

Attachment #1

AN ORDINANCE TO AMEND THE FY2022 ANNUAL OPERATING AND CAPITAL BUDGET FOR ATHENS-CLARKE COUNTY, GEORGIA SO AS TO PROVIDE FUNDING TO THE CENTRAL SERVICES DEPARTMENT FROM THE GEORGIA DEPARTMENT OF PUBLIC HEALTH (DPH) FOR THE PURPOSE OF REPLACING THE ROOF AT 345 NORTH HARRIS STREET; AND FOR OTHER PURPOSES.

The Commission of Athens-Clarke County, Georgia hereby ordains as follows:

SECTION 1. The Commission of Athens-Clarke County, Georgia desires to amend the General Capital Projects Fund to provide funding to the Central Services Department from the Georgia Department of Public Health (DPH) for the purpose of replacing the roof at 345 North Harris Street. Said Operating and Capital budget is hereby amended as follows:

General Capital Projects Fund:

REVENUES:

Increase:

Other Rev - Miscellaneous \$225,000

EXPENDITURES:

Increase:

Central Services Department:

Capital:

Facilities Life Cycle Maintenance Program \$225,000

SECTION 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THE UNIFIED GOVERNMENT OF ATHENS-CLARKE COUNTY
COMMISSION AGENDA ITEM**

SUBJECT: Amend Department FY22 Budget - Acceptance of Funds from the Georgia Department of Public Health (DPH)

DATE: April 26, 2022

BUDGET INFORMATION:

REVENUES:

\$ 225,000 GA DPH Funds

EXPENSES:

CAPITAL:

\$ 225,000 Facilities Life-Cycle Maintenance Program

FUNDING SOURCE: Georgia Department of Public Health Funds

COMMISSION ACTION REQUESTED ON: June 7, 2022

PURPOSE:

To request that the Mayor and Commission:

- a. Approve a budget ordinance (**Attachment #1**) to amend the Central Services Department FY22 budget by \$225,000 through the acceptance of funds from the Georgia Department of Public Health for the purpose of replacing the roof at 345 N. Harris Street, where the Clarke County Health Department is a tenant; and,
- b. Authorize the Mayor and appropriate staff to execute all related documents.

HISTORY:

- 1. Since unification in 1991, Athens-Clarke County (ACCGov) has funded facility equipment lifecycle replacement on an annual basis using the capital budget.
- 2. On April 6, 2021, the M&C adopted an update to the ACCGov Sustainable Building Policy.
- 3. On June 15, 2021, the M&C adopted the FY22 Capital and Operating Budget. Part of this budget initiated a ten-year path to sustainable funding for facility life-cycle replacement programming.
- 4. On November 19, 2021, the Central Services Department submitted a proposed list of FY23 Capital Budget projects to the Manager’s Office for review and consideration.
- 5. On January 7, 2022, the Facilities Management Division (FMD) of Central Services initiated dialogue with the Clarke County Health Department, in order to advise them of future roof construction that is planned to occur in FY23, and to discuss all potential options available

for project funding.

6. On April 12, 2022, FMD received a formal letter (**Attachment: #2**) from the Georgia Department of Public Health (DPH), Northeast Health District, Clarke County Health Department indicating their commitment to contribute to a portion of the cost of the roof replacement.
7. On April 19, 2022, FMD released a public notice, in cooperation with the Finance Department, to solicit bids from qualified vendors for multiple roof projects, including the Health Department Building, in an effort to secure the most reasonable pricing.

FACTS & ISSUES:

1. Acceptance of these funds and the associated budget amendment will directly assist in the roof replacement at 345 N. Harris Street, where the Clarke County Health Department has been a long-standing tenant. The project has already been proposed as part of the FY23 Facilities Life-Cycle Maintenance Program.
2. In accordance with the DPH guidelines and budgeting, the funds must be released to ACCGov within the near future, having been encumbered as part of the DPH's current fiscal year. If accepted by ACCGov, these funds are expected to be transferred in June of 2022, prior to the close of FY22, and be carried-forward into FY23 Capital. This will also allow FMD to move forward with contractor selection, knowing adequate funds are available, prior to issuing a purchase order.
3. The Central Services Department, Facilities Management Division (FMD), maintains a list of all ACCGov facilities for life-cycle equipment/systems replacement projects. In FY23, that comprehensive list comprises a significant backlog of 37 individual projects (~\$5,499,178), mostly consisting of roofs and heating, venting, air-conditioning (HVAC) initiatives, but also equipment like generators and a hydraulic lift. Other maintenance needs include paint, carpet, and flooring.
4. Funding for the vast majority of projects within the facility equipment/systems replacement program is traditionally derived from annual capital improvement contributions of the General Fund and through Special Purpose Local Option Sales Tax (SPLOST) collection specifically allocated for these initiatives.
5. In general, capital funds from Facilities Life Cycle Maintenance Program are intended to enhance public facility safety, longevity, comfort, aesthetics, and function while also promoting operational efficiency.
6. Deposit of these funds will have a direct effect on the department's ability to further complete additional facility life-cycle projects in FY23 through a proportional reallocation of available spending otherwise not possible without such additional financing.

7. The overall cost estimate for the Clarke County Health Department roof is expected to be \$1,035,000. After accounting for the \$225,000 contribution from DPH, the remaining portion of the cost is proposed to come from annual capital contributions approved by the M&C.
8. The project has already been put out for bid, and upon review, a recommendation for contract award will be forthcoming in a separate agenda report to the M&C, likely in late Summer, or early Fall.
9. The scope of work will include a full replacement of the roof, including, but not limited to:
 - Remove existing roof steel decking;
 - Remove obsolete equipment;
 - Install a 2-ply modified bitumen roof system;
 - Install flashings per detail drawings;
 - Fabricate and install metal edge and gutter system as specified;
 - Gas lines, chilled water lines, conduits to be raised and set on support stands as specified;
 - Install protection pads at equipment service doors and roof hatch;
 - Provide a five-year contractor's warranty and a twenty-year manufacturer's "total" system warranty; and
 - Install roofing membrane system according to roofing system manufacturer's written instructions and applicable recommendations of ARMA/NRCA's "Quality Control Guidelines for the Application of Polymer Modified Bitumen Roofing."
10. The project is expected to commence in Fall of 2022 and will likely take 90-120 days to complete. Should ACCGov experience a delay in initiating construction, the funds would be held in consultation with the DPH and remain designated for this project into the future.
11. The proposed roof replacement will help avoid an adverse operational impact on the facility and the services conducted within it, which could cause interruptions to daily activities, adversely effecting public perception, and increasing prolonged maintenance costs.
12. The 2018 Athens-Clarke County Comprehensive Plan, a state mandated document which sets forth a 20-year outlook, specifically identified the following goals, needs, opportunities, strategies, policies, and community work program initiatives that are supported by the agenda item:
 - *Foundation: Policy (B)* – Repair and replace infrastructure assets commensurate with physical depreciation.
13. This recommendation is consistent with the ACCGov Strategic Plan Goals, Strategies and Initiatives – FY23-25

Goal Area 6: Built and Natural Infrastructure

- C. Adequate funding for maintenance of existing and newly constructed infrastructure

1. Account for data-informed life cycle costs when budgeting for new infrastructure.

OPTIONS:

1. Mayor and Commission:
 - a. Approve a budget ordinance (**Attachment #1**) to amend the Central Services Department FY22 budget by \$225,000 through the acceptance of funds from the Georgia Department of Public Health for the purpose of replacing the roof at 345 N. Harris Street, where the Clarke County Health Department is a tenant; and,
 - b. Authorize the Mayor and appropriate staff to execute all related documents.
2. Mayor and Commission do not approve a budget ordinance (**Attachment #1**) to amend the Central Services Department FY22 budget by \$225,000 through the acceptance of funds from the Georgia Department of Public Health, or authorize the Mayor and appropriate staff to execute all related documents.
3. Mayor and Commission defined option.

DEPARTMENT(S) RECOMMENDED ACTION:

Option #1: a & b

DEPARTMENT(S): Central Services

Prepared by: Gavin Hassemer

Gavin J. Hassemer

Gavin Hassemer
Interim Director of
Central Services

April 26, 2021

Date

ADMINISTRATIVE COMMENTS:

ADMINISTRATIVE RECOMMENDATION: Option #1: a & b

JH

Gavin M. Williford

Manager

May 11, 2022

Date

ATTACHMENTS:

Attachment #1: Budget Amendment Ordinance

Attachment #2: DPH Letter of Commitment



CLARKE COUNTY HEALTH DEPARTMENT

NORTHEAST HEALTH DISTRICT, GEORGIA DEPARTMENT OF PUBLIC HEALTH
220 Research Drive, Athens, Georgia 30605

April 12, 2022

Beth Smith, Facilities Management Administrator
Central Services Department, Facilities Management Division
2555 Lexington Road
Athens, Georgia 30605

**Re: Clarke County Health Department
345 N. Harris Street, Athens**

Dear Beth:

As we discussed on the phone, the Clarke County Health Department is happy to contribute to the cost of the roof replacement. We have encumbered \$225,000 toward this project and will cut ACC a check when you are ready!

Sincerely,

A handwritten signature in black ink that reads 'EMILY D. EISENMAN'.

Emily D. Eisenman
District Administrator

