

<b><u>Executed Maintenance Agreements</u></b>
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(updated 2018)
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Meridian
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Legacy Business Park
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Hwy 53 Commercial (Autozone)
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Quicktrip
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316 Professional Quarter
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Epps Bridge Centre
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Resurgance Park
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Bogart Place
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Watkinsville First Baptist
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Epps Bridge Storage
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Presbyterian Village (executed 2017- not yet constructed)
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Jimmy Daniel Professional Offices (executed 2017- not yet constructed)
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**PURCHASE ORDER**

This PO covers  
Jan - June 2018

**BILL TO:**

OCONEE COUNTY FINANCE  
ATTN:ACCOUNTS PAYABLE  
P O BOX 1527  
WATKINSVILLE GA 30677  
PHONE: (706) 769-2944

**PURCHASE ORDER NO:** 105831  
This PO number must appear on all packages  
and correspondence

Page 4 of 5

**VENDOR:**

0235  
HOUSEMAN SERVICES, INC.  
P O BOX 1744  
WATKINSVILLE GA 30677

**SHIP TO:**

OCONEE COUNTY OPERATIONS  
ATTN: ARTIE KERNS  
1291 GREENSBORO HIGHWAY  
WATKINSVILLE GA 30677  
(706) 769-3916

**Notes to Vendor:** ALL SHIPMENTS ARE TO BE F.O.B. DESTINATION, FREIGHT PREPAID UNLESS OTHERWISE STATED. SALES TAX IS NOT APPLICABLE ON GOODS OR SERVICES PURCHASED AND SHIPPED TO OCONEE COUNTY. PAYMENT TERMS: NET 30. DIRECT INQUIRIES TO KAREN BARNETT, (706) 769-2944; FAX: (706) 310-3574 OR VIA EMAIL: KBARNETT@OCONEE.GA.US

Order Date: 07/01/2017 Date Required: 07/01/2017 Ship Via:

Quantity	U/M	Catalog No.	Description	Unit Price	Total
			Houseman Services, Inc.		
			7.2. Notice of Award		
			7.3. Notice to Proceed		
			7.4. General Terms & Conditions		
			7.5. Property Schedule:		
			→ Oconee County Courthouse and Old Jail, 23 North Main Street, Watkinsville, GA Elections Office, 10 Court Street, Watkinsville, GA Ward Building, 3 North 3rd Street, Watkinsville, GA Eagle Tavern, 26 North Main Street, Watkinsville, GA		
			→ Oconee County Government Annex, 1291 Greensboro Highway, Watkinsville, GA Health Department, 1060 Experiment Station Road, Watkinsville, GA Oconee County Library, 1080 Experiment Station Road, Watkinsville, GA		
			→ Oconee County Jail Campus, 1140 Experiment Station Road, Watkinsville, GA Oconee County Civic Center, 2261 Hog Mountain Road, Watkinsville, GA William Daniell House, 1070 Founders Grove, Watkinsville, GA		
			7.6. Any modifications or Amendments/Emails, including Change Orders, duly delivered after execution of Agreement.		

Sub Total	15,750.00
Sales Tax	0.00
<b>Order Total</b>	<b>15,750.00</b>

Requested By: M POE

Approved for Payment: \_\_\_\_\_

Copy of purchase orders for contractor hired by Operations + Facilities Dept. for grounds maintenance. This includes routine maintenance of ponds located at Courthouse, Government Annex, and Jail.

**PURCHASE ORDER**

This PO covers  
July - Dec. 2018  
DUPLICATE

**BILL TO:**

OCONEE COUNTY FINANCE  
ATTN:ACCOUNTS PAYABLE  
P O BOX 1527  
WATKINSVILLE GA 30677  
PHONE: (706) 769-2944 FAX: (706) 310-3574

**PURCHASE ORDER NO: 106256**  
This PO number must appear on all packages  
and correspondence

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**VENDOR: 0235**

HOUSEMAN SERVICES, INC.  
P O BOX 1744  
WATKINSVILLE GA 30677

**SHIP TO:**

OCONEE COUNTY OPERATIONS  
ATTN: ARTIE KERNS  
1291 GREENSBORO HIGHWAY  
WATKINSVILLE GA 30677  
(706) 769-3916

**Notes to Vendor:** ALL SHIPMENTS ARE TO BE F.O.B. DESTINATION, FREIGHT PREPAID UNLESS OTHERWISE STATED. SALES TAX IS NOT APPLICABLE ON GOODS OR SERVICES PURCHASED AND SHIPPED TO OCONEE COUNTY. PAYMENT TERMS: NET 30. DIRECT INQUIRIES TO KAREN BARNETT, (706) 769-2944; FAX: (706) 310-3574 OR VIA EMAIL: KBARNETT@OCONEE.GA.US

Order Date: 07/02/2018 Date Required: 07/02/2018 Ship Via:

Quantity	U/M	Catalog No.	Description	Unit Price	Total
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AND ACCEPTED \$15,750.00, TO BE PAID IN 12 EQUAL MONTHLY INSTALLMENTS. HOURLY RATE FOR SERVICES OR ANY OTHER SERVICES UPON REQUEST SHALL BE \$35.00/HOUR. THE PERCENTAGE OVER COST FOR FURNISHING GOODS SHALL BE 20%. SEE PAGE 18 OF 22, #3 IN ATTACHED RFP DOCUMENTS FOR DESCRIPTION OF GOODS AND SERVICES.

7. THE AGREEMENT DOCUMENTS BETWEEN OCONEE COUNTY AND HOUSEMAN SERVICES, INC. ARE PART OF THIS PURCHASE ORDER AND CONSIST OF THE FOLLOWING:

7.1. Exhibits to this Agreement include the following: Request for Proposal, Instructions to Bidders, Signed Bid Response Form from Houseman Services, Inc..

7.2. Notice of Award

7.3. Notice to Proceed

7.4. General Terms & Conditions

7.5. Property Schedule:

- Oconee County Courthouse and Old Jail, 23 North Main Street, Watkinsville, GA
- Elections Office, 10 Court Street, Watkinsville, GA
- Ward Building, 3 North 3rd Street, Watkinsville, GA
- Eagle Tavern, 26 North Main Street, Watkinsville, GA
- Oconee County Government Annex, 1291 Greensboro Highway, Watkinsville, GA
- Health Department, 1060 Experiment Station Road, Watkinsville, GA
- Oconee County Library, 1080 Experiment Station Road, Watkinsville, GA
- Oconee County Jail Campus, 1140 Experiment Station Road,

**Amy Morrison**

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**From:** Tony Lathrup  
**Sent:** Tuesday, January 30, 2018 10:13 AM  
**To:** Amy Morrison  
**Subject:** RE: pond maintenance

Amy-  
Ruppert Landscape, Inc. is contracted to take care of all general ground services at Oconee Veterans Park and are paid monthly with Purchase Order # 105901 while U.S. Lawns is the contractor responsible for Herman C. Michael Park paid monthly with Purchase Order # 105914. As a part of their routine responsibilities each contractor is responsible for regular grounds maintenance at the perimeter of each pond at these respective locations.  
I hope this information may suffice for your report.  
Thank you-

Tony Lathrup  
Parks Manager  
Oconee County Parks & Recreation  
[tlathrup@oconee.ga.us](mailto:tlathrup@oconee.ga.us)  
706-769-3965 FAX 706-310-3518  
[www.oconeecounty.com](http://www.oconeecounty.com)



Information from Parks + Recreation Dept. for the ponds they are responsible for : Veterans Park + Herman C. Michael Park.

The P.O.'s referenced above cover Jan-June 2018

## Amy Morrison

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**Subject:** FW: pond maintenance  
**Attachments:** OVP 2-6-19.pdf

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**From:** Tony Lathrup  
**Sent:** Friday, February 08, 2019 5:36 PM  
**To:** Amy Morrison  
**Subject:** RE: pond maintenance

Amy-  
Ruppert's is now contracted to manage non-athletic fields general grounds at all our parks which include maintenance to ponds.  
The Purchase Order number for this contract for FY '19 is 106373.

*This P.O. covers  
July - Dec. 2018*



**Tony Lathrup** | Parks Manager  
Oconee County Parks & Recreation Department  
706.769.3965 | [www.oconeecounty.com/ocprd](http://www.oconeecounty.com/ocprd)  
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