

MINUTES
REGULAR MEETING OF THE MONTEZUMA CITY COUNCIL
February 11, 2025
Montezuma City Hall
408 S. Dooly St.
Montezuma, GA 31063

- CALL TO ORDER:** Mayor Nealie Johnson called the meeting to order at 6:00 PM.
- INVOCATION:** Attendees stood as Mayor Johnson led in prayer then said the “Pledge of Allegiance” in unison.
- PRESENT:** Mayor Nealie Johnson; Council Members: Mayor Pro Tempore Cleveland Hobbs, Howard Brown, Walter Felton, Charles Ivey, Daniel Porter, and Marie Tooks; City Attorney, Jon Coogle; City Manager, Mel Fulghom; City Administrator/Clerk, Jennifer McCarthy; Police Chief Eric Finch; Fire Chief Roy Yoder; W/WW Plants Chief Terry Cross; and Public Works/W&S Line Maintenance Chief Lonnie Shaw; Special Projects Coordinator Angie Peaster
- ABSENT:** N/A

CONSENT AGENDA

MOTION # 1: To accept all issues on the consent agenda, as follows:

To Approve minutes of council meeting of January 14, 2025, as received by all members.

To ratify phone poll of January 24, 2025. To re-zone North Plum St from R-1 (single family residential) to R-3-R (Residential - double wide mobile homes allowed w/restrictions). The Planning & Zoning Board voted to approve the change. A public hearing was held on 1/23/25 with 8 citizens in attendance with no objections. (A copy is attached to and made part of these minutes. Attachment #1)

To adopt Resolution #738 to commend Police Officer Avery Cruthirds for being awarded Employee of the Year for 2024. (A copy is attached to and made part of these minutes. Attachment #2)

To approve the City of Montezuma Language Access Plan for CDBG 24p-x-096-2-6383. (A copy is attached to and made part of these minutes. Attachment #3)

To approve and accept a memorial bench donated by the Travelers Rest Mason Lodge #65 F.&A.M. The bench will be made of gray granite and placed outside of the Depot next to the memorial.

To approve work Authorization No. 12 Contract with Holt Consulting Company for Design of Runway Rehab at Dr. C.P. Savage Airport in the amount of \$167,180.00 This project will be funded with previously approved GDOT Runway Rehab Funding. (A copy is attached to and made part of these minutes. Attachment #4)

To approve Ordinance #400 GMA Employee Benefit System Defined Benefit Retirement Plan Restatement. (A copy is attached to and made part of these minutes. Attachment #5)

To Adopt Resolution #739 to "Opt-Out" of the Homestead Exemption Pursuant to O.C.G.A. 48-5-44.2. (A copy is attached to and made part of these minutes. Attachment #6)

To approve and accept playground equipment donated by the Downtown Development Authority located at Gladys Hair Park.

MOTION BY: Mr. Hobbs
SECOND BY: Mr. Brown
VOTE: UNANIMOUS, IN FAVOR OF

ADJOURN: With no further business, the meeting adjourned.



Neealie L. Johnson - Mayor



Jennifer McCarthy - City Administrator/Clerk

PHONE POLL OF MAYOR & COUNCIL

DATE OF POLL:

24-Jan-25

Phone Poll:

The Planning & Zoning Board met on 7/18/22 for the purpose of a request to change the zoning for North Plum St from R-1 (single family residential) to R-3-R (Residential - double wide mobile homes allowed w/restrictions). The Board voted to approve to change. A public hearing was held on 1/23/25 with 8 citizens in attendance with no objections. Do you approve the rezone request?

Vote

Comments

YES

No

Mayor Nealie Johnson

✓

Councilmember Marie Tooks

✓

Councilmember Charles Ivey

✓

Councilmember Howard Brown

✓

Councilmember Walter Felton

✓

Councilmember Cleveland Hobbs

✓

Councilmember Daniel Porter

✓

Resolution #738

A RESOLUTION TO COMMEND POLICE OFFICER AVERY CRUTHIRDS FOR BEING AWARDED
MONTEZUMA POLICE DEPARTMENT EMPLOYEE OF THE YEAR 2024

WHEREAS, From January 1, 2024, through December 31, 2024, Officer Avery Cruthirds is awarded for the outstanding work performance of his duties as an officer of the Montezuma Police Department; and

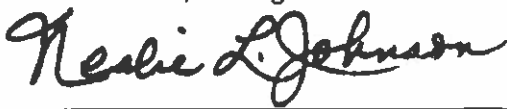
WHEREAS, Officer Avery Cruthirds' work criteria included attendance, most productive officer, organizational commitment, leadership and community involvement. Officer Avery Cruthirds distinguished himself and received the respect and admiration of his peers, supervisors, and the City of Montezuma; and

WHEREAS, Officer Avery Cruthirds in addition to his patrol duties was tasked with several responsibilities and performed them all in an exemplary manner, conducted the most follow up investigations and assisted in several major investigations. Officer Cruthirds assisted in solving the Macon County School Shooting on September 13, 2024, by locating the suspects through the Departments Flock and Security cameras.

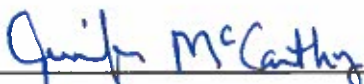
WHEREAS, it is the goal of the Montezuma Police Department to identify criminal activity, pursue and apprehend criminal offenders, to instill public confidence in the agency by maintaining a high degree of professionalism, dedication and expertise in the department;

THEREFORE BE IT RESOLVED, that the Mayor and Council and the citizens of Montezuma do hereby commend and thank Officer Avery Cruthirds for his service, dedication and professionalism displayed on a daily basis.

SO RESOLVED, the 11th day of February 2025 by the Mayor and Council of Montezuma, Georgia.
City of Montezuma, Georgia

By: 

Nealie L. Johnson - Mayor

Attest: 

Jennifer McCarthy - City Administrator/Clerk

City of Montezuma Language Access Plan

Grantee: City of Montezuma

CDBG Grant Number: CDBG 24p-x-096-2-6383

Target Area: Ross Street, Lavender Street, Oak Grove Court, East Adams Street, Pearl Street, Ivy Street, Henderson Street, and South Dooly Street, along with intersecting streets.

Preparer's name, phone number, email address: Ian Perry, 706 660 5270

iperry@rivervalleyrc.org

Four Factor Analysis

The analysis provided in this report has been developed to identify LEP population that may benefit or be impacted by Community Development Block Grant funds and identify needs for language assistance. This analysis is based on the "Four Factor Analysis" presented in HUD's 72FR 2732, the starting point for ensuring Meaningful Access is to conduct an individualized assessment that takes into account the following four factors:

1. The number and proportion of LEP persons in the service area who may be served or are likely to encounter a CDBG program, activity or service.
2. The frequency with which LEP persons come in contact with CDBG programs, activities or services.
3. The nature and importance of programs, activities or services provided by CDBG to the LEP population.
4. The resources available to execute the programs and overall costs to provide LEP assistance.

Factor 1: The Number and Proportion of LEP Persons Served or Encountered in the Eligible Service Population

Of the 2935 residents who are 5 years or older in the CDBG service area, 33 residents describe themselves as speaking English less than "very well". People of Spanish descent are the primary LEP persons likely to utilize CDBG services. For the CDBG service area, the American Community Survey of the U.S. Census Bureau shows that among the area's population, 98.9 % speak English "very well". Census data indicates that the CDBG service area does not meet the safe harbor threshold of 5% or greater than 1000 individuals.

A Census table which lists the languages spoken at home by the ability to speak English for the population within the CDBG service area are attached to this plan.

An evaluation of the FY 2024 Target Area, based on surveys and local knowledge, indicates that there are no LEP households that may need notification or LAP services.

Factor 2: The Frequency with which LEP Individuals Come into Contact with Your Programs, Activities, and Services

The Federal guidance for this factor recommends that agencies should assess the frequency with which they have contact with LEP individuals from different language groups. The more frequent the contact with a particular LEP language group, the more likely enhanced services will be needed.

City staff reviewed the frequency with which staff have, or could have, contact with LEP persons. This includes documenting phone inquiries or office visits, as well as public hearings and interactions during surveys. Over the past two years, there have been no requests for interpreters and no requests for translated program documents.

The City is not pursuing a Housing project.

Frequency of Interaction: Annually

For CDBG grants, grantees must engage with the public at these critical steps:

- a. When notifying the public about a grant award application and its proposed activities
- b. When notifying the public about the grant award and its funded activities
- c. When seeking applicants to participate in the program (e.g., when seeking homeowners for rehabilitation assistance)
- d. When seeking qualified contractors
- e. When working with homeowners selected for assistance
- f. When seeking bids from builders to construct the homes
- g. When notifying the public about the grant award closeout and its accomplishments

Factor 3: The Nature and Importance of the Program, Activity, or Service Provided by the CDBG program

The nature and importance of the CDBG program is to improve water services. Denial or delay of access to services or information would not cause serious or life threatening implications for LEP persons. The City of Montezuma Clerk, Jennifer McCarthy, is the individual responsible for coordination of the City's LEP compliance. Jennifer can be located at the City of Montezuma's City Hall, 408 South Dooly Street, PO Box 388, Montezuma, Georgia 31036 between the hours of 8:30AM – 5:00PM, Monday through Friday. Jennifer can also be contacted by phone at 478-472-8144 or by email at jennifermtz@windstream.net.

Factor 4: The Resources Available to the Recipient and Costs

City of Montezuma takes all reasonable steps to ensure Meaningful Access for LEP persons to CDBG programs and activities. The City of Montezuma can obtain translated documents readily available from HUD's website. Additionally, if the City foresees providing any resources to LEP persons, the City will consider including those specific resources.

- Oral interpretation services;
- Bilingual staff;
- Telephone service lines interpreter;
- Written translation services;
- Notices to staff and sub recipients of the availability of LEP services; or
- Referrals to community liaisons proficient in the language of LEP persons.
- Provide "I speak" card

The availability of these resources, however, may limit provision of language services in some instances. Reasonable steps may cease to be reasonable when the costs imposed substantially exceed the benefits. Montezuma CDBG LAP plan balances the needs of the LEP community with funding resources available. Vital documents that directly face the LEP individuals and for which a delay in service provisions might significantly, negatively impact the wellness of any individual that the CDBG program serves have been identified by the Georgia Department of Community Affairs (DCA).

Training Plan for LEP Requirements

Federal guidance states staff members of an agency should know their obligations to provide meaningful access to information and services for LEP persons and that all employees in public contact positions should be properly trained.

Suggestions for implementing Element 3 of the Language Assistance Plan, involve: (1) identifying agency staff likely to come into contact with LEP individuals; (2) identifying existing staff training opportunities; (3) providing regular re-training for staff dealing with LEP individual needs; and (4) designing and implementing LEP training for agency staff.

In the case of City of Montezuma, the most important staff training is for the city administration representatives who deal with the public regularly.

The following training will be provided to these City employees:

1. Information on Title VI Procedures and LEP responsibilities
2. Use of Language Identification Flashcards
3. Documentation of language assistance requests
4. How to handle a potential Title VI/LEP complaint

Vital Documents

The City will consider providing a list of vital documents to be translated (if necessary) and schedule for translating and disseminating vital documents. When staff prepares a document, or schedules a meeting, for which the target audience is expected to include LEP individuals, then relevant documents, meeting notices, flyers, and agendas will be printed in alternative language based on the known LEP population, if requested.

Complaint Procedure

Any person who believes he or she has been denied the benefits of this LAP or that the City of Montezuma has not complied with Title VI of the Civil Rights Act of 1964, U.S.C. 2000(d) and Executive order 13166 regulations may file a complaint with the City Clerk / LAP Coordinator. City of Montezuma investigates complaints received no more than 180 days after the alleged incident. The City will process complaints that are complete.

Once the complaint is received, City of Montezuma will review it to determine if our office has jurisdiction. The complainant will receive an acknowledgement letter informing him/her whether the complaint will be investigated by our office.

Montezuma has ninety (90) days to investigate the complaint. If more information is needed to resolve the case, Montezuma may contact the complainant. The complainant has ten (10) business days from the date of contact to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within ten (10) business days, the complaint case can administratively closed. A case can also be administratively closed if the complainant no longer wishes to pursue their case.

After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. A LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member or other action will occur. If the complainant wishes to appeal the decision, she/he has seven (7) days to do so from the time he/she receives the closure letter or the LOF.

The complaint procedure will be made available to the public.

Monitoring and Updating the Plan

The plan will be reviewed and updated every five years. Updates will consider the following:

- The four factor Analysis
- The number of documented LEP person contacts encountered annually
- How the needs of LEP persons have been addressed
- Determination of the current LEP population in the service area

- Determination as to whether the need for translation services has changed
- Determine whether financial resources are sufficient to fund language assistance resources needed

City of Montezuma understands the value that its CDBG program plays in the lives of individuals who benefit from this program, and the importance of any measures undertaken to make the access to the program easier. The City is open to suggestions from all sources, regarding additional methods to improve their accessibility to LEP communities.

Title VI LEP compliance records plan

The City of Montezuma will maintain documentation of compliance with Title VI of the Civil Rights Act of 1964, U.S.C. 2000(d) and Executive order 13166 regulations in the CDBG project files. These records will remain with the CDBG files for at least a period of three years after the official closing of the CDBG grant project.

Work Authorization No. 12
Between
City of Montezuma
and
Holt Consulting Company, LLC

Project Location: Montezuma, GA Project Number: GA1301-12


Project Name: Runway 18-36 Rehabilitation at Dr. C.P. Savage, Sr. Airport (53A)

It is agreed to undertake the following work in accordance with the provisions of the Master Agreement for Professional Services dated January 5, 2024, between the **City of Montezuma** and **Holt Consulting Company, LLC**.

Scope of Services: The project is generally described as the design to overlay Runway 18-36 (4,215' x 75') with 2" asphalt/crack seal/single treatment, including runway remarking, airfield electrical improvements, and replacement of edge lighting on the old section of runway. The project also includes new construction of an aircraft turnaround at the Runway 18 end of Runway 8-36. The project will include all survey, and erosion and sediment control plans for the above-mentioned scope. See Attachments A and B for additional details.

Method of Payment: for services rendered in accordance with Attachments A and B, the Consultant shall be paid the lump sum amount of \$167,180.00 (One Hundred Sixty-Seven Thousand, One Hundred, Eighty Dollars, and Zero Cents).

Agreed as to scope of services, time schedule, and budget:



For: **City of Montezuma**



For: **Holt Consulting Company, LLC**

Date: February 12, 2025

Date: February 7, 2025

Attachments:

- A - Scope of Services
- B - Cost Summary (Including Subconsultant Proposals)

**Dr. CP Savage, Sr. Airport
Montezuma, Georgia**

ATTACHMENT A

**SCOPE OF WORK
DESIGN AND BIDDING SERVICES
FOR**

RUNWAY 18-36 REHABILITATION PROJECT

**GDOT Project Number APXXX-XXXX-XX(XXX) Macon County
PID-TXXXXXX**

On behalf of the City of Montezuma, Holt Consulting Company will provide surveying, geotechnical, design and bidding services for the following project at the Dr. CP Savage, Sr. Airport:

- Runway 18-36 Rehabilitation Project.

The City of Montezuma would like to rehabilitate Runway 18-36 to extend the overall service life of the pavement on Runway 18-36. In addition to rehabilitate the pavement on the runway, the City of Montezuma would also like to rehabilitate the aircraft turnaround located on the 36 end of Runway 18-36 as well as construct a new aircraft turnaround that would be located on the 18 end of Runway 18-36. With the addition of the aircraft turn arounds this would also increase safety on the airfield.

The project is generally described as the design to Overlay Runway 18-36 (4,215'x75') -2" Asphalt/Crack Seal /Single Treatment, Runway Remarkings, and Airfield Electrical Improvements – Replace edge lighting for old section of RW. The project will include all survey, and erosion and sediment control plans for the above mentioned.

These services will include the following elements of work:

- **Element 1 – Project Formulation** shall include the preparation of work scope, fees, and meeting with GDOT and Sponsor. The environmental subconsultant shall prepare a documented Categorical Exclusion (CATEX) for submission and approval to FAA/GDOT. Additional tasks in Element 1 that will follow the environmental work include the preparation and submission of FAA 7460 and CSPP for regulatory agency coordination; the 7460 and CSPP will be provided to GDOT for review prior to submission to regulatory agencies.
- **Element 2 – Survey Work** Topographical survey is included in this scope of work.
- **Element 3 – Geotechnical Investigation** is included in this scope of work.
- **Element 4 – Construction Plans** will consist of the following plan sheets:
 - Cover Sheet
 - Summary of Quantities
 - General Notes
 - Project Layout

- Project Safety & Phasing Plan
 - Project Safety & Phasing Plan Notes
 - Project Safety & Phasing Plan Details
 - Geometric Layout and Survey Controls
 - Demolition Plans
 - Typical Sections and Paving Details
 - Staking and Paving Plans
 - Grading & Drainage Plans
 - Centerline Profiles
 - Drainage Profiles
 - Drainage Details
 - Marking Plans
 - Marking Details
 - Cross Sections
 - Airfield Electrical Plans (RW edge lights)
 - Airfield Electrical Details
 - Initial Erosion and Sediment Control
 - Intermediate Erosion and Sediment Control
 - Final Erosion and Sediment Control
- **Element 5 – Contract Document(s)** includes the Contract Documents, and Federal Aviation Administration (FAA) and/or Georgia Department of Transportation (GDOT) technical specifications.
 - **Element 6 – Engineer’s Cost Estimate** will include an engineer’s construction cost estimate at each design submittal and with final documents. Additionally, an Engineer’s report will include a detailed description of the project, results of the geotechnical investigation, design calculations, and discussions of design rationale.
 - **Element 7 – DBE Plan** is not included in this scope of work.
 - **Element 8 - Coordination, Review and Comments** will be addressed after the 90 and 100 percent submittal to GDOT.
 - **Element 9 – Bidding Services** include oversight of the bidding process including pre-bid meeting, issuance of addenda, bid opening, bid evaluation(s) and recommendation for award.

This project will be designed in accordance with the provisions of the Federal Aviation Administration (FAA) Advisory Circular 150/5300-13A. All construction details will conform to FAA Specifications, AC150/5370-10H Standards for Specifying Construction of Airports and AC150/5370-2G Operational Safety on Airports during Construction, along with GDOT Specifications, GDOT Standard Specifications – 2021 Edition, as necessary.

Period of Services:

Design Phase services will begin immediately upon execution of this agreement by the OWNER and continue through completion. It is estimated the design duration is 160 calendar days.

Bidding Phase services will begin immediately upon approval by the Owner and GDOT following the design completion. This time period is estimated to be 60 calendar days.

Services required beyond the above estimated time frames due to delays in obtaining agency approvals, defective work by subcontractor, or to other causes beyond the CONSULTANT’s control may require additional compensation with an amendment to this work authorization.

Basis of Compensation

Basic and Special Services: The Consultant's compensation for the work described herein shall be in the following not to exceed amounts.

Element 1 - Project Formulation	\$ 11,450.00
Element 2 - Survey Work	\$ 12,740.00
Element 3 - Geotechnical Investigation	\$ 11,060.00
Element 4 - Construction Plans	\$ 88,300.00
Element 5 - Contract Documents	\$ 11,000.00
Element 6 – Engineer’s Estimate/ALP Update	\$ 5,770.00
Element 7 - DBE Plan	Not Included
Element 8 - Coordination, Review, and Comments	\$ 13,110.00
Element 9 - Bidding Phase Services	\$ 13,750.00
Total	\$ 167,180.00

Note: Construction Administration and Construction Inspection (CA/CI) Services are not included in this proposal. A separate work authorization for CA/CI services will be submitted once bids in hand are received.

ATTACHMENT B - COST SUMMARY
DR. CP SAVAGE, SR. AIRPORT
RUNWAY 18-36 RUNWAY REHABILITATION
(DESIGN AND BIDDING SERVICES)

ELEMENT 1. PROJECT FORMULATION

Labor Subtotal	\$6,579.90
Subconsultant Subtotal	\$4,300.00
Direct Expenses	\$565.94
TOTAL (Rounded to the nearest \$10)	\$11,450.00

ELEMENT 2. SURVEY WORK

Labor Subtotal	\$1,738.72
Subconsultant Subtotal	\$11,000.00
Direct Expenses	\$0.00
TOTAL (Rounded to the nearest \$10)	\$12,740.00

ELEMENT 3. GEOTECHNICAL INVESTIGATION

Labor Subtotal	\$1,124.86
Subconsultant Subtotal	\$9,940.00
Direct Expenses	\$0.00
TOTAL (Rounded to the nearest \$10)	\$11,060.00

ELEMENT 4. CONSTRUCTION PLANS

Labor Subtotal	\$42,850.60
Subconsultant Subtotal	\$45,447.00
Direct Expenses	\$0.00
TOTAL (Rounded to the nearest \$10)	\$88,300.00

ELEMENT 5. CONTRACT DOCUMENTS

Labor Subtotal	\$11,003.00
Subconsultant Subtotal	\$0.00
Direct Expenses	\$0.00
TOTAL (Rounded to the nearest \$10)	\$11,000.00

ELEMENT 6. ENGINEER'S ESTIMATE/REPORT

Labor Subtotal	\$5,773.59
Subconsultant Subtotal	\$0.00
Direct Expenses	\$0.00
TOTAL (Rounded to the nearest \$10)	\$5,770.00

ELEMENT 7. DBE PLAN

Not in this Scope of Work

ELEMENT 8. COORDINATION, REVIEW AND COMMENTS

Labor Subtotal	\$11,586.99
Subconsultant Subtotal	\$0.00
Direct Expenses	\$1,520.00
TOTAL (Rounded to the nearest \$10)	\$13,110.00

ELEMENT 9. BIDDING PHASE SERVICES

Labor Subtotal	\$9,450.10
Subconsultant Subtotal	\$1,836.00
Direct Expenses	\$2,344-77
TOTAL (Rounded up to the nearest \$10)	\$13,750.00

COST SUMMARY TOTAL \$167,180.00

ELEMENT 1. PROJECT FORMULATION	Hourly Breakdown								Total Man Hours	Labor Cost
	Principal	Sr. Project Manager	Project Manager	Sr. Engineer	Engineer	Designer	Technican	Admin Assistant		
	\$ 98.00	\$ 83.00	\$ 66.00	\$ 77.00	\$ 69.00	\$ 51.00	\$ 48.00	\$ 38.00		
Coordination with Owner and GDOT to Establish Design Criteria and Project Scope, Prepare Contracts and Subcontracts		2						2	4	\$ 242.00
Site Visit and Meetings (1 Design Site Visit)		8							8	\$ 664.00
Submit CSPP to GDOT/FAA		1		2		2		2	7	\$ 415.00
Submit 7460 to GDOT/FAA (Work/Equipment for staging area, RW, TW)		2		2		2	5		11	\$ 662.00
Environmental Written Re-evaluation	<i>(Subconsultant Shown Below)</i>								0	\$ -
DIRECT LABOR TOTAL	0	13	0	4	0	4	5	4	30	\$ 1,983.00
DIRECT LABOR TIMES OVERHEAD RATE OF (201.65%)										\$ 3,998.72
TOTAL LABOR PLUS OVERHEAD										\$ 5,981.72
PROFIT (10%)										\$ 598.18
SUBCONSULTANT EXPENSES									\$ 6,579.90	
CATEX (SES)										\$ 4,300.00
SUBCONSULTANT TOTAL										\$ 4,300.00
DIRECT EXPENSES										
Lodging (Per Diem)	1	Day	x	\$ 117.00	/ Day					\$ 117.00
Mileage	1	Trips	x	\$ 0.670	/ Mile	x	582	Miles / Trip		\$ 389.94
Meals (Per Diem)	1	Day	x	\$ 59.00	/ Day					\$ 59.00
Printing (Plan Sheets)	0	Sets	x	\$ 150.00	/ Set					\$ -
Printing (Letter Size)	0	Sets	x	\$ 50.00	/ Set					\$ -
Postage	0	Package	x	\$ 50.00	/ Package					\$ -
DIRECT EXPENSES TOTAL										\$ 565.94
TOTAL COST										\$ 11,445.84
									<i>Rounded up to the nearest ten dollars</i>	\$ 11,450.00

ELEMENT 2. SURVEY WORK	Hourly Breakdown								Total Man Hours	Labor Cost
	Principal	Sr. Project Manager	Project Manager	Sr. Engineer	Engineer	Designer	Technican	Admin Assistant		
	\$ 98.00	\$ 83.00	\$ 66.00	\$ 77.00	\$ 69.00	\$ 51.00	\$ 48.00	\$ 38.00		
Review Field Survey		2		2		4			8	\$ 524.00
DIRECT LABOR TOTAL	0	2	0	2	0	4	0	0	8	\$ 524.00
DIRECT LABOR TIMES OVERHEAD RATE OF (201.65%)										\$ 1,056.65
TOTAL LABOR PLUS OVERHEAD										\$ 1,580.65
PROFIT (10%)										\$ 158.07
SUBCONSULTANT EXPENSES										
Land Survey (McLeod Surveying)										\$ 11,000.00
Coordination and Admin. For subconsultant (no hours, percentage)										
SUBCONSULTANT TOTAL	0	0	0	0	0	0	0	0	0	\$ 11,000.00
DIRECT EXPENSES										
Mileage	0	Trips	x	\$ 0.670	/ Mile	x	600	Miles / Trip		\$ -
Meals (Per Diem)	0	Day	x	\$ 59.00	/ Day					\$ -
Printing (Plan Sheets)	0	Sets	x	\$ 150.00	/ Set					\$ -
Printing (Letter Size)	0	Package	x	\$ 50.00	/ Set					\$ -
Postage	0	Package	x	\$ 50.00	/ Set					\$ -
DIRECT EXPENSES TOTAL										\$ -
TOTAL COST										\$ 12,738.72
										Rounded up to the nearest ten dollars
										\$ 12,740.00

ELEMENT 3. GEOTECHNICAL INVESTIGATION	Hourly Breakdown								Total Man Hours	Labor Cost
	Principal	Sr. Project Manager	Project Manager	Sr. Engineer	Engineer	Designer	Technican	Admin Assistant		
	\$ 98.00	\$ 83.00	\$ 66.00	\$ 77.00	\$ 69.00	\$ 51.00	\$ 48.00	\$ 38.00		
Review Existing Geotechnical Report		1		2		2			5	\$ 339.00
DIRECT LABOR TOTAL	0	1	0	2	0	2	0	0	5	\$ 339.00
DIRECT LABOR TIMES OVERHEAD RATE OF (201.65%)										\$ 683.60
TOTAL LABOR PLUS OVERHEAD										\$ 1,022.60
PROFIT (10%)										\$ 102.26
<i>Use below if subconsultant preforms this task and not above</i>										
SUBCONSULTANT EXPENSES										
Geotechnical (Cornerstone Engineering Consultants)										\$ 9,940.00
SUBCONSULTANT TOTAL	0	0	0	0	0	0	0	0	0	\$ 9,940.00
DIRECT EXPENSES:										
Mileage	0	Trips	x	\$ 0.670 / Mile	x	600 Miles / Trip				\$ -
Meals (Per Diem)	0	Day	x	\$ 59.00 / Day						\$ -
Printing (Plan Sheets)	0	Sets	x	\$ 150.00 / Set						\$ -
Postage	0	Package	x	\$ 50.00 / Set						\$ -
Miscellaneous Printing & Shipping	0	Package	x	\$ 48.00 / Set						\$ -
DIRECT EXPENSES TOTAL										\$ -
TOTAL COST										\$ 11,064.86
										Rounded down to the nearest ten dollars
										\$ 11,060.00

ELEMENT 4. CONSTRUCTION PLANS	Hourly Breakdown								Total Man Hours	Labor Cost
	Principal	Sr. Project Manager	Project Manager	Sr. Engineer	Engineer	Designer	Technican	Admin Assistant		
	\$ 98.00	\$ 83.00	\$ 66.00	\$ 77.00	\$ 69.00	\$ 51.00	\$ 48.00	\$ 38.00		
Cover Sheet				2		2			4	\$ 256.00
Summary of Quantities		1		2		2			5	\$ 339.00
General Notes		1		4		2			7	\$ 493.00
Project Layout		1		4		8			13	\$ 799.00
Project Safety & Phasing Plan		2		8		12			22	\$ 1,394.00
Project Safety & Phasing Plan Notes		1		2		4			7	\$ 441.00
Project Safety & Phasing Plan Details		1		2		2			5	\$ 339.00
Geometric Layout and Survey Controls		1		2		4			7	\$ 441.00
Typical Sections and Paving Details		1		4		4			9	\$ 595.00
Demolition Plans		1		4		8			13	\$ 799.00
Staking and Paving Plans		1		4		8			13	\$ 799.00
Grading & Drainage Plans		4		8		16			28	\$ 1,764.00
Profiles		1		6		6			13	\$ 851.00
Drainage Profiles & Details		1		6		12			19	\$ 1,157.00
Marking Plans		1		4		8			13	\$ 799.00
Marking Details		1		2		4			7	\$ 441.00
Cross Sections		1		4		16			21	\$ 1,207.00
Sediment & Erosion Control	<i>(Included in Sub-consultant's Scope and Fee)</i>									
Stormwater Management Design	<i>(Included in Sub-consultant's Scope and Fee)</i>									
Electrical Plans	<i>(Included in Sub-consultant's Scope and Fee)</i>									\$ -
Electrical Details	<i>(Included in Sub-consultant's Scope and Fee)</i>									\$ -
LABOR TOTAL	0	24	0	72	0	124	0	0	206	\$ 12,914.00
DIRECT LABOR TIMES OVERHEAD RATE OF (201.65%)										\$ 26,041.09
TOTAL LABOR PLUS OVERHEAD										\$ 38,955.09
PROFIT (10%)										\$ 3,895.51
SUBCONSULTANT EXPENSES										
Drainage / Erosion Control (Aulick Engineering)									0	\$ 19,965.00
Electrical Design (Key Engineering)									0	\$ 25,482.00
SUBCONSULTANT TOTAL	0								0	\$ 45,447.00
LABOR GRAND TOTAL	0	24	0	72	0	124	0	0	206	

ELEMENT 4. CONSTRUCTION PLANS	Hourly Breakdown								Total Man Hours	Labor Cost
	Principal	Sr. Project Manager	Project Manager	Sr. Engineer	Engineer	Designer	Technican	Admin Assistant		
	\$ 98.00	\$ 83.00	\$ 66.00	\$ 77.00	\$ 69.00	\$ 51.00	\$ 48.00	\$ 38.00		
DIRECT EXPENSES:										
Lodging (Per Diem) - 1 Trip for each milestone submittal (60%, 90%, and 100%)	0	Day	x	\$ 117.00	/ Day					\$ -
Mileage	0	Trips	x	\$ 0.670	/ Mile	x	600	Miles / Trip		\$ -
Meals (Per Diem)	0	Day	x	\$ 59.00	/ Day					\$ -
Printing (2 Plan Sets (22x34) for 60%, 90%, and 100% Submittals)	0	Sets	x	\$ 150.00	/ Set					\$ -
Printing (Letter Size) - Project Manual and Engineer's Report for each milestone included on their respective elements (#5 and #6)	0	Sets	x	\$ 50.00	/ Set					\$ -
Postage (For each milestone submittal to GDOT and Sponsor)	0	Package	x	\$ 50.00	/ Set					\$ -
DIRECT EXPENSES TOTAL										\$ -
TOTAL COST										\$ 88,297.60
<i>Rounded up to the nearest ten dollars</i>										\$ 88,300.00

ELEMENT 5. CONTRACT DOCUMENTS	Hourly Breakdown								Total Man Hours	Labor Cost
	Principal	Sr. Project Manager	Project Manager	Sr. Engineer	Engineer	Designer	Technican	Admin Assistant		
	\$ 98.00	\$ 83.00	\$ 66.00	\$ 77.00	\$ 69.00	\$ 51.00	\$ 48.00	\$ 38.00		
Prepare "Front-End" Documents (Notice, Instructions to Bidders, Bid Forms, Contract Forms, General Provisions, Supplementary Conditions, General Specifications)		8			10			8	26	\$ 1,658.00
Prepare Civil/Sitework Technical Specifications		8			10			8	26	\$ 1,658.00
Prepare Electrical Technical Specifications	<i>(Included in Sub-consultant's Scope and Fee)</i>								0	\$ -
Drainage Design	<i>(Included in Sub-consultant's Scope and Fee)</i>									
Sediment & Erosion Control	<i>(Included in Sub-consultant's Scope and Fee)</i>									
Stormwater Management Design	<i>(Included in Sub-consultant's Scope and Fee)</i>									
LABOR TOTAL	0	16	0	0	20	0	0	16	52	\$ 3,316.00
DIRECT LABOR TIMES OVERHEAD RATE OF (201.65%)										\$ 6,686.72
TOTAL LABOR PLUS OVERHEAD										\$ 10,002.72
PROFIT (10%)										\$ 1,000.28
SUBCONSULTANT EXPENSES										
Coordination and Admin. For subconsultant (no hours, percentage)										\$ -
SUBCONSULTANT TOTAL	0	0	0	0	0	0	0	0	0	\$ -
DIRECT EXPENSES:										
Mileage	0	Trips	x	\$ 0.670	/ Mile	x	600	Miles / Trip		\$ -
Meals (Per Diem)	0	Day	x	\$ 59.00	/ Day					\$ -
Printing (Plan Sheets)	0	Sets	x	\$ 150.00	/ Set					\$ -
Printing (2 Project Manuals for 90%, and 100% Submittals)	0	Sets	x	\$ 50.00	/ Set					\$ -
Postage (Each Milestone)	0	Package	x	\$ 50.00	/ Set					\$ -
DIRECT EXPENSES TOTAL										\$ -
TOTAL COST										\$ 11,003.00
<i>Rounded down to the nearest ten dollars</i>										\$ 11,000.00

ELEMENT 6. ENGINEER'S ESTIMATE/REPORT	Hourly Breakdown								Total Man Hours	Labor Cost
	Principal	Sr. Project Manager	Project Manager	Sr. Engineer	Engineer	Designer	Technican	Admin Assistant		
	\$ 98.00	\$ 83.00	\$ 66.00	\$ 77.00	\$ 69.00	\$ 51.00	\$ 48.00	\$ 38.00		
Prepare Engineer's Construction Cost Estimate		2		4		4	4		14	\$ 870.00
Assemble Engineer's Report		2		4		4	4		14	\$ 870.00
LABOR TOTAL	0	4	0	8	0	8	8	0	28	\$ 1,740.00
DIRECT LABOR TIMES OVERHEAD RATE OF (201.65%)										\$ 3,508.71
TOTAL LABOR PLUS OVERHEAD										\$ 5,248.71
PROFIT (10%)										\$ 524.88
SUBCONSULTANT EXPENSES										
N/A									0	\$ -
SUBCONSULTANT TOTAL	0	0	0	0	0	0	0	0	0	\$ -
DIRECT EXPENSES:										
Mileage	0	Trips	x	\$ 0.670 / Mile		x	600 Miles / Trip			\$ -
Meals (Per Diem)	0	Day	x	\$ 59.00 / Day						\$ -
Printing (Plan Sheets)	0	Sets	x	\$ 150.00 / Set						\$ -
Printing (2 Engineer's Report for 90%, and 100% Submittals)		Sets	x	\$ 50.00 / Set						\$ -
Postage (Each milestone submittal included as part of postage on Element #4)	0	Package	x	\$ 25.00 / Set						\$ -
DIRECT EXPENSES TOTAL										\$ -
TOTAL COST										\$ 5,773.59
										Rounded up to the nearest ten dollars
										\$ 5,770.00

ELEMENT 8. COORDINATION, REVIEW AND COMMENTS	Hourly Breakdown								Total Man Hours	Labor Cost
	Principal	Sr. Project Manager	Project Manager	Sr. Engineer	Engineer	Designer	Technican	Admin Assistant		
	\$ 98.00	\$ 83.00	\$ 66.00	\$ 77.00	\$ 69.00	\$ 51.00	\$ 48.00	\$ 38.00		
General Coordination with Sponsor and GDOT		4							4	\$ 332.00
Internal Quality Review		10		8	8				26	\$ 1,998.00
Print, Assemble and Mail Documents, Specs, Plans, & Cost Estimate to Owner and GDOT (90% and 100%)				2				2	4	\$ 230.00
Address 90% and 100% Review Comments, Including Written Responses		4				2	4	2	12	\$ 702.00
Revise, Print, and Seal Final Version of Bidding Documents, Specs, Plans & Cost Estimate				2				2	4	\$ 230.00
LABOR TOTAL	0	18	0	12	8	2	4	6	50	\$ 3,492.00
DIRECT LABOR TIMES OVERHEAD RATE OF (201.65%)										\$ 7,041.62
TOTAL LABOR PLUS OVERHEAD										\$ 10,533.62
PROFIT (10%)										\$ 1,053.37
SUBCONSULTANT EXPENSES										
N/A									0	\$ -
Coordination and Admin. For subconsultant (no hours, percentage)										\$ -
SUBCONSULTANT TOTAL	0	0	0	0	0	0	0	0	0	\$ -
DIRECT EXPENSES:										
Mileage	1	Trips	x	\$ 0.670 / Mile	x	600 Miles / Trip				\$ 402.00
Meals (Per Diem)	2	Day	x	\$ 59.00 / Day						\$ 118.00
Printing (Plan Sheets)	4	Sets	x	\$ 150.00 / Set						\$ 600.00
Printing (Letter Size)	4	Sets	x	\$ 50.00 / Set						\$ 200.00
Postage	4	Package	x	\$ 50.00 / Set						\$ 200.00
DIRECT EXPENSES TOTAL										\$ 1,520.00
TOTAL COST										\$ 13,106.99
										Rounded up to the nearest ten dollars
										\$ 13,110.00

ELEMENT 9. BIDDING PHASE SERVICES	Hourly Breakdown								Total Man Hours	Labor Cost
	Principal	Sr. Project Manager	Project Manager	Sr. Engineer	Engineer	Designer	Technican	Admin Assistant		
	\$ 98.00	\$ 83.00	\$ 66.00	\$ 77.00	\$ 69.00	\$ 51.00	\$ 48.00	\$ 38.00		
Prepare Advertisement & Submit to Owner for Publication		2						1	3	\$ 204.00
Assemble, Proof, Record, and Mail Final Bidding Documents, Specs & Plans to Owner (2 Sets) and GDOT (1 Set)					2			1	3	\$ 176.00
Prepare for & Conduct Pre-Bid Conference		8						1	9	\$ 702.00
Communicate & Investigate Questions from Prospective Bidders/Vendors (limit of 8 bidders/vendors)		2			2			1	5	\$ 342.00
Prepare Written Addendum and Distribute to Plan Holders		2			2			1	5	\$ 342.00
Prepare for & Attend Bid Opening		8						1	9	\$ 702.00
Review Bids, Contact References, Prepare Certified Bid Tabulation & Scan Bids for Archives (limit of 3 bids)		2			2			2	6	\$ 380.00
LABOR TOTAL	0	24	0	0	8	0	0	8	40	\$ 2,848.00
DIRECT LABOR TIMES OVERHEAD RATE OF (201.65%)										\$ 5,743.00
TOTAL LABOR PLUS OVERHEAD										\$ 8,591.00
PROFIT (10%)										\$ 859.10
SUBCONSULTANT EXPENSES										
Airfield Electrical Bid Phase Services (KEY Engineering)										\$ 1,836.00
SUBCONSULTANT TOTAL	0	0	0	0	0	0	0	0	0	\$ 1,836.00
DIRECT EXPENSES										
Lodging (Per Diem)	2	Day	x	\$ 129.00	/ Day					\$ 258.00
Mileage	2	Trips	x	\$ 0.670	/ Mile	x	582	Miles / Trip		\$ 779.88
Meals (Per Diem)	2	Day	x	\$ 59.00	/ Day					\$ 118.00
Printing (1 Set (22x34) of Bid Drawings)	6	Sets	x	\$ 150.00	/ Set					\$ 900.00
Printing (1 Set of Bid Manuals)	6	Sets	x	\$ 50.00	/ Set					\$ 300.00
Postage	2	Package	x	\$ 50.00	/ Set					\$ 100.00
DIRECT EXPENSES TOTAL										\$ 2,455.88
TOTAL COST										\$ 13,741.98
										Rounded up to the nearest ten dollars
										\$ 13,750.00



Marty McLeod
President

#0739-004

October 18, 2024

Jeff Pike, P.E. | Operations Manager | Holt Consulting Company, LLC.
865.392.5434 (ofc) | 803.603.1574 (cell)
jpike@holtconsultingco.com | www.holtconsultingco.com

Subject: Topographic Survey of approximately 4000 linear feet of existing airport runway
At Montezuma City Airport
Montezuma, GA
Surveying Cost Proposal

Dear Mr. Pike,

As per your request, I am submitting a cost proposal for surveying services required to prepare a Topographic Survey of approximately 4000 linear feet of existing airport runway at Montezuma City Airport in Montezuma, Ga.

Basic Services

Lump Sum \$11,000

Listed below are the expected tasks and a brief outline of the content of each task that are typical required for this type of work:

- **Topographic Survey**
 - Topo area along runway and 20 feet each side of the runway
 - Grid of 25' for topo
 - Create Topographic Survey with 0.25 foot contour intervals
 - Provide Autocad Civil 3D cad file for version requested
 - All work conducted by conventional total station and gps equipment and is based on mean sea level elevations and state plane coordinate system
 - General area shot locations of topographic survey shown on attached drawing

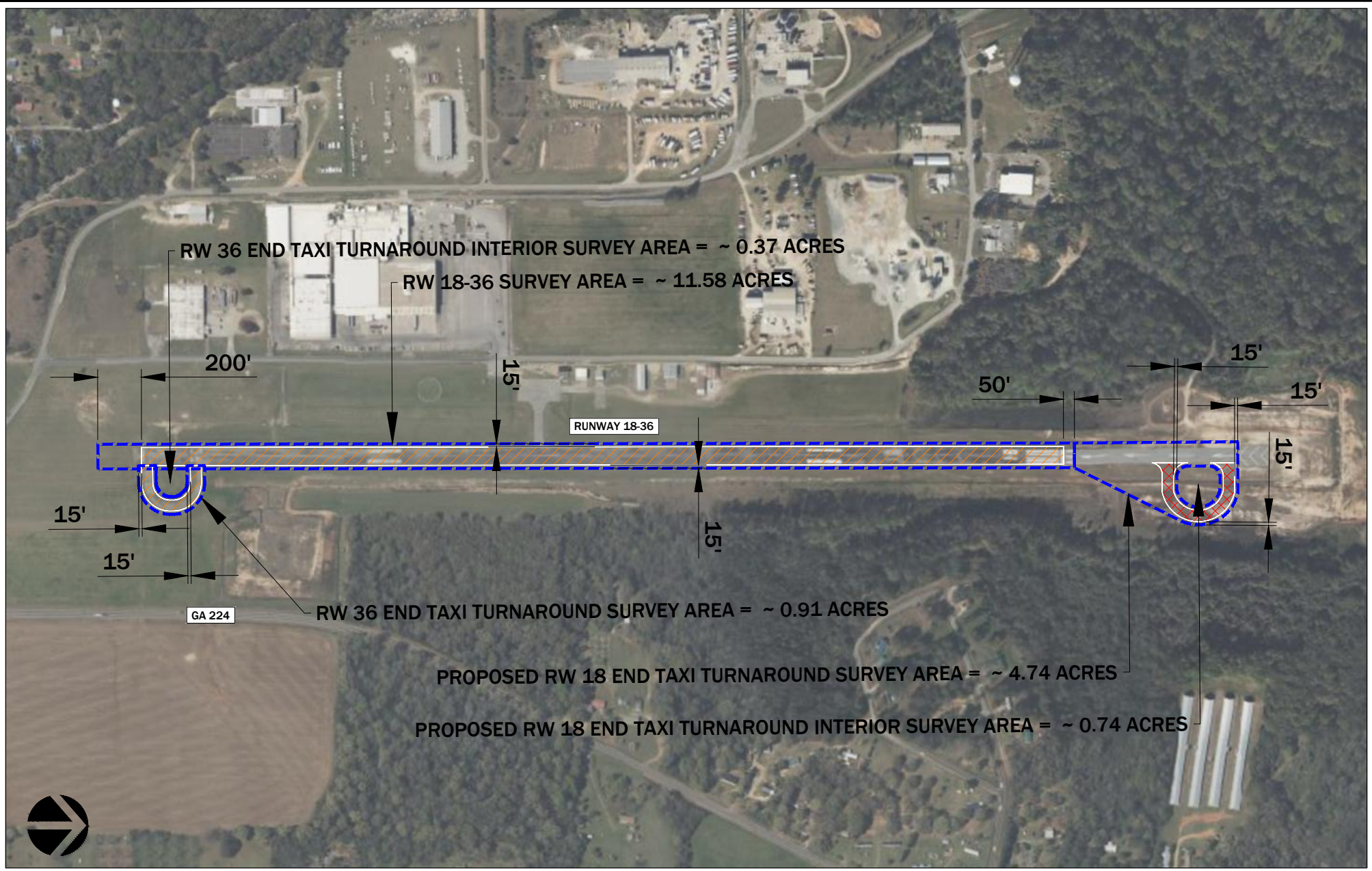
Please call if you have any questions or concerns. Thank you for the opportunity to serve you.

Sincerely,

Marty A. McLeod, R.L.S.
Surveyor/Owner
McLeod Surveying, LLC



C:\HCC\Holt Consulting Company\Aviation - Georgia\53A_Montezuma\GA1301-XX_Runway Rehabilitation\1 Administration\1a Scoping\53A_RW-Relab_Scoping_Ext.dwg Plotted on: Jul 05, 2024 - 11:42am by JeromeNarain



HOLT
 CONSULTING COMPANY, LLC.
 2915 Premiere Parkway, Suite 125
 Duluth, GA 30097
 770.285.8754 • www.holtconsultingco.com

DR. CP SAVAGE SR. AIRPORT (53A)
 MONTEZUMA, GEORGIA

RUNWAY REHABILITATION PROJECT
 REQUEST FOR SURVEYING

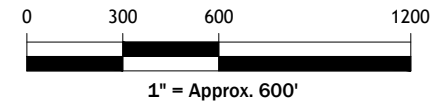


EXHIBIT 1

September 26, 2024 - Revision 1

Mr. Jeff Pike, PE
Holt Consulting Company, LLC
JPike@holtconsultingco.com

Subject: ***Proposal for Geotechnical Subsurface Exploration & Soil Testing
Runway Reconstruction Project
Dr. CP Savage, Sr. Airport
Montezuma, Georgia
Cornerstone Proposal No: P01124013 Revision 1***

Dear Mr. Pike

We initially submitted this proposal to Holt in July 2024. You recently requested that we perform additional work that is outlined in your bullet items immediately below.

- Two borings in the existing jug handle TW
- Two borings in the new construction jug handle area
- 12 borings along the length of the RW
- Provide a design CBR for FAA pavement design
- Recommendation(s) on the rehabilitation (i.e. mill/overlay, mill/crack seal/SST/overlay, etc.).
- Opinion on the possible cost/benefit of FDR. I simply don't think there is budget for full reconstruction.

Our original proposal has been left in black type. The revisions based on the new scope of work are in blue type. We have also provided an updated site plan with proposed boring locations for the new scope.

Cornerstone Engineering Consultants, Inc. (Cornerstone) is pleased to provide this proposal for subsurface exploration, reporting and design consultation for the above referenced project. Our understanding of the project is based on our discussions with you. This proposal outlines our understanding of the project, our proposed scope of work and our fees for providing those services.

Project Information

You provided a site plan showing the planned resurfacing of Runway 18-38 and the existing loop at the south end of the runway. A new loop is also planned off the north end of the runway. We

understand that Runway 18-36 is approximately 5003 feet long and 75 feet wide. We utilized the plan you provided us and sketched proposed blue and red core/boring locations. Please see the Boring Location Plan included with this proposal.

We anticipate that the work can be performed during normal business hours. We plan to contact the Georgia UPC to submit a locate request, and we will coordinate our work with personnel at the site. **If the runway has to be shut down during our work, we anticipate that operation will be performed by airport personnel and have not included those services or extra signage or equipment in this scope of work.**

Proposed Scope of Services

Cornerstone proposes to perform the following services:

- Initially paint the core locations, submit a UPC locate request and review the locations and work schedule with the airport personnel.
- Use a portable coring rig to cut the asphalt at the boring locations and measure the asphalt and base thicknesses.
- Perform soil test borings to a depth of 10 feet at each of the test locations. Obtain samples at the boring locations for a visual evaluation and laboratory testing. Backfill and tamp the boreholes and patch the asphalt at the boring locations with asphalt cold patch or concrete
- Perform laboratory testing to evaluate the subgrade soils.
- Provide a written report with a boring location plan, boring logs and the laboratory test results and our findings. We anticipate that HOLT will perform the formal pavement design for the project, but we will provide preliminary pavement recommendations in our report and be available for consultation, as needed

Compensation & Acceptance

We propose to provide the scope of field, laboratory and reporting services described in this proposal for a **revised** lump sum fee of **\$9,940.00**. If poor subsurface conditions are encountered and/or additional work is in the best interest of the project, we will discuss the work with you and obtain approval for any additional services, prior to proceeding.

If this proposal is acceptable with you, we anticipate that you will issue a PO containing the proposal and using our established master services agreement with HOLT. We sincerely appreciate the opportunity to present this proposal. If you have any questions or wish to discuss the project in detail, please contact us.

Sincerely,
Cornerstone Engineering Consultants, Inc.


J. Kurt Banner, PE
Senior Engineer



Casey R. Joyner, PE
President

Attachments: [Revised](#) Proposed Boring Location Plan

LEGEND

-  MILL/Overlay & Lighting Replacement
-  New Construction

Soil Boring Location Plan Revised



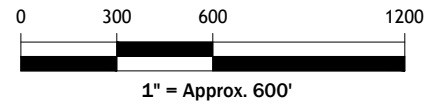
x - core and 10' boring

x - 10' boring or hand auger if not accessible

HOLT
CONSULTING COMPANY, LLC.
2915 Premiere Parkway, Suite 125
Duluth, GA 30097
770.285.8754 • www.holtconsultingco.com

DR. CP SAVAGE SR. AIRPORT (53A)
MONTEZUMA, GEORGIA

RUNWAY REHABILITATION PROJECT
SCOPE



C:\HCC\Holt Consulting Company\Aviation - Georgia\53A_Montezuma\GA1301-XX_Runway Rehabilitation\1 Administration\1a Scoping\53A_RW-Perob_Scoping_Ext.dwg Plotted on: Jul 05, 2024 - 11:18am by JeromeNarin



ULICK ENGINEERING, LLC

DR. C P SAVAGE RR. AIRPORT (53A)
MONTEZUMA, GA

RW REHAB AND NEW TURNAROUND
STORMWATER MANAGEMENT, EROSION CONTROL, AND DRAINAGE DESIGN SERVICES

SCOPE AND FEE PROPOSAL
Prepared for Holt Consulting Company, LLC. - 9/20/2024

SCOPE

The scope of work for the project is to provide stormwater, drainage, and erosion control design services that meet Federal, State, and Local requirements. This project entails rehabilitation of the existing 18-36 runway and taxiway turn-around, as well as a proposed turnaround on the runway 18 end. The majority of the project is mill & overlay but approximately 1 acre of new impervious is proposed at the runway 18 end for the turnaround, per email from Jeff Pike on September 16, 2024. Macon County is not an MS4 Phase I or II community. However, due to previous design practices at the airport and the benefits of water quality, it is recommended to include Stormwater Management (detention) for this project. Deliverables include providing a three-phase ES&PCP plan via PDF (and AutoCAD), stormwater management design via PDF (and AutoCAD), stormwater management report via PDF, and drainage design. The individual tasks included in this scope of work are as detailed below with the associated man-hours.

The Prime Consultant shall provide the following: local permitting coordination, project design files in AutoCAD format, drafting for grading & drainage and stormwater management plan sheets, survey, geotechnical investigation, and environmental support including delineation of any state waters and determination of waters within 200ft of project limits, and any associated environmental permitting. Prime Consultant or the Owner shall pay all plan review fees and costs associated with reproduction and permitting fees.

MANHOURS - STORMWATER MANAGEMENT ANALYSIS & DESIGN

Task	Total Hours	Project Principal Hours	Senior Engineer Hours	Project Engineer Hours	Engineer Hours	Project Admin Hours
<i>General Items</i>		0	6	0	0	1
Discipline Management and Coordination	0	(Included in EC Scope)				
Prepare for and Conduct Site Visit	0	(Included in EC Scope)				
Internal Quality Assurance Reviews	7		6			1
<i>Perform Stormwater Analysis</i>		0	1	4	10	1
1 Stormwater Outfalls Assumed for Analysis						
1 Downstream Analysis Points Assumed for Analysis						
1 BMPs Assumed in Scope						
Conduct Desktop Review and Request Applicable Stormwater Data and/or Previous Studies Related to Project	3		1		1	1
Delineate Existing Stormwater Basins and Outfalls, Calculate Impervious Area, and Time of Travel	0	(Included in EC Scope)				
Delineate Proposed Stormwater Basins and Outfalls, Calculate Impervious Area, and Time of Travel	0	(Included in EC Scope)				
Perform Water Quality Calculations and Design BMPs	0	(Not Applicable; Dry Pond Assumed)				
Update Existing Conditions Stormwater Model from Previous 53A Project	3			1	2	
Create Proposed Conditions Stormwater Model	3			1	2	
Perform Pre-Construction vs. Post-Construction Analysis	3			1	2	
Prepare Stormwater Management Layout Sheets	0	(Not Applicable; Dry Pond Assumed)				
Prepare Stormwater Management Drainage Maps	0	(Included in EC Scope)				
Prepare Stormwater Management Detail Sheets	4			1	3	
Perform 10% Downstream Analysis, Including Reviewing Existing Flooding	0	(Not Applicable)				
Review Outfall or Downstream Improvements, if Required	0	(Not Applicable)				
	0	(Not Applicable)				
	0	(Not Applicable)				
<i>Prepare Stormwater Report, Specifications & Quantities</i>		0	2	2	8	0
Review Stormwater Technical Specifications (Provided by Prime)	0	(Included in Drainage Scope)				
Prepare Stormwater Quantities and Cost Estimate	0	(Included in Drainage Scope)				
Prepare Stormwater Management Report	11		1	2	8	
Sign & Submit Stormwater Management Report for Review	1		1			
Address Comments on Stormwater Management Report & Re-Submit	0	(Not Applicable)				
Sub-Total Manhours - Stormwater Design=	35	0	9	6	18	2



ULICK ENGINEERING, LLC

DR. C P SAVAGE RR. AIRPORT (53A)
MONTEZUMA, GA

RW REHAB AND NEW TURNAROUND
STORMWATER MANAGEMENT, EROSION CONTROL, AND DRAINAGE DESIGN SERVICES

SCOPE AND FEE PROPOSAL
Prepared for Holt Consulting Company, LLC. - 9/20/2024

MANHOURS - DRAINAGE DESIGN						
Task	Total Hours	Project Principal Hours	Senior Engineer Hours	Project Engineer Hours	Engineer Hours	Project Admin Hours
<i>General Items</i>		0	2	0	0	1
Discipline Management and Coordination	0	(Included in EC Scope)				
Prepare for and Conduct Site Visit	0	(Included in EC Scope)				
Internal Quality Assurance Reviews	3		2			1
<i>Perform Drainage Layout & Design</i>		0	0	1	8	0
1 <i>Drainage Networks Assumed</i>						
Review Drainage Area to Each Inlet	1				1	
Create Existing Conditions Model for Inlets, Pipes/Culverts, and Channels	1				1	
Create Proposed Conditions Model for Inlets, Pipes/Culverts, and Channels	1				1	
Size Inlets for Gutter Spread	0	(Not Applicable)				
Design Drainage Pipes and Culverts for Design Storm Capacity	1				1	
Design Drainage Ditches, Including Checking Size and Stability	1				1	
Design Energy Dissipation at Outfalls	1				1	
Develop Pipe Profile and Pipe Data Sheets	1				1	
Design and Draft Drainage Detail Sheets	1				1	
Provide Drainage Data to Prime for Incorporating Into Project Layout Sheets	1			1		
	0					
<i>Prepare Drainage Report, Specifications & Quantities</i>		0	0	2	0	0
Prepare Drainage Report	0	(Included in Stormwater Scope)				
Review Drainage Technical Specifications (Provided by Prime)	1			1		
Prepare Drainage Quantities and Cost Estimate	1			1		
	0					
Sub-Total Manhours - Drainage Design=	14	0	2	3	8	1



ULICK ENGINEERING, LLC

DR. C P SAVAGE RR. AIRPORT (53A)
MONTEZUMA, GA

RW REHAB AND NEW TURNAROUND
STORMWATER MANAGEMENT, EROSION CONTROL, AND DRAINAGE DESIGN SERVICES

SCOPE AND FEE PROPOSAL
Prepared for Holt Consulting Company, LLC. - 9/20/2024

MANHOURS - EROSION CONTROL DESIGN						
Task	Total Hours	Project Principal Hours	Senior Engineer Hours	Project Engineer Hours	Engineer Hours	Project Admin Hours
<i>General Items</i>		0	6	2	8	2
Discipline Management and Coordination	5		2	2		1
Prepare for and Conduct Site Visit	8				8	
Internal Quality Assurance Reviews	5		4			1
<i>Prepare Erosion, Sedimentation, and Pollution Control Plan (ES&PCP)</i>		0	2	15	31	2
1 Outfalls Assumed for EC Analysis						
1 Plan Sheets Assumed for EC Layout						
Calculate Required Sediment Storage and Provided Storage	4			1	3	
Review Soils Data, Stream Buffer Requirements, and 303d Data	2				1	1
Delineate Existing Stormwater Basins and Outfalls, Calculate Impervious Area, and Time of Travel	2				2	
Delineate Proposed Stormwater Basins and Outfalls, Calculate Impervious Area, and Time of Travel	2				2	
Review Wetlands / State Waters Delineations Provided by Prime and Incorporate into ES&PCP	1			1		
Prepare Erosion Control General Notes	3			1	2	
Prepare GaSWCC Checklist	3			1	2	
Prepare Erosion Control Overall Layout Sheet, Including Sampling & Stream Locations	4		1	1	2	
Design and Draft Initial Phase Erosion Control Plan	3			1	2	
Design and Draft Grading Phase Erosion Control Plan	6			2	4	
Design and Draft Final Phase Erosion Control Plan	4			2	2	
Design Sediment Storage Features	7		1	2	4	
Prepare Erosion Control Details	3			1	2	
Prepare Stormwater Management Drainage Maps	6			2	3	1
	0					
<i>Prepare EC Specifications & Quantities / Submit ES&PCP</i>		0	3	1	1	5
Review, Sign, and Seal ES&PCP	2		1			1
Review Erosion Control Technical Specifications (Provided by Prime)	3		1			2
Prepare Erosion Control Quantities and Cost Estimate	2		1		1	
Prepare and Submit Plans to the EPD for Review	3			1		2
Address EPD Comments and Make Revisions	0					(None Anticipated)
	0					

Sub-Total Manhours - Erosion Control Design=	78	0	11	18	40	9
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TOTAL HOURS - STORMWATER, DRAINAGE, EC=	127	0	22	27	66	12
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TOTAL FEE - STORMWATER ANALYSIS & DESIGN	=	\$	5,670.00
TOTAL FEE - DRAINAGE DESIGN	=	\$	2,150.00
TOTAL FEE - EROSION CONTROL DESIGN	=	\$	11,960.00
TOTAL FEE - OTHER DIRECT COSTS	=	\$	185.00
TOTAL FEE - STORMWATER, DRAINAGE, & EC DESIGN	=	\$	19,965.00



ULICK ENGINEERING, LLC

DR. C P SAVAGE RR. AIRPORT (53A)
MONTEZUMA, GA

RW REHAB AND NEW TURNAROUND
STORMWATER MANAGEMENT, EROSION CONTROL, AND DRAINAGE DESIGN SERVICES

OTHER DIRECT COSTS (ODCs)
Prepared for Holt Consulting Company, LLC. - 9/20/2024

ODCs - STORMWATER ANALYSIS & DESIGN

Expenses

									Rate
Mileage - Site Visit		Miles @		trips @	\$	0.670	per mile	\$	-
Mileage - Meetings (X Trips to GDOT/Airport, X Trips to Prime Office)		Miles @		trips @	\$	0.670	per mile	\$	-
Lodging (GSA Rate + 10% Taxes)		Nights @		trips @	\$	105.60	per night	\$	-
Per Diem (GSA Rate - Full Day)		Days @		trips @	\$	61.00	per day	\$	-
Other		@		trips @			each	\$	-
SUB-TOTAL - STORMWATER =									\$ -

ODCs - DRAINAGE

Expenses

									Rate
Mileage - Site Visit		Miles @		trips @	\$	0.670	per mile	\$	-
Mileage - Meetings (X Trips to GDOT/Airport, X Trips to Prime Office)		Miles @		trips @	\$	0.670	per mile	\$	-
Lodging (GSA Rate + 10% Taxes)		Nights @		trips @	\$	105.60	per night	\$	-
Per Diem (GSA Rate - Full Day)		Days @		trips @	\$	61.00	per day	\$	-
Other		@		trips @			each	\$	-
SUB-TOTAL - DRAINAGE =									\$ -

ODCs - EROSION CONTROL

Expenses

									Rate
Mileage - Site Visit	276	Miles @	1	trips @	\$	0.670	per mile	\$	185.00
Mileage - Meetings (X Trips to GDOT/Airport, X Trips to Prime Office)		Miles @		trips @	\$	0.670	per mile	\$	-
Lodging (GSA Rate + 10% Taxes)		Nights @		trips @	\$	105.60	per night	\$	-
Per Diem (GSA Rate - Full Day)		Days @		trips @	\$	61.00	per day	\$	-
Other		@		trips @			each	\$	-
SUB-TOTAL - EROSION CONTROL =									\$ 185.00

TOTAL OTHER DIRECT COSTS =									\$ 185.00
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July 8, 2024

The GDOT Certification of Final Indirect Costs with the indirect cost rate is 81.18% for KEY Engineering Group, Inc. (KEY). For this aviation project KEY will utilize a senior electrical engineer and senior electrical designer. Below is the hourly rate breakdown using the raw hourly rate and the GDOT audited indirect costs rate and 10% profit.

Senior Electrical Engineer: $\$72.50 \times 1.8118 \times 1.10 = \$144.49/\text{Hour}$

Senior Electrical Designer: $\$49 \times 1.8118 \times 1.10 = \$97.66/\text{Hour}$

Engineers • Facilities Engineers • Construction Quality Control

Headquarters: 965 Virginia Ave., Suite 100, Hapeville, GA 30354

Voice: 404.883.2176 Fax: 770.987.3371

Satellite office: 121 Executive Center Drive, Suite 137, Columbia, SC 29210

www.keyengineeringgroup.com



Voice (404) 883 2176
Fax (770) 987 3371
965 Virginia Ave., Suite 100
Hapeville, GA 30354

July 8, 2024

Mr. Jerome O. Narain
Holt Consulting Company, LLC

Re: Runway Rehabilitation
Montezuma Dr. CP Savage, Sr. Airport

Dear Mr. Narain:

In response to your request, we are pleased to provide a scope of services and fees for the above referenced project for your review and approval.

Scope of Services

KEY Engineering Group, Inc. (KEY) understands that our scope of work for the project includes electrical design phase services. KEY shall conduct one site visit to obtain information for the electrical design. KEY shall design medium intensity runway lighting for Runway 18-36 as part of the runway rehabilitation. KEY shall design medium intensity taxiway lighting for the taxiway turnaround at the Runway 36 end. The design shall include a new constant current regulator to serve the runway lighting system. One plan review via telephone is included in the design phase. Holt shall provide the front-end documents, front-end drawings, base sheets drawings, FAA coordination, State coordination and Airport coordination. Any task outside the described Scope of Services shall be negotiated separately.

KEY understands that our scope of work for the project includes bidding phase services. KEY shall attend the pre-bid meeting remotely via telephone/video, respond to electrical bid questions and provide general coordination. Any task outside the described Scope of Services shall be negotiated separately.

Construction phase services are not included in these fees and can be negotiated separately.

Engineers • Facilities Engineers • Construction Quality Control

www.keyengineeringgroup.com



Voice (404) 883 2176
Fax (770) 987 3371
965 Virginia Ave., Suite 100
Hapeville, GA 30354

Fees

KEY proposes a lump sum fee of \$25,482 for design phase services.
KEY proposes a lump sum fee of \$1,836 for bidding phase services.

We thank you for the opportunity to provide a quote for the services specified herein and we look forward to working with you on this project.

Should you have any questions, please do not hesitate to contact me directly at (803) 888-3801.

Sincerely,

Gary H Lott

Gary H Lott, PE
Vice President - Operations

Engineers • Facilities Engineers • Construction Quality Control

www.keyengineeringgroup.com

KEY Engineering Group, Inc.

**Runway Rehabilitation
Montezuma Dr. CP Savage, Sr. Airport**

By: GHL Date: 7-8-24

ELECTRICAL DESIGN PHASE

	SITE VISIT (1)	GENERAL COORDINATION	CONFERNCE CALL PLAN REVIEW (1)	DESIGN (*)	ELECTRICAL SPECS	ENGINEERS COST ESTIMATE	TOTALS
CLASSIFICATION	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS
Principal	0	0	0	0	0	0	0
Senior Electrical Engineer	16	8	4	126	8	4	166
Senior Electrical Designer	0	0	0	8	1	1	10
Senior Project Manager	0	0	0	0	0	0	0
Electrical Designer	0	0	0	0	0	0	0
Technician	0	0	0	0	0	0	0
Technical Assistant	0	0	0	0	0	0	0
Total Hours	16	8	4	134	9	5	176
Task Cost	\$2,312	\$1,156	\$578	\$18,987	\$1,254	\$676	\$24,962
<u>DIRECT COSTS</u>							
Travel	\$310	\$0	\$0	\$0	\$0	\$0	\$310
Lodging	\$150	\$0	\$0	\$0	\$0	\$0	\$150
Per Diem	\$60	\$0	\$0	\$0	\$0	\$0	\$60
Shipping	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$520	NONE	NONE	NONE	NONE	NONE	
		\$0	\$0	\$0	\$0	\$0	
						Subtotal:	\$520

Lump Sum Design Fee	\$25,482
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KEY Scope of Work: (Fee based on one submittal and bid documents.)

Design electrical specifications, quantities, and drawings for the following:

Design the medium intensity runway lights for Runway 18-36. Design constant current regulator for the runway lighting system.

Design the medium intensity taxiway lights for the taxiway turnaround at the Runway 36 end.

Work NOT included in these fees:

Any work not specifically listed shall be considered out of scope work and shall be negotiated separately.

(*) See page 2 for the estimated manhour breakdown table

**Runway Rehabilitation
Montezuma Dr. CP Savage, Sr. Airport**

By: GHL Date: 7-8-24

BIDDING PHASE

	PRE-BID CONF *	TELEPHONE PRE-BID CONF (0)	REVIEW BID TAB (0)	RESPOND TO QUESTIONS	GENERAL COORDINATION	TOTALS
CLASSIFICATION	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS
Principal	0	0	0	0	0	0
Sr Electrical Engineer	2	0	0	4	4	10
Sr Electrical Designer	0	0	0	2	2	4
Sr Project Manager	0	0	0	0	0	0
Electrical Engineer	0	0	0	0	0	0
cad Technician	0	0	0	0	0	0
		NONE	NONE			
Total Hours	2	0	0	6	6	14
Total Cost	\$289	\$0	\$0	\$773	\$773	\$1,836
DIRECT COSTS						
Travel	\$0	0	\$0	\$0	\$0	\$0
Lodging	\$0	0	\$0	\$0	\$0	\$0
Per Diem	\$0	\$0	\$0	\$0	\$0	\$0
Reprod.&Shipping	\$0	\$0	\$0	\$0	\$0	\$0
	NONE	NONE	NONE	NONE	NONE	
Totals	\$0	\$0	\$0	\$0	\$0	\$0

Lump Sum Bidding Fee:	\$1,836
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KEY Scope of Work: Responding to electrical bid questions and general electrical coordination.

* Attend the pre-bid conference remotely via telephone/video.

**Runway Rehabilitation
Montezuma Dr. CP Savage, Sr. Airport**

**ESTIMATED MANHOUR BREAKDOWN
FOR ELECTRICAL DESIGN**

ESTIMATED DESIGN TASK	EST DWGS	PRINCIPAL	SENIOR ENGINEER	SENIOR DESIGNER	SENIOR PROJECT MGR	DESIGNER	TECHNICIAN	TECHNICAL ASSISTANT	TASK TOTAL
Lighting General Notes Plan	1	0	4	0	0	0	0	0	4
Runway & Taxiway Lighting Demolition Plan	4	0	16	0	0	0	0	0	16
Runway & Taxiway Lighting Layout Plan	4	0	64	0	0	0	0	0	64
Airfield Lighting Vault Equipment Plan (Runway Constant Current Regulator)	1	0	16	0	0	0	0	0	16
Runway Edge Light Detail Plan	1	0	2	0	0	0	0	0	2
Runway Threshold Light Detail Plan	1	0	2	0	0	0	0	0	2
Taxiway Edge Light Detail Plan	1	0	2	0	0	0	0	0	2
Sign Detail Plan	1	0	4	0	0	0	0	0	4
Trenching and Miscellaneous Details	2	0	4	0	0	0	0	0	4
Calculations	---	0	4	0	0	0	0	0	4
Quality Control Plan Review	---	0	8	8	0	0	0	0	16
TOTALS	16	0	126	8	0	0	0	0	134



SES Environmental Resource Solutions LLC

10 July 2024

Mr. Jerome Narain
Holt Consulting Company
2915 Premiere Parkway, Suite 125
Duluth, Georgia 30097

**RE: Montezuma City Airport Rehabilitation (53A)
Macon County, Georgia
Proposal/Contract for Services
ERS Proposal No. P250100**

Dear Mr. Narain:

SES Environmental Resource Solutions LLC is pleased to provide you with this proposal/contract to assess the environmental impact of the Rehabilitation project at the Montezuma City DR CP Savage Sr Airport (53A) in Montezuma, Georgia. We understand that we will be responsible for completing a Documented Categorical Exclusion (CATEX) on either the Georgia Department of Transportation (GDOT) or Federal Aviation Administration (FAA) CATEX form.

We look forward to working with you on this project. Please feel free to contact me with any questions.

Sincerely,

SES ENVIRONMENTAL RESOURCE SOLUTIONS LLC

A handwritten signature in cursive script that reads "Danielle Floyd".

Danielle Floyd
Project Manager

Attachment: Proposal/Contract for Services
General Terms and Conditions

DF/P250100_Montezuma Rehab

PROPOSAL/CONTRACT
Prepared for:
Mr. Jerome Narain
Holt Consulting Company
2915 Premiere Parkway, Suite 125
Duluth, Georgia 30097
10 July 2024

RE: Montezuma City Airport Rehabilitation (53A)
Macon County, Georgia
Proposal/Contract for Services
ERS Proposal No. P250100

Scope of Services

Task 1 – Preparation of a CATEX for the Rehabilitation Project. SES Environmental Resource Solutions LLC (ERS) will determine if the project includes any extraordinary circumstances as described in FAA Order 1050.1F, 5-2. Extraordinary circumstances include, but are not limited to, potential impacts to federally- or state-listed species, cultural/historic resources, or jurisdictional wetlands. Following completion of all impact analyses, ERS will prepare and submit a CATEX document for the airport, Holt, and GDOT/FAA to review and comment. ERS will be available to address any comments on the CATEX document by interested parties.

Project Fee (Fixed Fee)\$4,300.00

Task: 1	Manpower	Hrs. Qty.	Rate	Sum
Task 1a:	Project manager (PM) travel and field work	8	\$115.00	\$920.00
Task 1b:	Professional Technician/Staff Scientist	7	\$110.00	\$770.00
Task 1c:	CAD & Graphics creation	2	\$115.00	\$230.00
Task 1d:	PM Database due diligence and review	12	\$115.00	\$1,380.00
Task 1e:	PM Report writing and agency responses	6	\$115.00	\$690.00
Task 1f:	Program Manager review and finalization	1	\$175.00	\$175.00
Task 1g:	Material costs - mileage and field supplies			\$135.00
			Total:	\$4,300.00

Meetings/Consultation. Any requested meetings or consultation that are beyond the scope of services as described above will be invoiced on a time and materials basis at standard hourly rates.

If this proposal, which incorporates the attached General Terms and Conditions by reference, meets with your approval, please sign below and return a copy to our office as your authorization to proceed. We look forward to working with you.

TERMS ACCEPTED:

For: _____

For: SES Environmental Resource Solutions LLC

Date: _____

Date: 10 July 2024

By: _____

By: 

(Signature)

(Signature)

(Printed/Typed)

Jonathan Summerfield

(Printed/Typed)

DF/P250100_Montezuma Rehab

RESOLUTION BY THE CITY OF MONTEZUMA TO OPT OUT OF THE HOMESTEAD EXEMPTION PURSUANT TO O.C.G.A. § 48-5-44.2

WHEREAS, Georgia Code O.C.G.A. § 48-5-44.2, effective January 1, 2025, creates a statewide homestead exemption from ad valorem taxes levied by, for, or on behalf of the state or any county, consolidated government, municipality, or local school district in this state; and

WHEREAS, more specifically, O.C.G.A. § 48-5-44.2(i) authorizes the governing authority of any county, consolidated government, municipality, or school district to opt out of the homestead exemption otherwise granted with respect to such political subdivision through certain procedures and the adoption of a resolution by March 1, 2025; and

WHEREAS, The City of Montezuma desires to opt out of the homestead exemption otherwise granted; and

WHEREAS, The City of Montezuma has complied with the required procedures pursuant to O.C.G.A. § 48-5-44.2(i), including but not limited to, holding at least three public meetings on the intent to opt out and placing the required advertisement in a newspaper of general circulation and on its website as required.

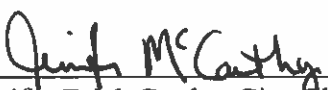
NOW, THEREFORE, BE IT RESOLVED that the City of Montezuma hereby **opts out** of the homestead exemption otherwise granted by O.C.G.A. § 48-5-44.2.

BE IT FURTHER RESOLVED, that this Resolution shall become effective upon its approval by the City of Montezuma.

BE IT FURTHER RESOLVED, that the Montezuma City Clerk is hereby directed to provide a certified copy of this Resolution to the Georgia Secretary of State no later than March 1, 2025.

PASSED AND RESOLVED this 11th day of February, 2025.

By: 
Mayor Nealie L. Johnson

ATTEST: 
Jennifer F. McCarthy, City Clerk/Administrator