite 200, Newnan, GA 30265  
(p) 678.552.2106 (f) 678.552.2107

**To:** Todd Kline, P.E.  
**Company:** Brunswick-Glynn Joint Water and Sewer Commission  
**Address:** 1703 Gloucester Street  
 Brunswick, Georgia 31520

**Date:** July 11, 2024  
**From:** Jason Ray, GISP  
**Copy to:** Mark Ryals  
 file

**Project:** FY 2025 Long-Term Water Quality Monitoring  
 Exit 29 WPCP Watershed Protection Plan

### **Background Information:**

This work authorization outlines the scope of work, schedule, and proposed fee for Integrated Science & Engineering, Inc. (ISE) to assist the Brunswick-Glynn Joint Water and Sewer Commission (Commission) with implementing long-term water quality monitoring within the service area of the Exit 29 WPCP for the 2025 fiscal year ending June 30, 2025. This work is required by the Glynn County Watershed Protection Plan (WPP) that includes water quality monitoring within the service area of the Exit 29 WPCP. Glynn County (County) developed watershed protection plans as part of the NPDES permitting process for expansion of the St. Simons WPCP from a capacity of 3.0 MGD to 4.0 MGD and for expansion of the Exit 29 WPCP from 0.3 MGD to 1.5 MGD. As a result, the County developed a county-wide watershed protection plan that included an appendix specific to the service area of the Exit 29 WPCP. The county-wide WPP including the St. Simons WPCP service area was approved by Georgia EPD on May 23, 2006. The Exit 29 WPCP WPP was added later and approved by Georgia EPD on February 8, 2008.

The WPP for the Exit 29 WPCP includes long-term water quality monitoring in streams and creeks draining the sewer service area. Monitoring activities include chemical monitoring and biological assessment at multiple locations within the service area. Chemical monitoring is performed annually. Biological assessment, performed twice every five years, was last conducted during January 2022.

### **Scope of Work:**

ISE will conduct long-term water quality monitoring to include sampling and analysis of physical, bacteria, and chemical parameters. ISE will conduct long-term monitoring at these two locations:

Site ID	Reach Name	Road Crossing
CC	College Creek	US Highway 82
LGC	Laurel Grove Creek	Buck Swamp Road



# WORK AUTHORIZATION

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Dry and wet weather sampling is performed quarterly (four times per year) for all parameters except dissolved metals and bacteria. Sampling is conducted for one (1) dry weather event and one (1) wet weather event during the summer season from May through October and for one (1) dry weather event and one (1) wet weather event during the winter season from November through April. Bacteria sampling for enterococci is performed to calculate three geometric means, each including 4 samples collected over a 30-day period at intervals not less than 24 hours. Dissolved metals sampling is performed during the summer season wet weather event.

Field measurements (*in-situ*) and laboratory analysis of water samples will be conducted for these parameters:

Air Temperature	Ammonia nitrogen (NH <sub>3</sub> )
Water Temperature ( <i>in-situ</i> )	Nitrate nitrogen (NO <sub>3</sub> )
Dissolved Oxygen ( <i>in-situ</i> )	Nitrite nitrogen (NO <sub>2</sub> )
Conductivity ( <i>in-situ</i> )	Total phosphorus
pH ( <i>in-situ</i> )	Chemical Oxygen Demand (COD)
Turbidity ( <i>in-situ</i> )	Total Hardness
Salinity ( <i>in-situ</i> )	Dissolved metals (cadmium, copper, lead, zinc)
Total suspended solids (TSS)	Enterococci
Total Kjeldahl nitrogen (TKN)	

## Water Quality Sampling and Analysis

ISE will collect water quality data over thirteen (13) sampling events divided into 4 tasks.

### Task 1: 2024 Summer Water Quality Monitoring

The first water quality monitoring period is July 1 to October 31, 2024 and consists of four separate sampling events. The initial sampling event will focus on collecting water quality samples during a period preceded by at least 72-hours of no rainfall; this shall qualify as a “dry weather” event. This event will monitor water quality for the aforementioned *in-situ*, chemical, and bacteria parameters. Following this event, three additional sampling events will be conducted within 30 days and water quality will be monitored for *in-situ* and bacteria parameters. These three events will occur approximately every 7 days irrespective of the weather. Following completion of all four sampling events, ISE will submit a memo to the Commission summarizing the monitoring results for this task.

### Task 2: 2024 Winter Water Quality Monitoring

The second water quality monitoring period is November 1 to December 31, 2024 and consists of one sampling event. The event will collect water quality samples during or immediately following a storm event of at least 0.2-inches of rainfall over the previous 24-hour period; this shall qualify as a “wet weather” event.



# WORK AUTHORIZATION

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This event will monitor water quality for the aforementioned *in-situ* and chemical parameters. This event concludes the 2024 calendar year water quality sampling activities.

## Task 3: 2025 Winter Water Quality Monitoring

The third water quality monitoring period is January 1 to April 30, 2025 and consists of four separate sampling events. The initial sampling event will collect water quality samples during a period preceded by at least 72-hours of no rainfall; this shall qualify as a “dry weather” event. This event will monitor water quality for the aforementioned *in-situ* and chemical parameters. Following this event, three additional sampling events will be conducted within 30 days and water quality will be monitored for *in-situ* and bacteria parameters. These three events will occur approximately every 7 days irrespective of the weather. Following completion of all four sampling events, ISE will submit a memo to the Commission summarizing the monitoring results for this task.

## Task 4: 2025 Summer Water Quality Monitoring

The fourth water quality monitoring period is May 1 to June 30, 2025 and consists of four separate sampling events. The initial sampling event will focus on collecting water quality samples during or immediately following a storm event of at least 0.2-inches of rainfall over the previous 24-hour period. This shall qualify as a “wet weather” event. This event will monitor water quality for the aforementioned *in-situ*, chemical, and bacteria parameters as well as the dissolved metals cadmium, copper, lead, and zinc. Following completion of the wet weather sampling event, three additional sampling events will be conducted within 30 days and water quality will be monitored for *in-situ* and bacteria parameters. These three events will occur approximately every 7 days irrespective of the weather. Following completion of all four sampling events, ISE will submit a memo to the Commission summarizing the monitoring results for this task.

## Task 5: Biological Assessment

ISE will subcontract Vanasse Hangen Brustlin, Inc. (formerly CCR Environmental) to perform biological monitoring including an assessment of available habitats and benthic macroinvertebrate sampling and assessment at monitoring site LGC during January - February 2025. This monitoring is required twice every five years and was last performed during January 2022. All monitoring will be performed in accordance with the latest Georgia Department of Natural Resources (DNR) Standard Operating Procedures (SOPs).



# WORK AUTHORIZATION

## Summary of Sampling Events

The following table provides a summary of the proposed water quality sampling schedule.

Task	Event	Parameters to be Tested	Time Period
Task 1	Event #1	<i>In-situ</i> , Chemical, and Bacteria (Dry Event)	July - October, 2024
	Events #2 - 4	<i>In-situ</i> and Bacteria	
Task 2	Event #5	<i>In-situ</i> and Chemical (Wet Event)	November - December, 2024
Task 3	Event #6	<i>In-situ</i> , Chemical, and Bacteria (Dry Event)	January - April, 2025
	Events # 7 - 9	<i>In-situ</i> and Bacteria	
Task 4	Event #10	<i>In-situ</i> , Chemical, Bacteria, and Metals (Wet Event)	May - June, 2025
	Events #11 - 13	<i>In-situ</i> and Bacteria	
Task 5	Biological Assessment		January - February 2025

## Task 6: Water Quality Evaluation and Report

Following completion of the 2024 water quality monitoring activities, ISE will evaluate the data and prepare a water quality report summarizing the calendar year 2024 monitoring results. The water quality evaluation will include a comparison of the 2024 results with Georgia EPD or other common standards for the parameters. The report will include a Certification Statement, to be signed by the Commission, and the 2024 monitoring data in a Georgia EPD formatted spreadsheet saved to flash drive.

## Deliverables

ISE will complete all sampling activities by June 30, 2025. ISE will prepare and submit one (1) copy of the following documents to both the Commission and Georgia EPD prior to EPD's June 30, 2025 reporting deadline for watershed protection plans:

- 2024 Annual Water Quality Report
- Certification Statement
- EPD Spreadsheet of Water Quality Data
- Electronic Copy of 2024 Progress Report (flash drive)

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## **Schedule:**

ISE will begin work following the signing of this Work Authorization. Sampling will be completed by June 30, 2025. Project deliverables will be submitted to the Commission and Georgia EPD by June 30, 2025.



**Fee Estimate:**

<b>Task No.</b>	<b>Tasks Performed for a Fixed Fee</b>	<b>Fixed Fee Contract Amount</b>
1	2024 Summer Water Quality Monitoring	\$ 3,600.00
2	2024 Winter Water Quality Monitoring	\$ 1,350.00
3	2025 Winter Water Quality Monitoring	\$ 3,600.00
4	2025 Summer Water Quality Monitoring	\$ 3,900.00
5	Biological Assessment	\$ 4,575.00
6	Water Quality Evaluation and Report	\$ 3,650.00
<b>TOTAL</b>		<b>\$ 20,675.00</b>

All work will be performed in accordance with the attached Terms and Conditions. The fees listed contain ISE labor, subconsultants, and direct project expenses previously noted in the Scope of Work section. Additional efforts, including fees and services outside the Scope of Work detailed herein will be coordinated directly with the Commission prior to proceeding. Additional fees will be billed hourly and in accordance with the rate schedule herein.

If this Work Authorization is acceptable, the return of this document with your signature below (Proposal Acceptance) acknowledging the Scope of Work, Fee Estimate, and Terms and Conditions will constitute our Agreement to perform these services and will be considered our Notice to Proceed.



# WORK AUTHORIZATION

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# WORK AUTHORIZATION

## UNIT RATES – 2024 BILLING RATES

Integrated Science & Engineering, Inc.

	Rate/Hour
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Principal	\$250
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Project Manager	\$180
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Engineer I	\$115
Sr. Environmental Scientist	\$155
Environmental Scientist	\$120
Sr. Professional Land Surveyor	\$175
Staff Surveyor	\$135
Survey Crew (1-person)	\$150
Survey Crew (2-person)	\$175
Planner	\$140
Technician III	\$130
Technician II	\$115
Technician I	\$95
Administrative	\$85
Subcontractor / Subconsultant	Cost + 15%
Reimbursables	Cost + 15%



# WORK AUTHORIZATION

## PROPOSAL ACCEPTANCE

Project Name FY 2025 Long-Term Water Quality Monitoring, Exit 29 WPCP Watershed Protection Plan  
Project Location Glynn County, Georgia  
Proposal Date July 11, 2024

### FOR PAYMENT OF CHARGES

*Charge Invoice to the Account of:*

Firm Brunswick-Glynn Joint Water and Sewer Commission  
Address 1703 Gloucester St.  
City, State Zip Code Brunswick, Georgia 31520  
Phone Number \_\_\_\_\_  
Attention Accounts Payable Title \_\_\_\_\_

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Firm \_\_\_\_\_  
Address \_\_\_\_\_  
City, State Zip Code \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Attention \_\_\_\_\_ Title \_\_\_\_\_

### PROPERTY OWNER IDENTIFICATION (if other than above)

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State Zip Code \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Attention \_\_\_\_\_ Title \_\_\_\_\_

### PROPOSAL ACCEPTANCE

*The Terms and Conditions of this Proposal, including the Terms on this page and the Proposal contents are:*

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
*Print or type individual, firm or corporate name*

X \_\_\_\_\_  
*Signature of authorized representative*

\_\_\_\_\_  
*Print or type name of authorized representative and title*





# *Brunswick-Glynn*

## *Joint Water and Sewer Commission*

### *Memorandum*

---

**To:** Brunswick-Glynn Joint Water & Sewer Commission  
**From:** Andrew Burroughs, P.E., Executive Director  
**Date:** Thursday, September 19, 2024  
**Re:** Approval – Capital Equipment Purchase – (2) Two Truck Cranes

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#### **Background**

Within JWSC's Systems Pumping and Maintenance Division Fleet, the addition of an electric service crane to a 1-ton truck body allows the service vehicle to lift materials such as pumps during field repair and replacement. An electric crane's operation is significantly quieter than a hydraulic crane's which allows crews to work at times and in locations where reduced noise is essential.

Currently, there are (2) two service vehicles with existing Palfinger model PSC 3216 electric service cranes that have reached the end of their life cycle. They are both non-functioning after multiple repairs. Additionally, the nearest service provider is based out of either Orlando or Atlanta depending on the nature of the repair service needed. This increased travel time contributes to lost time on vehicle use and delays in service scheduling.

#### **Staff Report**

Staff considered replacing the units with either Palfinger, Venco Venturo (Savannah service provider) or Stellar (Jacksonville service provider) units. After considering factors such as service times in relation to purchase cost and ongoing maintenance and service, the decision was made to select the Stellar model EC4000 to replace the existing Palfinger units. This equipment was approved in the capital purchase line item of the FY2025 budget for the Systems Pumping and Maintenance Division. The original estimated amount of this item was \$70,000 for (2) replacement cranes. The estimate to replace each unit is \$27,400.00 each including removing the old units and installation of the new units for a total cost of \$54,800.00. The estimated lead time for delivery and installation of the new units is (3) three to (5) five months.

#### **Recommended Action**

Staff recommends that JWSC move forward with the purchase of two (2) electric cranes for use by the Systems

This item was presented at both the Facilities and Finance Committee meetings held on Wednesday, September 18<sup>th</sup>, 2024.

#### **Recommended Motion**

*"I move that the Brunswick-Glynn Joint Water and Sewer Commission approve the purchase of (2) electric service cranes in the amount of \$54,800.00 from DVA Fleet, Dealer Vehicle Accessories."*

#### **Enclosures**

DVA Fleet, Dealer Vehicle Accessories Quote QZVA-20246389 dated June 12, 2024



# QUOTE

CONFIRMED STILL VALID 6/21/2024 EMAIL



QUOTE #QZVA-20246389  
ISSUED 01/08/2024  
EXPIRES 02/07/2024

Dealer Vehicle Accessories  
5262 Longleaf Street  
Jacksonville, FL 32209  
(904) 425-6398  
[jvichich@dvafla.com](mailto:jvichich@dvafla.com)

**BILL TO**  
Brunswick-Glynn County Joint Water & Sewer Commission  
1703 Gloucester St.  
Brunswick, GA 31520

Vehicle: Ford F-350

PRODUCT	DESCRIPTION	QUANTITY	PRICE	TOTAL
Stellar EC4000-16'	Stellar EC4000-16' [50227S] #14650451 – Telescopic crane with power reach to 12', manual reach to 16'. – Rated 16,000 lb-ft, 4,000 lb max lift. Weight 970 lb.	1.00	\$24,900.00	\$24,900.00
Removal +	Remove old crane Fab new mounting plate for crane	1.00	\$2,500.00	\$2,500.00
			<b>SUBTOTAL</b>	<b>\$27,400.00</b>
			<b>TOTAL</b>	<b>\$27,400.00</b>

## TERMS AND CONDITIONS

**PAYMENT TERMS:** Payment is due upon completion of work. Unpaid invoices on completed work shall be subject to a late payment charge of 1% per month (compounded) on the unpaid balance of any amount then passed due.

**QUOTE PRICING:** This quote is VALID for THIRTY (30) DAYS from the date shown except Chassis Pool Body Quotes.

**CHASSIS POOL BODY QUOTES:** PRICING is SUBJECT to CHANGE. Due to the extended time for Chassis Pool fulfillment by vehicle manufacturers (FORD, GM, TEC.), the production or completion of the Chassis may occur after price changes are made for Bodies or Equipment. For this reason, pricing is subject to change to accommodate Equipment Manufacturer pricing changes.







# *Brunswick-Glynn*

## *Joint Water and Sewer Commission*

# *Memorandum*

---

**To:** Brunswick-Glynn Joint Water & Sewer Commission  
**From:** Andrew Burroughs, P.E., Executive Director  
**Date:** Thursday, September 19, 2024  
**Re:** Approval – Capital Equipment Purchase – Valve Exerciser

---

### **Background**

Valve exercising is a vital task for maintaining water infrastructure. A valve exerciser is a tool used to turn valves on and off repeatedly to ensure the valve does not become stiff and malfunction. It helps keep valves free of debris and would allow the Water Distribution team to operate valves and identify broken and inoperative valves. By having a routine and effective valve exercise program in place, it will not only keep the valves working properly but also keep the valve boxes cleaned out, improving access to them in emergencies. A new trailer-mounted valve exerciser is needed to replace the existing equipment purchased by the City of Brunswick in 2006 for which replacement parts are no longer available for repair.

### **Staff Report**

This equipment was approved in the capital purchase line item of the FY2025 budget for the Water Distribution Division. The original estimated amount of this item was \$80,000 for the valve exerciser. Staff considered two different weight ratings for the trailer chassis as part of their need's evaluation. The lowest weight-rated chassis, inclusive of the Sourcewell contract discount, came in at \$86,709.15 including all associated freight and prep costs.

### **Recommended Action**

Staff recommends that JWSC move forward with the purchase of one (1) valve exerciser with a trailer chassis weight rating of approximately 10,000 lbs. and hydraulic jack for use by the Water Distribution Division from Vermeer Southeast Sales and Service Inc., in the amount of \$86,709.15.

This item was presented at both the Facilities and Finance Committee meetings held on Wednesday, September 18<sup>th</sup>, 2024.

### **Recommended Motion**

*“I move that the Brunswick-Glynn Joint Water and Sewer Commission approve the purchase of (1) valve exerciser in the amount of \$86,709.15 from Vermeer Southeast Sales & Service, Inc.”*

### **Enclosures**

Vermeer Southeast Sales & Service Inc. Quote # 24080510 dated August 8, 2024  
Vermeer Southeast Sales & Service Inc. Quote # 24080520 dated August 8, 2024





Vermeer Southeast Sales & Service, Inc.  
 11550 Philips Highway  
 Jacksonville, Florida 32256

QUOTE  
 #240805010

Date: 08/05/24

Sales Rep: Michael Kellogg

Customer Information:

Brunswick-Glynn County Joint Water & Sewer C  
2909 Newcastle St.  
Brunswick, GA 31520

Delivered to:

Same

Contact Name: Derick Simmons  
 Phone Number: 912-717-0429



Confidence Plus Included: **NO**

The benefits of Confidence Plus have been discussed with me and I am not interested at this time

Customer declined CP coverage

Customer Initial Here: \_\_\_\_\_

Payment method: \_\_\_\_\_

Qty	DESCRIPTION and SERIAL #	Unit Price	TOTAL
1	LPXDT1004 - LP573XDT, 9,995 GVWR, De-Rated 2 x 100 Gallon water tanks 24 HP Kohler Diesel (Tier 4 Final) Engine, 580 CFM Vacuum Pump, Baghouse, Hydraulic Pump. Debris Tank with Hydraulic Tilt, 3000 PSI @ 4 GPM - High Pressure Water System, Fully enclosed and insulated engine stand (lockable), Anti-Freeze Tank, Air Gap, Reverse Pressure to off-load liquids and dislodge debris in hose, Polymer liner on bottom half of tank for easy dumping and cleanout, 30' x 3" Suction Hose and Suction Tool, Hydraulically operated full open and locking rear door, Water Knife and Clean-up wand, 30 Gallon Fuel Tank	\$ 63,087.91	\$ 63,087.91
1	LPXDT4101 - Flowmaster & Auxiliary hydraulics, including: Arm, head, hydrant hose, diffuser box, tools, tool box & hydraulic pump	\$ 19,203.73	\$ 19,203.73
1	LPXDT3520 - Hydraulic jack	\$ 2,427.51	\$ 2,427.51
1	Freight and Prep LP573XDT - FL	\$ 1,990.00	\$ 1,990.00
			
Public Utility Contract # 110421-VRM			
Sourcewell Member ID: 196883			
			

\*\*\* Price valid for 30 days from date of this quote \*\*\*

THANK YOU FOR YOUR BUSINESS!

TERMS:

All warranties, if any, made with respect to this equipment are those warranties made by the Manufacturer. Dealer makes no warranties express or including, but not limited to, warranties of MERCHANTABILITY AND FITNESS OF A PARTICULAR PURPOSE.

SubTotal	\$ 86,709.15
Tax	
<b>Total</b>	<b>\$ 86,709.15</b>
Less Down Payment	
<b>Balance Due</b>	<b>\$ 86,709.15</b>

Customer Signature \_\_\_\_\_





Vermeer Southeast Sales & Service, Inc.  
 11550 Philips Highway  
 Jacksonville, Florida 32256

QUOTE  
 #240805020

Date: 08/05/24

Sales Rep: Michael Kellogg

**Customer Information:**

Brunswick-Glynn County Joint Water & Sewer C  
2909 Newcastle St.  
Brunswick, GA 31520

**Delivered to:**

Same  
 \_\_\_\_\_  
 \_\_\_\_\_

Contact Name: Derrick Simmons  
 Phone Number: 912-717-0429


Confidence Plus Included: **NO**

The benefits of Confidence Plus have been discussed with me and I am not interested at this time

Customer declined CP coverage

Customer Initial Here: \_\_\_\_\_

Payment method: \_\_\_\_\_

Qty	DESCRIPTION and SERIAL #	Unit Price	TOTAL
1	LPXDT1008 - LP873XDT, <u>14K GVWR</u> 2 x 100 Gallon water tanks 24 HP Kohler Diesel (Tier 4 Final) Engine, 580 CFM Vacuum Pump, Baghouse, Hydraulic Pump. Debris Tank with Hydraulic Tilt, 3000 PSI @ 4 GPM - High Pressure Water System, Fully enclosed and insulated engine stand (lockable), Anti-Freeze Tank, Air Gap, Reverse Pressure to off-load liquids and dislodge debris in hose, Polymer liner on bottom half of tank for easy dumping and cleanout, 30' x 3" Suction Hose and Suction Tool, Hydraulically operated full open and locking rear door, Water Knife and Clean-up wand, 30 Gallon Fuel Tank	\$ 67,617.23	\$ 67,617.23
1	LPXDT4102 - Flowmaster & Auxiliary hydraulics, including: Arm, head, hydrant hose, diffuser box, tools, tool box & hydraulic pump	\$ 19,203.73	\$ 19,203.73
1	LPXDT3520 - Hydraulic jack	\$ 2,427.51	\$ 2,427.51
1	Freight and Prep LP873XDT - FL	\$ 1,990.00	\$ 1,990.00
Public Utility Contract # 110421-VRM Sourcewell Member ID: 196883			
			

\*\*\* Price valid for 30 days from date of this quote \*\*\*

THANK YOU FOR YOUR BUSINESS!

TERMS:

All warranties, if any, made with respect to this equipment are those warranties made by the Manufacturer. Dealer makes no warranties express or implied, including, but not limited to, warranties of MERCHANTABILITY AND FITNESS OF A PARTICULAR PURPOSE.

SubTotal	\$ 91,238.47
Tax	
<b>Total</b>	<b>\$ 91,238.47</b>
Less Down Payment	
<b>Balance Due</b>	<b>\$ 91,238.47</b>

Customer Signature \_\_\_\_\_





# *Brunswick-Glynn*

## *Joint Water and Sewer Commission*

# *Memorandum*

---

**To:** Brunswick-Glynn Joint Water and Sewer Commission  
**From:** Andrew Burroughs, Executive Director  
**Date:** Thursday, September 19, 2024  
**Re:** Contract Award – Academy Creek Influent Pump Station Pump Base Replacements

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### **Background:**

The Academy Creek Influent Pump Station contains four pump bases that are fixed to the floor of the wet well. When pumps are installed, they are slid down guide rails and are seated onto these bases. In September 2023, BGJWSC ordered two new influent pumps that are scheduled for delivery in early May. Staff had condition inspections performed on the pump bases. Upon inspection, it was determined that the pump bases were no longer properly affixed to the wet well, causing the pumps not to seat correctly, increasing vibration on the pump, and reducing pump capacity and pump lifespan. At the April 2024 Commission meeting, staff recommended a contract award to rehab the existing influent bases at Academy Creek. Two of the bases were rehabbed in early May. The other two were not rehabbed. One of the new Flygt pumps was installed on the rehabbed base, but the pump never seated correctly allowing blow-by to occur. After multiple attempts to correct the issue, Xylem has agreed to provide new pump bases and reducers to the JWSC at no cost for the materials. The materials are valued at approximately \$25,000.

### **Staff Report**

Staff requested a quote from BRW Construction Group, LLC to perform the installation of the new bases and reducers to allow for proper installation of the new pumps. In addition, staff wishes to perform the same tasks on the remaining two pump bases once the new pumps are installed. This work will improve pumping efficiency and reduce wear and tear on the influent pumps. Staff is soliciting updated quotes for the purchase of two more new influent pumps for Academy Creek. BRW provided a quote of \$55,465.00 to replace the bases, install the reducers, and new 3” guiderails for each pump.

This item will be funded from the Academy Creek operations budget.

This item was presented to the Facilities and Finance Committees on September 18, 2024.

### **Recommended Action**

Staff recommends entering into a contract with BRW Construction Group, LLC to perform the replacement of the influent pump bases and associated work at Academy Creek Water Pollution Control Facility in the amount of \$55,465.

### **Recommended Motion**

***“I move that the Brunswick-Glynn Joint Water and Sewer Commission enter into a contract with BRW Construction Group, LLC to perform the replacement of the influent pump bases and associated work at Academy Creek Water Pollution Control Facility in the amount of \$55,465.00.”***

### **Enclosures**

Quote





Savannah  
P.O. Box 1806  
Savannah, GA 31402  
(912) 236-8107

Charleston  
P.O. Box 61657  
N. Charleston, SC 29419  
(843) 514-3580

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Date: 9/13/2024

To: Mr. David Grantham  
Brunswick-Glynn Joint  
Water & Sewer Commission  
1703 Gloucester St  
Brunswick, GA 31520  
dgrantham@bgjwsc.org

RE: Academy Creek Influent Pump Station  
Pump Base Replacement

Mr. Grantham,

BRW would like to thank you for the opportunity to offer pricing for the referenced project. Our price includes all labor, material, and equipment necessary to complete the work per the scope described.

**SCOPE OF WORK**

- Remove existing pumps, bases and rails from pump station wet well.
- Assist BGJWSC with cleaning of the wet wells.
- Modify existing 16" discharge pipe to adapt to new pump base
- Set pump bases (4) on stainless steel plate washers (replace existing anchors as necessary)
- Install 3" Stainless Steel 316 guiderails and upper support
- Coat all new components with epoxy coating (Sherwin-Williams Macropoxy 646)
- Pour new concrete base to support pump bases

**TOTAL.....\$55,465.00**

Thank you for the opportunity and please do not hesitate to call if you have any questions.

Best Regards,  
BRW Construction Group

Robert K. Beck  
Project Manager





# Brunswick-Glynn Joint Water and Sewer Commission Memorandum

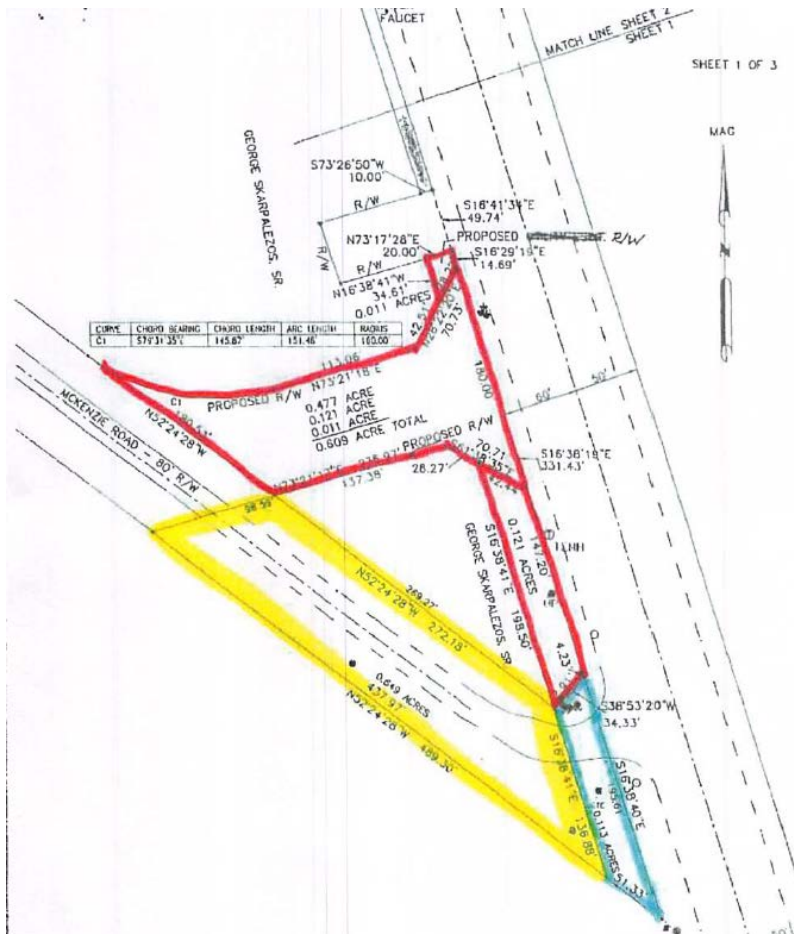
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**To:** Brunswick-Glynn Joint Water & Sewer Commission  
**From:** Todd Kline, P.E., Director of Engineering  
**Date:** Thursday, September 19, 2024  
**Re:** Easement Conveyance – McKenzie Drive

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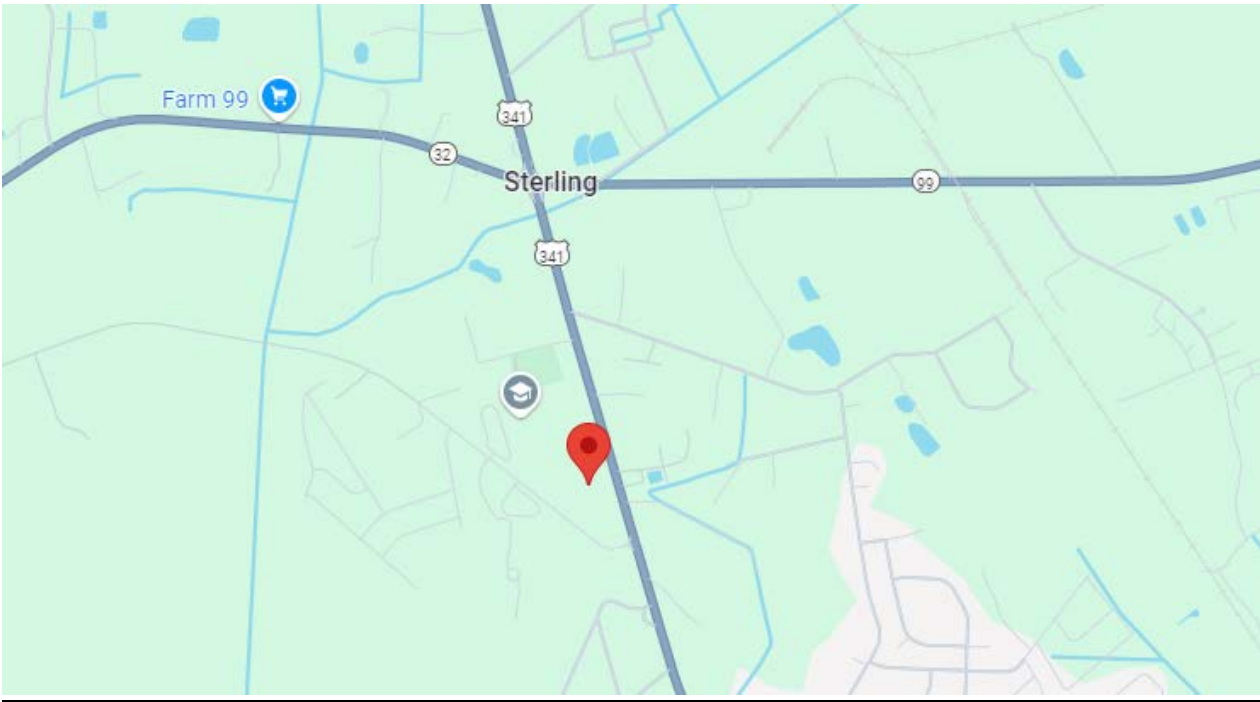
## **Background**

The Brunswick-Glynn Joint Water & Sewer Commission (JWSC) Standards for Water & Wastewater System Design and Construction and Development Procedures support the acceptance of privately constructed water and wastewater systems as public infrastructure, and/or the conveyance of easements when specified conditions are met. In 2009 Glynn County realigned McKenzie Road at the intersection with Highway 341, exchanging property with the adjoining property owner. Glynn County received the property outlined in red and blue, in exchange for the property outlined in yellow. The current owner, Skarpalezos Investments LLC, requested Glynn County convey the area in blue which was executed on July 12, 2024 with the condition that Skarpalezos Investments LLC convey a water and sewer easement to JWSC.

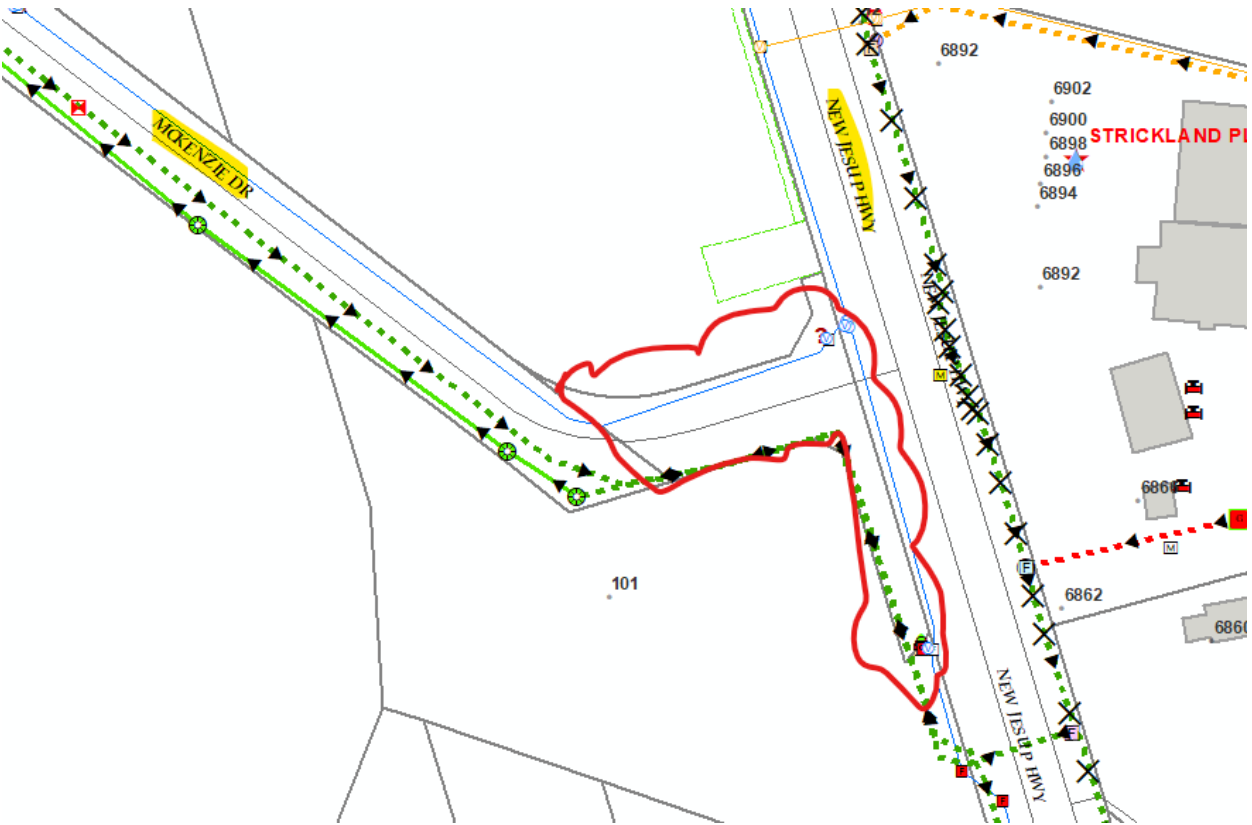




**Location Map – McKenzie Road at New Jesup Highway**



**GIS Map – To be Updated following Acceptance of Infrastructure**





**Staff Report**

Glynn County has presented JWSC with a copy of a conveyance deed executed between Glynn County and Skarpalezos Investments LLC on July 12, 2024. A Corrective Deed is being executed by Glynn County and Skarpalezos Investments LLC to correct the Legal Description. JWSC Legal has confirmed the revised Legal Description and Easement Plat exhibit as presented and attached to this memo are correct, and that the easement accommodates the existing JWSC infrastructure.

**Recommended Action**

Staff recommends acceptance and approval of the water and sewer Easement after receiving documentation that the Corrective Deed between Glynn County and Skarpalezos Investments LLC has been fully executed.

**Recommended Motion**

*“I move that the Brunswick-Glynn Joint Water and Sewer Commission approve and accept the McKenzie Water and Sewer Easement with associated documentation.”*

**Enclosures**

McKenzie Water and Sewer Easement w. Legal Description and Easement Plat Exhibit (Requires Chairman Signature)



*(Above this Line Reserved for Clerk Recording Data)*

Return to:  
Brunswick-Glynn County Joint  
Water and Sewer Commission  
Attn: Andrew Burroughs, Exec. Dir.  
1703 Gloucester Street Brunswick,  
GA 31520

**STATE OF GEORGIA  
COUNTY OF GLYNN**

**WATER AND SEWER UTILITIES EASEMENT**

**THIS WATER AND SEWER UTILITIES EASEMENT** grant and dedication, made and entered into this 18th day of July, 2024 by and between Skarpalezos Investments, LLC, a Georgia Limited Liability Company, (hereinafter referred to as the "Grantor") and the **BRUNSWICK-GLYNN COUNTY JOINT WATER AND SEWER COMMISSION**, a body corporate and politic and a public corporation, established by a Local Act of the General Assembly of the State of Georgia, acting by and through its Commissioners (hereinafter referred to as the "Grantee").

**WITNESSETH:**

For and in consideration of the premises, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Grantor does hereby grant and convey unto said Grantee, its successors and assigns, a perpetual easement and right to

construct, reconstruct, install, locate, relocate, maintain, repair, replace and use water lines, sanitary sewer lines, valves, manholes, such other lines Grantee deems necessary for water and sewer service, and related equipment and facilities over, across and through a portion of the Grantor's Property (the "Easement Area"), described as follows:

**SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE.**

1. Grant of Easement for Utilities:

a. Grantor hereby transfers and conveys an easement in and to all property described in Exhibit "A" for the location, maintenance, and repair of water lines, sanitary sewer lines, valves, manholes, access roads, ditch or creek crossings and related equipment and facilities (hereinafter referred to as "Water and Sewer Utilities") in the Easement Area.

b. The grant of this easement includes the right at all times for representatives of Grantee to enter upon said Easement Area for purposes described herein, including the right to cut away and keep clear of Water and Sewer Utilities any and all vegetation that might, in the opinion of the Grantee, endanger or injure the Water and Sewer Utilities or their appurtenances, or interfere with their proper operation or maintenance; the right of ingress to and egress from the Easement Area across the land referred to herein for the purpose of exercising the rights herein granted; provided, that failure of the Grantee to exercise any of the rights herein granted shall not be construed as a waiver or abandonment of the right hereafter at any time and from time to time to exercise any or all of same. Grantee shall not be liable for, or bound by, any statement, agreement or understanding not herein expressed.

c. Grantor warrants that no building, shed, mobile home, fence, swimming pool or other such structures, or any crops, trees or large shrubs shall be erected or planted over the Water and Sewer Utilities nor within the boundary of the Easement Area as stated



herein; that no other utility shall be permitted within the Easement Area that interferes with the operation and maintenance of the Water and Sewer Utilities; that no fill material or paving shall be placed within the Easement Area unless permitted in writing by the Grantee; and, that any structure/fill material placed upon, or vegetation planted within the Easement Area in contradiction herein shall be removed at the property owner's expense.

d. In the event a building or other structure should be erected within the Easement Area, no claim for damages shall be made by Grantor, its heirs or assigns, on account of any damage that might occur to such structure, building or contents thereof due to the operation or maintenance of said Water and Sewer Utilities or their appurtenances, or any accident or mishap that might occur therein or thereto.

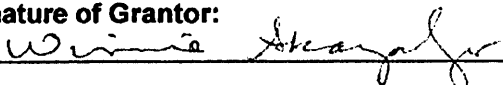
2. Maintenance: Except as hereinafter provided, that in the event excavation, construction, reconstruction, installation, location, relocation, maintenance, repair or replacement are necessary to the Water and Sewer Utilities, or equipment and facilities, as described above, the Grantee shall, at its expense, perform such work. Provided, however, the Grantee shall not be responsible for full restoration of the Easement Area to match the original condition.

3. Limitation of Easement Rights: The Grantor does not convey any land, but merely grants the rights, privileges and easement herein above set out.

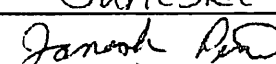
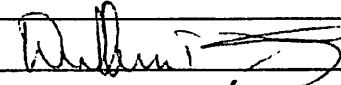
4. Encumbrances: Grantor herein by these presents warrants there are no liens, mortgages, or other encumbrances to a clear title to the Easement Area, except as follows: which is recorded in the office of the Superior Court real property records of Glynn County in Book 181 at Page 18th and that Grantor is legally qualified and entitled to grant the easement herein with respect to the lands described.

TO HAVE AND TO HOLD the above described water and sewer easement rights in and to the said Easement Area to the Grantee, so that neither the Grantor nor any person or persons claiming under it shall at any time, by an means or ways, dispute the perpetual easement right of the Grantee to the use of said easement.

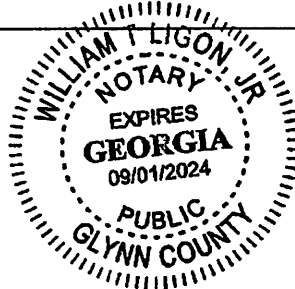
IN WITNESS WHEREOF, the said Grantor has set their hand and affixed their seal of the undersigned and delivered these presents on this the day and year first above written.

Printed Name of Grantor: Skarpalezos Investments, LLC	
Title of Grantor: Manager	
Signature of Grantor: 	Date Signed: 7/18/2024

**STAMP CORPORATE SEAL (if Grantor is an LLC or INC)**

Printed Name of Unofficial Witness: Janeska Pena
Signature of Unofficial Witness: 
Signed, sealed and delivered on this 18 day of July, 20 24 and in the presence of:
Signature of Notary Public: 
My Commission Expires:

**STAMP NOTARIAL SEAL**





ACCEPTED THIS \_\_\_\_\_ DAY  
OF \_\_\_\_\_, 20<sup>24</sup>.

**BRUNSWICK-GLYNN COUNTY JOINT  
WATER AND SEWER COMMISSION**

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

Name:  
Chairman

Attest to: \_\_\_\_\_

Name:  
Commission Clerk

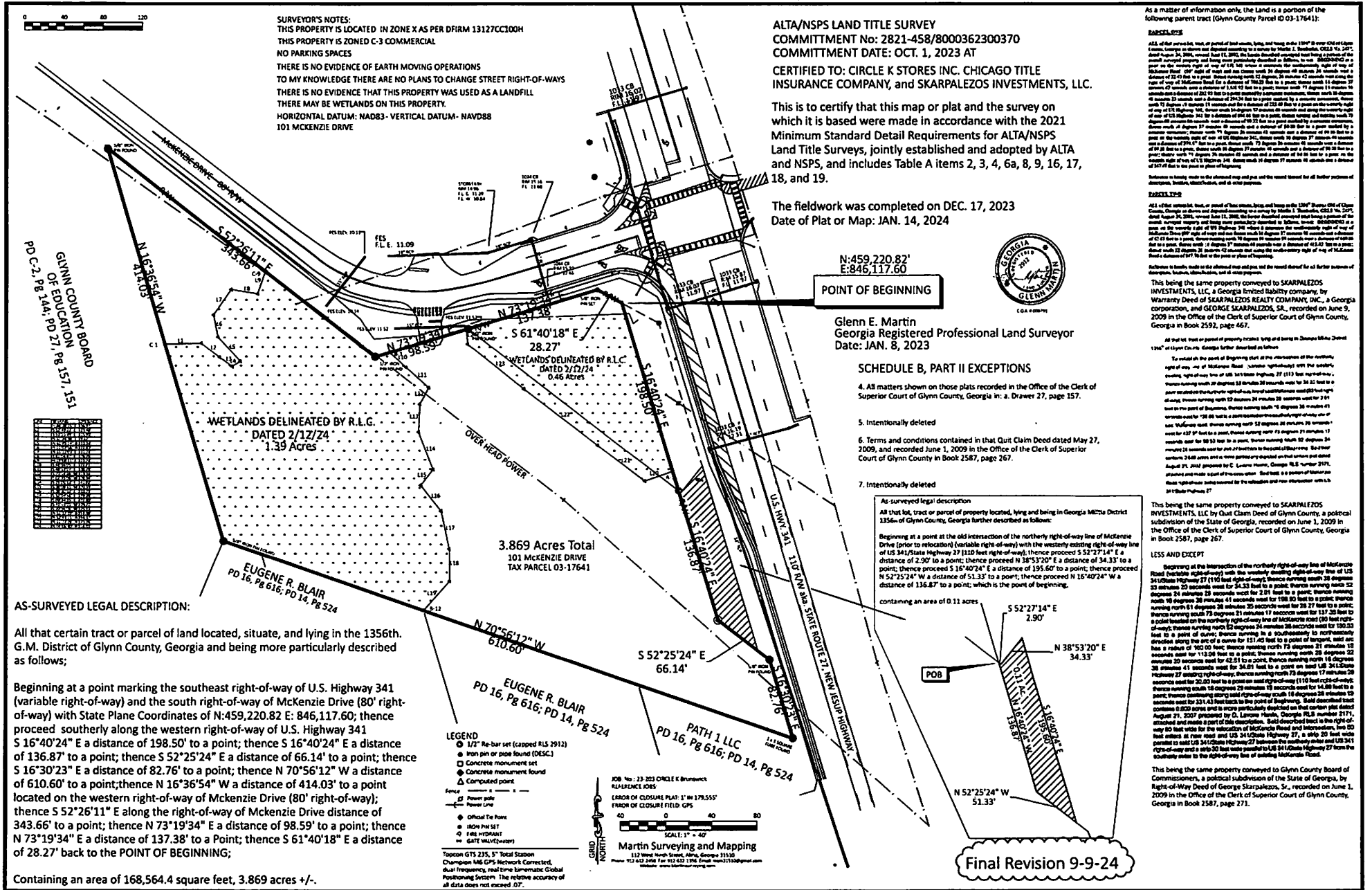
## EXHIBIT "A"

All that lot, tract or parcel of land located, lying and being in the 1356th G.M. D. of Glynn County, Georgia, and shown on plat of survey dated January 14, 2024, Final Revision dated September 9, 2024, certified by Martin Surveying and Mapping, being attached hereto as Exhibit "A-1", and being further described as follows:

Beginning at a point at the old intersection of the northerly right-of-way line of McKenzie Road (prior to relocation) (variable right-of-way ) with the westerly existing right-of-way line of US 341/State Highway 27 (110 feet right-of-way); thence proceed South 52 degrees 27 minutes 14 seconds East a distance of 2.90 feet to a point; thence proceed North 38 degrees 53 minutes 20 seconds East a distance of 34.33 feet to a point; thence proceed South 16 degrees 40 minutes 24 seconds East a distance of 195.60 feet to a point; thence proceed North 52 degrees 24 minutes 20 seconds West a distance of 51.33 feet to a point; thence proceed North 16 degrees 4 minutes 24 seconds West a distance of 136.87 feet to a point, which is the point of beginning, containing an area of 0.11 acres.



# Exhibit "A-1"



**SURVEYOR'S NOTES:**  
 THIS PROPERTY IS LOCATED IN ZONE X AS PER DFORM 13127CC100H  
 THIS PROPERTY IS ZONED C-3 COMMERCIAL  
 NO PARKING SPACES  
 THERE IS NO EVIDENCE OF EARTH MOVING OPERATIONS  
 TO MY KNOWLEDGE THERE ARE NO PLANS TO CHANGE STREET RIGHT-OF-WAYS  
 THERE IS NO EVIDENCE THAT THIS PROPERTY WAS USED AS A LANDFILL  
 THERE MAY BE WETLANDS ON THIS PROPERTY.  
 HORIZONTAL DATUM: NAD83 - VERTICAL DATUM: NAVD88  
 101 MCKENZIE DRIVE

**ALTA/NSPS LAND TITLE SURVEY**  
 COMMITMENT No: 2821-458/8000362300370  
 COMMITMENT DATE: OCT. 1, 2023 AT  
 CERTIFIED TO: CIRCLE K STORES INC. CHICAGO TITLE  
 INSURANCE COMPANY, and SKARPALEZOS INVESTMENTS, LLC.

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Table A items 2, 3, 4, 6a, 8, 9, 16, 17, 18, and 19.

The fieldwork was completed on DEC. 17, 2023  
 Date of Plat or Map: JAN. 14, 2024

N:459,220.82'  
 E:846,117.60

POINT OF BEGINNING

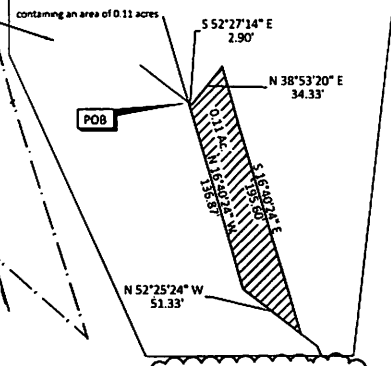


Glenn E. Martin  
 Georgia Registered Professional Land Surveyor  
 Date: JAN. 8, 2023

**SCHEDULE B, PART II EXCEPTIONS**

- All matters shown on those plats recorded in the Office of the Clerk of Superior Court of Glynn County, Georgia in a: Drawer 27, page 157.
- Intentionally deleted
- Intentionally deleted
- Terms and conditions contained in that Quit Claim Deed dated May 27, 2009, and recorded June 1, 2009 in the Office of the Clerk of Superior Court of Glynn County in Book 2587, page 267.
- Intentionally deleted

As surveyed legal description  
 All that lot, tract or parcel of property located, lying and being in Georgia Middle District 1356-6 of Glynn County, Georgia further described as follows:  
 Beginning at a point at the old intersection of the northerly right-of-way line of McKenzie Drive (prior to relocation) (variable right-of-way) with the westerly existing right-of-way line of US 341/State Highway 27 (110 feet right-of-way), thence proceed S 52°27'14" E a distance of 2.90' to a point; thence proceed N 38°53'20" E a distance of 34.33' to a point; thence proceed S 61°40'18" E a distance of 195.60' to a point; thence proceed N 52°25'24" W a distance of 51.33' to a point; thence proceed N 16°40'24" E a distance of 136.87' to a point; which is the point of beginning.  
 containing an area of 0.11 acres



As a matter of information only, the Land is a portion of the following parent tract (Glynn County Parcel ID 03-17641):

**TABLE 1501**  
 ALL of that certain lot, tract or parcel of land, lying and being within 1200' of the center line of the...  
**TABLE 1502**  
 ALL of that certain lot, tract or parcel of land, lying and being within 1200' of the center line of the...  
**TABLE 1503**  
 ALL of that certain lot, tract or parcel of land, lying and being within 1200' of the center line of the...

**AS-SURVEYED LEGAL DESCRIPTION:**  
 All that certain tract or parcel of land located, situate, and lying in the 1356th G.M. District of Glynn County, Georgia and being more particularly described as follows:

Beginning at a point marking the southeast right-of-way of U.S. Highway 341 (variable right-of-way) and the south right-of-way of McKenzie Drive (80' right-of-way) with State Plane Coordinates of N:459,220.82 E: 846,117.60; thence proceed southerly along the western right-of-way of U.S. Highway 341 S 16°40'24" E a distance of 198.50' to a point; thence S 16°40'24" E a distance of 136.87' to a point; thence S 52°25'24" E a distance of 66.14' to a point; thence S 16°30'23" E a distance of 82.76' to a point; thence N 70°56'12" W a distance of 610.60' to a point; thence N 16°36'54" W a distance of 414.03' to a point located on the western right-of-way of McKenzie Drive (80' right-of-way); thence S 52°26'11" E a distance of 198.50' to a point; thence N 73°19'34" E a distance of 343.66' to a point; thence N 73°19'34" E a distance of 98.59' to a point; thence N 73°19'34" E a distance of 137.38' to a point; thence S 61°40'18" E a distance of 28.27' back to the POINT OF BEGINNING;

Containing an area of 168,564.4 square feet, 3.869 acres +/-.

- LEGEND**
- 1/2" Re-bar set (capped RLS 2912)
  - Iron pin or pipe found (DESC.)
  - Concrete monument set
  - Concrete monument found
  - Computed point
- Notes**
- Power pole
  - Power Line
  - Official Tie Point
  - HIGH PILE SET
  - IRRE ADJACENT
  - GATE VALVE (water)

JOB No: 23-203 CIRCLE K BRANDS/SSS  
 RELAYANCE JOB  
 ERROR OF CLOSURE PLAT: 1" IN 179,555'  
 ERROR OF CLOSURE FIELD GPS  
  
 SCALE: 1" = 40'  
 Martin Surveying and Mapping  
 117 West North Street, Albany, Georgia 31702  
 Phone: 770-842-2484 Fax: 770-842-1706 Email: martin@msmga.com

Final Revision 9-9-24