



Administrative Services Committee Meeting Commission Chamber - 5/30/2017

ATTENDANCE:

Present: Hons. Hardie Davis, Jr., Mayor; M. Williams, Chairman; Jefferson, Vice Chairman; Davis and D. Williams, members.

ADMINISTRATIVE SERVICES

1. Approve the replacement of one Ford F-350, Dual Rear Wheel (DRW), truck for Engineering Maintenance from Fleet Capital Outlay for 2017. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Mr. M. Williams votes No. Motion Passes 3-1.	Commissioner Mary Davis	Commissioner Andrew Jefferson	Passes

2. Approve award for replacement of the roof on Friedman Branch Library to the lowest compliant bidder, Roofing Professionals, Inc. of Grovetown, GA, in the amount of \$162,900, bid item 17-168. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Andrew Jefferson	Commissioner Mary Davis	Passes

3. Discuss JG Long email dated 4-15-2017. (Requested by Commissioner Wayne Guilfoyle) **Item Action:**
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to table this item until we can get clear understanding of which route to take. Mr. Jefferson votes No. Motion Passes 3-1.	Commissioner Dennis Williams	Commissioner Mary Davis	Passes

4. Motion to approve the expansion of the Laney Walker Enterprise Zone.

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Andrew Jefferson	Commissioner Mary Davis	Passes

5. Motion to approve the minutes of the Administrative Services Committee held on May 9, 2017.

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Andrew Jefferson	Commissioner Mary Davis	Passes

6. Approve extending the lease with the US Navy for the Naval Reserve Center on Central Avenue through June 2018. Lease payments are \$1 per year, Augusta has no financial or maintenance obligations under this lease.

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Motion to approve.	Commissioner	Commissioner	

Approve	Motion Passes 4-0.	Andrew Jefferson	Mary Davis	Passes
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7. Discuss creating a policy/process requiring all contracts be presented to the commission for approval before being executed. **(Requested by Commissioner Ben Hasan) (Referred from May 9 Administrative Services Committee)** **Item Action: Approved**

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Delete	Motion to delete this item from the agenda. Motion Passes 4-0.	Commissioner Andrew Jefferson	Commissioner Mary Davis	Passes

8. Consider a request to display historical documents within a county facility. **Item Action: Approved**

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Andrew Jefferson	Commissioner Mary Davis	Passes

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**Administrative Services Committee Meeting
5/30/2017 1:20 PM
Attendance 5/30/17**

Department:

Presenter:

Caption:

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

**Funds are Available
in the Following
Accounts:**

REVIEWED AND APPROVED BY:

AUGUSTA RICHMOND COUNTY Equipment Disposition Form

Asset #	994488	Bumper #	XXX	101041260 Engineering-Maintenance	RO #	174943
Year	2001	Make	Ford	Model	F-350	
Type	Truck, P/U			Miles/Hours	192,925	

General Description of Repairs Needed

1 Code 5 Repairs: Replace engine assembly, fuel filters and pump an drain fuel tank. Disposal of contaminated fuel. Operator put gas in a vehicle that takes diesel fuel and drove to shop.

2

3

Approved 3 hours for fuel removal and 400 sublet

4

Type of Estimate

Cost Detail

		Parts	Labor	Sublet	Total
NCC - 4	Accident - Fleet	\$ -	\$ -	\$ -	\$ -
NCC - 5	Operator Abuse	\$ 9,090.35	\$ 68.37	\$ 400.00	\$ 9,558.72
NCC - 6	Vandalism	\$ -	\$ -	\$ -	\$ -
NCC - 7	FM Directed	\$ -	\$ -	\$ -	\$ -
NCC - 9	Capital Improve.	\$ -	\$ -	\$ -	\$ -
NCC - D	Pursuit Damage	\$ -	\$ -	\$ -	\$ -
NCC - G	Emergencies	\$ -	\$ -	\$ -	\$ -
NCC - L	Operational Loss	\$ -	\$ -	\$ -	\$ -
NCC - M	Accident - Risk	\$ -	\$ -	\$ -	\$ -
	Contract Repairs	\$ -	\$ -	\$ -	\$ -
	Disposal Recommended	\$ -	\$ -	\$ -	\$ -
	Continuation Approval	\$ -	\$ -	\$ -	\$ -
	2nd Continuation Approval	\$ -	\$ -	\$ -	\$ -
	3rd Continuation Approval	\$ -	\$ -	\$ -	\$ -
Total Cost					\$9,558.72

Unit can CANNOT be driven/operated

Unit presently located at TOBACCO ROAD

Prepared & Submitted by TH/JS FVS Approval MB Date 05-Jul-16

County Fleet Manager Response

	Returned for Information	Date	
RGC	Disposal Approval	Date	03-Aug-16
	Disapproved	Date	
	Contract Repair Approval	Date	
RGC	Non-Contract Approval	Date	03-Aug-16
	Continuation Approval	Date	
	2nd Continuation Approval	Date	
	3rd Continuation Approval	Date	

Authorization # 20161648DISPOSAL Charge Code 5/DISPOSAL

Approval Signature RGC Date 03-Aug-16

REVISED 06/03/2016

FRM-OP-204A.Rev1 Augusta Non-Contract

Cover

WO #	174943
Asset #	994488
Bumper #	XXX
Mileage	192,925
Dept	101041260 Engineering-Maintenance

Year 2001

Make	Ford
1	1
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100	100

Model F-350

Type Truck, P/U

	Qty	Part Number	Part Description	Unit Price	Total Price	Description of Work	NCC CODE	Labor Hours	Labor Subtotal
Code 5 Repairs: Replace engine assembly, fuel filters and pumpn an drain	1		Engine assembly 7.3 liter	\$ 8,600.00	8,600.00	R&R engine assembly	5	-	\$ -
	1		Fuel filter	\$ 10.75	10.75			-	\$ -
	1		Fuel pump (frame mounted)	\$ 450.00	450.00			-	\$ -
	16		15W40 Engine oil	\$ 1.85	29.60			-	\$ -
				\$ -	-	Drain fuel tank/flush lines		3.00	\$ 68.37
				\$ -	-			-	\$ -
0				\$ -	-			-	\$ -
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Approved 3 hours for fuel removal and 400 sublet				\$ -	-			-	\$ -
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				\$ -	-			-	\$ -
Total Materials					9,090.35		Total Labor Hours	3.00	3.00
							Labor Rate	\$ 22.79	\$ 68.37
							Total Labor Cost	\$	\$ 68.37

CODE	Outside Vendor Work	Amount
5	Safety Clean- Fuel disposal	\$ 400.00
		\$ -
		\$ -
		\$ 400.00

Total Materials Cost	\$	9,090.35
Total Labor Cost	\$	68.37
Outside Vendor Cost	\$	400.00
Total Amount	\$	9,558.72

FOR ALL DEPARTMENTS-11,000 GVW TRUCK-BIDS OPENING 6/17/16 @ 11:00

BID 16-190	Allan Vigil Ford	Fairway Ford	Gerald Jones Ford	Ben Mynatt Chevrolet
Year	2017	2017	2017	NON COMPLIANT BID
Brand	Ford	Ford	Ford	
Model	F350	F350	F350	
Delivery Date	75-100 Days	90-120 Days	120 Days	
5.10 Price - CC-4x2-DRW	\$34,952.00	\$36,643.00	\$36,222.00	
5.14 HD Tow Package	n/a	0.00	0.00	
5.15 HD Suspension Package	120.00	148.00	115.00	
5.18 Trailer Tow Mirrors, Manual	0.00	0.00	0.00	
5.24 Black Platform Running Boards	345.00	345.00	341.00	
5.31 Power Equipment Group	1,040.00	1,035.00	1,035.00	
5.32 Tailgate Step	350.00	345.00	345.00	
5.35 Three Keys	60.00	0.00	49.00	
6.00 OUTFITTER'S SPECIALTY ITEMS				
6.01 Fire Extinguisher	55.00	60.00	50.00	
6.03 Bed Liner	355.00	349.00	349.00	
6.04 Electric Brake Controller	250.00	249.00	125.00	
6.18 Single Spotlight	375.00	230.00	365.00	
6.20 Toolbox-Aluminum	1,250.00	259.00	259.00	
6.21 Class IV Trailer Hitch	100.00	290.00	200.00	
6.22 Trailer Wiring	100.00	25.00	25.00	
6.25 Pintle Hook-Dual Purpose	225.00	175.00	140.00	
6.29 Spot Mirrors	0.00	0.00	0.00	
6.32 Window Tint-CC	315.00	175.00	145.00	
7.00 ALERT WARNING SYSTEMS				
7.01 Backup Alarm	80.00	40.00	40.00	
7.03 Cab Mount LED Flashing Light	450.00	377.40	410.00	
TOTAL	\$40,422.00	\$40,745.40	\$40,215.00	

FOR ALL DEPARTMENTS-11,000 GVW TRUCK-BIDS OPENING 6/17/16 @ 11:00

BID 16-190	Allan Vigil Ford	Fairway Ford	Gerald Jones Ford	Ben Mynatt Chevrolet
Year	2017	2017	2017	NON
Brand	Ford	Ford	Ford	COMPLIANT
Model	F350	F350	F350	BID
Delivery Date	75-100 Days	90-120 Days	120 Days	
5.10 Price - CC-4x2-DRW	\$34,952.00	\$36,643.00	\$36,222.00	
5.14 HD Tow Package	n/a	0.00	0.00	
5.15 HD Suspension Package	120.00	148.00	115.00	
5.18 Trailer Tow Mirrors, Manual	0.00	0.00	0.00	
5.24 Black Platform Running Boards	345.00	345.00	341.00	
5.31 Power Equipment Group	1,040.00	1,035.00	1,035.00	
5.32 Tailgate Step	350.00	345.00	345.00	
5.35 Three Keys	60.00	0.00	49.00	
6.00 OUTFITTER'S SPECIALTY ITEMS				
6.01 Fire Extinguisher	55.00	60.00	50.00	
6.03 Bed Liner	355.00	349.00	349.00	
6.04 Electric Brake Controller	250.00	249.00	125.00	
6.18 Single Spotlight	375.00	230.00	365.00	
6.20 Toolbox-Aluminum	1,250.00	259.00	259.00	
6.21 Class IV Trailer Hitch	100.00	290.00	200.00	
6.22 Trailer Wiring	100.00	25.00	25.00	
6.25 Pintle Hook-Dual Purpose	225.00	175.00	140.00	
6.29 Spot Mirrors	0.00	0.00	0.00	
6.32 Window Tint-CC	315.00	175.00	145.00	
7.00 ALERT WARNING SYSTEMS				
7.01 Backup Alarm	80.00	40.00	40.00	
7.03 Cab Mount LED Flashing Light	450.00	377.40	410.00	
TOTAL	\$40,422.00	\$40,745.40	\$40,215.00	

AUGUSTA RICHMOND COUNTY Equipment Disposition Form

Company ARC	
Asset # 994487	Bumper # 581044320 Stormwater Utility
RO # 180962	
Year 2001	Make Ford
	Model F350
Type Crewcab	Miles/Hours 220,024

General Description of Repairs Needed

- | | |
|---|---|
| 1 | Code L: Engine oil cooler is leaking, oil leaking at high pressure oil pump and oil lines. Also heavy diesel fuel contamination in cooling system. Will need engine replaced. |
| 2 | |
| 3 | |
| 4 | |

Type of Estimate

Cost Detail

	Parts	Labor	Sublet	Total
NCC - 4 Accident - Fleet	\$ -	\$ -	\$ -	\$ -
NCC - 5 Operator Abuse	\$ -	\$ -	\$ -	\$ -
NCC - 6 Vandalism	\$ -	\$ -	\$ -	\$ -
NCC - 7 FM Directed	\$ -	\$ -	\$ -	\$ -
NCC - 9 Capital Improve.	\$ -	\$ -	\$ -	\$ -
NCC - D Pursuit Damage	\$ -	\$ -	\$ -	\$ -
NCC - G Emergencies	\$ -	\$ -	\$ -	\$ -
NCC - L Operational Loss	\$ 7,185.00	\$ 695.10	\$ 250.00	\$ 8,130.10
NCC - M Accident - Risk	\$ -	\$ -	\$ -	\$ -
Contract Repairs	\$ -	\$ -	\$ -	\$ -
Disposal Recommended	\$ -	\$ -	\$ -	\$ -
Continuation Approval	\$ -	\$ -	\$ -	\$ -
2nd Continuation Approval	\$ -	\$ -	\$ -	\$ -
3rd Continuation Approval	\$ -	\$ -	\$ -	\$ -
Total Cost				\$8,130.10

Unit can **CANNOT** be driven/operated

Unit presently located at **TOBACCO ROAD**

Prepared & Submitted by **VA/EG** FVS Approval **MB** Date **15-May-17**

County Fleet Manager Response

☐	Returned for Information	Date	
☐	RGC Disposal Approval	Date	17-May-17
☐	Disapproved	Date	
☐	Contract Repair Approval	Date	
☐	Non-Contract Approval	Date	
☐	Continuation Approval	Date	
☐	2nd Continuation Approval	Date	
☐	3rd Continuation Approval	Date	

Authorization # **DISPOSAL** Charge Code **Disposal**

Approval Signature **RGC** Date **17-May-17**

WO #	180962
Asset #	994487
Bumper #	0
Mileage	220,024
Dept	581044320 Stormwater Utility

Year	2001
Make	Ford
Model	F350
Company	ARC
Type	Crewcab

[illegible]

CODE	Outside Vendor Work	Amount
L	Recover seats	\$ 250.00
	Tot	\$ 250.00

Total Materials Cost	\$	7,185.00
Total Labor Cost	\$	695.10
Outside Vendor Cost	\$	250.00
Total Amount	\$	8,130.10

Date	Estimate
5/15/2017	

Revised 1/19/17

Invitation To Bid

Sealed bids will be received at this office until Friday, June 17, 2016 @ 11:00 a.m. for furnishing:

Bid Item #16-188 9,500 GVW Series Pickup Trucks for Augusta Fleet Department
Bid Item #16-190 11,000 GVW Series Pickup Trucks for Augusta Fleet Department

Bids will be received by Augusta, GA Commission hereinafter referred to as the OWNER at the offices of:

Gerri A. Sams, Director
Augusta Procurement Department
535 Telfair Street - Room 605
Augusta, Georgia 30901

Bid documents may be viewed on the Augusta, Georgia web site under the Procurement Department **ARCbid**. Bid documents may be obtained at the office of the Augusta, GA Procurement Department, 535 Telfair Street – Room 605, Augusta, GA 30901. Documents may be examined during regular business hours at the offices of Augusta, GA Procurement Department.

All questions must be submitted in writing by fax to 706 821-2811 or by email to procbidandcontract@augustaga.gov to the office of the Procurement Department by Friday, June 3, 2016 @ 5:00 P.M. No bid will be accepted by fax, all must be received by mail or hand delivered.

No bids may be withdrawn for a period of sixty (60) days after bids have been opened, pending the execution of contract with the successful bidder.

Invitation for bids and specifications. An invitation for bids shall be issued by the Procurement Office and shall include specifications prepared in accordance with Article 4 (Product Specifications), and all contractual terms and conditions, applicable to the procurement. **All specific requirements contained in the invitation to bid including, but not limited to, the number of copies needed, the timing of the submission, the required financial data, and any other requirements designated by the Procurement Department are considered material conditions of the bid which are not waiveable or modifiable by the Procurement Director.** All requests to waive or modify any such material condition shall be submitted through the Procurement Director to the appropriate committee of the Augusta, Georgia Commission for approval by the Augusta, Georgia Commission. Please mark BID number on the outside of the envelope.

Bidders are cautioned that acquisition of BID documents through any source other than the office of the Procurement Department is not advisable. Acquisition of BID documents from unauthorized sources placed the bidder at the risk of receiving incomplete or inaccurate information upon which to base his qualifications.

Correspondence must be submitted via mail, fax or email as follows:

Augusta Procurement Department
Attn: Gerri A. Sams, Director of Procurement
535 Telfair Street, Room 605
Augusta, GA 30901
Fax: 706-821-2811 or Email: procbidandcontract@augustaga.gov

No bid will be accepted by fax, all must be received by mail or hand delivered.

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle May 12, 19, 26, June 2, 2016
Metro Courier May 18, 2016



Bid #16-190
11,000 GVW Series Pickup Trucks
for Augusta, Georgia - Fleet Management
Bid Opening Date: Friday, June 17, 2016 at 11:00 a.m.

Total Number Specifications Mailed Out: 21
 Total Number Specifications Download (Demandstar):
 Total Electronic Notifications (Demandstar):
 Mandatory Pre-Bid/Telephone Conference: NOT APPLICABLE
 Total packages submitted: 4
 Total Noncompliant: 1

Vendors	Gerald Jones Ford 3480 Wrightsboro Rd Augusta, GA 30909	Allan Vigil Ford 6790 Mt. Zion Blvd Morrow, GA 30260	Fairway of Augusta 4333 Washingtgn Rd Evans, GA 30809	Ben Mynatt Chevrolet 281 Concord Pkwy S Concord, NC 28027
Attachment B	YES	YES	YES	YES
E-Verify Number	933751	94460	689647	NO
SAVE Form	YES	YES	YES	YES
5.00 11,000 GVW Series Truck Vehicle and Options Required				
5.01 Fullsize Truck, Rg Cab 2 wheel drive	\$31,513.00	\$30,253.00	\$32,039.00	Non-Compliant
5.02 Fullsize Truck, Rg Cab 4 wheel drive	\$32,850.00	\$31,626.00	\$25,176.00	
5.03 Fullsize Truck, Reg Cab 2 wheel drive	\$34,221.00	\$32,935.00	\$31,805.00	
5.04 Fullsize Truck, Reg Cab 4 wheel drive	\$35,553.00	\$34,194.00	\$35,505.00	
5.05 Fullsize Truck, Ext Cab 2 wheel drive, 4 doors	\$33,837.00	\$32,632.00	\$31,637.00	
5.06 Fullsize Truck, Ext Cab 4 wheels door, 4 doors	\$35,169.00	\$33,896.00	\$35,137.00	
5.07 Fullsize Truck, Ext Cab	\$36,544.00	\$35,199.00	\$35,238.00	
5.08 Fullsize Truck, Ext Cab	\$39,030.00	\$36,439.00	\$38,530.00	
5.09 Fullsize Truck, Crew Cab	\$34,990.00	\$33,688.00	\$32,543.00	
5.10 Fullsize Truck, Crew Cab, 4 drs	\$36,222.00	\$34,952.00	\$36,643.00	
5.11 Fullsize Truck, Crew Cab, 4 drs	\$37,697.00	\$36,280.00	\$35,144.00	
5.12 Fullsize Truck, Crew Cab, 4 drs	\$39,030.00	\$37,594.00	\$39,140.00	
5.13 Gasoline Engine, min 6.2L	N/C	-\$7,606.00	-\$7,650.00	
5.14 Heavy Duty Tow	STANDARD	N/A	STANDARD	
5.15 Heavy Duty Tow Package	\$115.00	\$120.00	\$148.00	
5.16 Rear Seat deleted	\$100.00	N/A	N/A	
5.17 Pickup box deleted	-\$63.00	-\$249.00	-\$300.00	
5.18 Trailer Tow Mirrors, manual adj	N/C	STANDARD	STANDARD	
5.19 Trailer tow mirrors, man adj pwr	\$257.00	INCLUDED	N/A	
5.20 Roof Clearance Lights	\$73.00	\$85.00	\$73.00	



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Vendors	Gerald Jones Ford 3480 Wrightsboro Rd Augusta, GA 30909	Allan Vigil Ford 6790 Mt. Zion Blvd Morrow, GA 30260	Fairway of Augusta 4333 Washingotn Rd Evans, GA 30809	Ben Mynatt Chevrolet 281 Concord Pkwy S Concord, NC 28027
5.21 Speed Control/tilt steering	\$216.00	\$220.00	\$216.00	
5.22 Skid Plate Package	\$92.00	\$95.00	\$92.00	
5.23 Power Take-Off Provision	\$257.00	\$265.00	\$257.00	
5.24 Black Platform running boards	\$341.00	\$345.00	\$295.00 / \$345.00	
5.25 Electric windows and locks	\$1,035.00	INCLUDED	\$841.00 / \$1035.00	
5.26 5th wheel gooseneck hitch pkg	\$341.00	\$345.00	\$341.00	
5.27 Splash guards/mud flaps	\$119.00	\$120.00	\$119.00	
5.28 3.73 Electronic locking axle rat	\$359.00	N/A	INCLUDED	
5.29 AM/FM stereo/single CD	\$358.00	\$1,025.00	\$589.00	
5.30 Camper Suspension	\$148.00	\$150.00	\$148.00	
5.31 Power Equipment Group	\$1,035.00	\$1,040.00	\$841.00 / \$1035.00	
5.32 Tailgate step	\$345.00	\$350.00	\$345.00	
5.33 17" 6-spoke cast alum wheels	\$552.00	\$555.00	\$552.00	
5.34 XL appearance group	\$1,085.00	\$700.00	\$203.00	
5.35 All vehicle keys w/three steel	\$49.00	\$60.00	INCLUDED	
5.36 Upfitter switches	\$152.00	\$155.00	\$152.00	
5.37 CNG System	\$11,493.00	\$13,850.00	\$9527.00 / CNG \$289.00	
6.00 Outfitter's Speciality Items				
6.01 Fire Extinguisher	\$50.00	\$55.00	\$60.00	
6.02 Outlet receptacle	\$50.00	\$55.00	\$96.00	
6.03 Bedliner	\$349.00	\$355.00	\$349.00	
6.04 Electric brake control	\$125.00	\$250.00	\$249.00	
6.05 Service Body	\$4,995.00	\$5,967.00	\$4,895.00	
6.06 Serv Body Bumper/ball hitch	\$5,525.00	\$6,010.00	\$5,600.00	
6.07 Crane Body	\$8,800.00	\$8,440.00	\$8,950.00	
6.08 Service Crane	\$9,400.00	\$15,665.00	\$8,820.00	
6.09 J-Hook railing	\$190.00	\$590.00	\$160.00	
6.10 PANEL TOP	\$3,950.00	\$6,120.00	\$3,700.00	
6.11 Panel top	\$4,150.00	\$6,450.00	\$3,900.00	



Bid #16-190
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for Augusta, Georgia - Fleet Management
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 Total Noncompliant: 1

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6.12 Service Body	\$400.00	\$490.00	\$355.00	
6.13 Service, DRW	\$390.00	\$568.00	\$455.00	
6.14 Service Body, SRW	\$300.00	\$555.00	\$285.00	
6.15 Service body Bumper	\$390.00	\$615.00	\$377.00	
6.16 flatbed body	\$3,600.00	\$4,800.00	\$3,500.00	
6.17 tool box	\$500.00	\$325.00	\$450.00	
6.18 Spotlight	\$365.00	\$375.00	\$230.00	
6.19 Spotlights	\$730.00	\$750.00	\$460.00	
6.20 Toolbox	\$259.00	\$1,250.00	\$259.00	
6.21 Trailer Hitch	\$200.00	\$100.00	\$290.00	
6.22 Trailer wiring	\$25.00	\$100.00	\$25.00	
6.23 Trailer Ball	\$15.00	\$25.00	\$15.00	
6.24 Pintle hook	\$120.00	\$150.00	\$150.00	
6.25 Pintle hook	\$140.00	\$225.00	\$175.00	
6.26 Tommy Gate Lift	\$2,395.00	\$2,210.00	\$2,395.00	
6.27 Pipe Vise	\$290.00	\$325.00	\$290.00	
6.28 Backrack cab protector	\$850.00	\$750.00	\$795.00	
6.29 Spot mirrors	NO CHARGE	N/A	STANDARD	
6.30 Window Tint	\$100.00	\$175.00	\$75.00	
6.31 Window Tint,	\$125.00	\$255.00	\$175.00	
6.32 Window tint crew cab	\$145.00	\$315.00	\$175.00	
7.00 Alert Warning Systems				
7.01 Backup alarm	\$40.00	\$80.00	\$40.00	
7.02 Magnetic LED light	\$270.00	\$300.00	\$316.20	
7.03 Cab Mount Light	\$410.00	\$450.00	\$377.40	
7.03 Traffic advisor light bar	\$1,110.00	\$1,275.00	\$1,067.60	
2017 11,000 GVW PICKUP TRUCK:				
Year	2017	2017	2017	
Make	FORD	FORD	FORD	
Model	F350	F350	F350	



Bid #16-190
11,000 GVW Series Pickup Trucks
for Augusta, Georgia - Fleet Management
Bid Opening Date: Friday, June 17, 2016 at 11:00 a.m.

Total Number Specifications Mailed Out: 21
Total Number Specifications Download (Demandstar):
Total Electronic Notifications (Demandstar):
Mandatory Pre-Bid/Telephone Conference: NOT APPLICABLE
Total packages submitted: 4
Total Noncompliant: 1

Vendors	Gerald Jones Ford 3480 Wrightsboro Rd Augusta, GA 30909	Allan Vigil Ford 6790 Mt. Zion Blvd Morrow, GA 30260	Fairway of Augusta 4333 Washingotn Rd Evans, GA 30809	Ben Mynatt Chevolet 281 Concord Pkwy S Concord, NC 28027
Approximate Delivery Date	120 Days	75-100 Days	90-120 Days	



FINANCE DEPARTMENT

Donna B. Williams, CGFM
Director

Ron Crowden
Fleet Manager

MEMORANDUM

TO: MS. GERI SAMS

FROM: RON CROWDEN

SUBJECT: BID AWARD REQUEST-BID 16-190

DATE: JUNE 24, 2016

Fleet Management would like to request the award for the attached compilation sheets for bid 16-190, 11,000 GVW pickup trucks, which opened on June 17, 2016, be offered as follows:

Sheet 1 – Request award to Gerald Jones Ford as the lowest bidder.

Sheet 2 – Request award offer to Gerald Jones Ford through the Local Vendor Preference Option. The local bidder, Gerald Jones Ford, though not the lowest bidder, is within the 10% price requirement therefore is eligible for the Local Vendor Preference option and also met all bid specifications required by Augusta.

Other compilations may be forwarded at a later date depending on the various departments vehicle requirements.

Please let us know when the vendor paperwork is completed on this award request so that we may move forward with the purchase process accordingly.

If you have any questions or concerns, please contact me.

Best Personal Regards,

A handwritten signature in cursive script, appearing to read "Ron Crowden".

Ron Crowden
Fleet Manager

2016 11,000 GVW PICKUP TRUCK

FOR ALL DEPARTMENTS-11,000 GVW TRUCK-BIDS OPENING 6/17/16 @ 11:00

BID 16-190	Allan Vigil Ford	Fairway Ford	Gerald Jones Ford	Ben Mynatt Chevrolet
Year	2017	2017	2017	NON
Brand	Ford	Ford	Ford	COMPLIANT
Model	F350	F350	F350	BID
Delivery Date	75-100 Days	90-120 Days	120 Days	
5.01 Price -RC-4x2-SRW	\$30,253.00	\$32,039.00	\$31,513.00	
5.02 Price - RC-4x2-DRW	\$31,626.00	\$25,176.00	\$32,850.00	
5.03 Price - RC-4x4-SRW	\$32,935.00	\$31,805.00	\$34,221.00	
5.04 Price - RC-4x4-DRW	\$34,194.00	\$35,505.00	\$35,553.00	
5.05 Price - EC-4x2-SRW	\$32,632.00	\$31,637.00	\$33,837.00	
5.06 Price - EC-4x2-DRW	\$33,896.00	\$35,137.00	\$35,169.00	
5.07 Price - EC-4x4-SRW	\$35,199.00	\$35,238.00	\$36,544.00	
5.08 Price - EC-4x4-DRW	\$36,439.00	\$38,530.00	\$39,030.00	
5.09 Price - CC-4x2-SRW	\$33,688.00	\$32,543.00	\$34,990.00	
5.10 Price - CC-4x2-DRW	\$34,952.00	\$36,643.00	\$36,222.00	
5.11 Price - CC-4x4-SRW	\$36,280.00	\$35,144.00	\$37,697.00	
5.12 Price - CC-4x4-DRW	\$37,594.00	\$39,140.00	\$39,030.00	
5.13 6.2L Gasoline Engine	-\$7,606.00	-\$7,650.00	n/c	
5.14 HD Tow Package	n/a	0.00	0.00	
5.15 HD Suspension Package	120.00	148.00	115.00	
5.16 Rear Seat Deleted	n/a	n/a	100.00	
5.17 Pickup Box Deleted	-249.00	-300.00	-63.00	
5.18 Trailer Tow Mirrors, Manual	0.00	0.00	0.00	
5.19 Trailer Tow Mirrors, Heated	See 5.31	See 5.31	257.00	
5.20 Roof Clearance Lights	85.00	73.00	73.00	
5.21 Speed Control/Tilt Steering	220.00	216.00	216.00	
5.22 Skid Plate Package	95.00	92.00	92.00	
5.23 PTO for Transmission	265.00	257.00	257.00	
5.24 Black Platform Running Boards	345.00	345.00	341.00	
5.25 Electric Windows & Door Locks	1,035.00	1,035.00	1,035.00	
5.26 5th Wheel Gooseneck Hitch Prep Pkg	345.00	341.00	341.00	
5.27 Splash Guards/Mud Flaps	120.00	119.00	119.00	
5.28 3.73 Electronic Locking Axle Ratio	0.00	0.00	359.00	
5.29 AM/FM Stereo/Single CD with SYNC Basic	1,025.00	589.00	358.00	
5.30 Camper Suspension Pkg	150.00	148.00	148.00	
5.31 Power Equipment Group	1,040.00	1,035.00	1,035.00	
5.32 Tailgate Step	350.00	345.00	345.00	
5.33 17" 6-Spoke Aluminum Cast Wheels (SRW)	555.00	552.00	552.00	
5.34 XL Appearance Group	700.00	203.00	1,085.00	
5.35 Three Keys	60.00	0.00	49.00	
5.36 Upfitter Switches	155.00	152.00	152.00	
5.37 CNG Package	13,850.00	9,816.00	11,493.00	
6.00 OUTFITTER'S SPECIALTY ITEMS				
6.01 Fire Extinguisher	55.00	60.00	50.00	
6.02 Three Plug Outlet Receptacle	55.00	96.00	50.00	
6.03 Bed Liner	355.00	349.00	349.00	
6.04 Electric Brake Controller	250.00	249.00	125.00	
6.05 8' Service Body-SRW	5,967.00	4,895.00	4,995.00	
6.06 8' Service Body-DRW	6,010.00	5,600.00	5,525.00	
6.07 Crane Service Body	8,440.00	8,950.00	8,800.00	
6.08 Service Crane	15,665.00	8,820.00	9,400.00	
6.09 J Hooks and Railing	590.00	160.00	190.00	
6.10 Panel Top-60"	6,120.00	3,700.00	3,950.00	
6.11 Panel Top-72"	6,450.00	3,900.00	4,150.00	
6.12 Service Body Bumper-SRW-Ball	490.00	355.00	400.00	
6.13 Service Body Bumper-DRW-Ball	568.00	455.00	390.00	
6.14 Service Body Bumper-SRW-Pintle	555.00	285.00	300.00	
6.15 Service Body Bumper-DRW-Pintle	615.00	377.00	390.00	
6.16 Flatbed Body	4,800.00	3,500.00	3,600.00	
6.17 Tool Boxes-Underbody	325.00	450.00	500.00	
6.18 Single Spotlight	375.00	230.00	365.00	
6.19 Dual Spotlights	750.00	460.00	730.00	
6.20 Toolbox-Aluminum	1,250.00	259.00	259.00	
6.21 Class IV Trailer Hitch	100.00	290.00	200.00	
6.23 Trailer Ball	25.00	15.00	15.00	
6.24 Pintle Hook-Single	150.00	150.00	120.00	
6.25 Pintle Hook-Dual Purpose	225.00	175.00	140.00	
6.26 Tommy Gate Lift	2,210.00	2,395.00	2,395.00	
6.27 Pipe Vise-Rigid Model 40195	325.00	290.00	290.00	
6.28 Backrack Cab Protector/Siderails	750.00	795.00	850.00	
6.29 Spot Mirrors	0.00	0.00	0.00	
6.30 Window Tint-RC	175.00	75.00	100.00	
6.31 Window Tint-EC	255.00	175.00	125.00	
6.32 Window Tint-CC	315.00	175.00	145.00	
7.00 ALERT WARNING SYSTEMS				
7.01 Backup Alarm	80.00	40.00	40.00	
7.02 Magnetic LED Cab Light	300.00	316.00	270.00	
7.03 Cab Mount LED Flashing Light	450.00	377.40	410.00	
7.05 Traffic Advisor-Dual	1,275.00	1,067.00	1,110.00	
TOTAL	\$40,317.00	\$40,720.40	\$40,190.00	

2016 10,000 GVW PICKUP TRUCK

FOR ALL DEPARTMENTS-11,000 GVW TRUCK-BIDS OPENING 6/17/16 @ 11:00

BID 16-190	Allan Vigil Ford	Fairway Ford	Gerald Jones Ford	Ben Mynatt Chevrolet		Allan Vigil Ford	Fairway Ford	Gerald Jones Ford
Year	2017	2017	2017	2017	NON COMPLIANT BID			
Brand	Ford	Ford	Ford	Ford				
Model	F350	F350	F350	F350				
Delivery Date	75-100 Days	90-120 Days	120 Days					
5.01 Price -RC-4x2-SRW	\$30,253.00	\$32,039.00	\$31,513.00					
5.02 Price - RC-4x2-DRW	\$31,626.00	\$25,176.00	\$32,850.00					
5.03 Price - RC-4x4-SRW	\$32,935.00	\$31,805.00	\$34,221.00					
5.04 Price - RC-4x4-DRW	\$34,194.00	\$35,505.00	\$35,553.00					
5.05 Price - EC-4x2-SRW	\$32,632.00	\$31,637.00	\$33,837.00					
5.06 Price - EC-4x2-DRW	\$33,896.00	\$35,137.00	\$35,169.00		5.06	\$33,896.00	\$35,137.00	\$35,169.00
5.07 Price - EC-4x4-SRW	\$35,199.00	\$35,238.00	\$36,544.00					
5.08 Price - EC-4x4-DRW	\$36,439.00	\$38,530.00	\$39,030.00					
5.09 Price - CC-4x2-SRW	\$33,088.00	\$32,543.00	\$34,990.00					
5.10 Price - CC-4x2-DRW	\$34,952.00	\$36,643.00	\$36,222.00					
5.11 Price - CC-4x4-SRW	\$36,280.00	\$35,144.00	\$37,697.00					
5.12 Price - CC-4x4-DRW	\$37,594.00	\$39,140.00	\$39,030.00					
5.13 6.2L Gasoline Engine	-\$7,606.00	-\$7,650.00	n/c					
5.14 HD Tow Package	n/a	0.00	0.00		5.14	n/a	0.00	0.00
5.15 HD Suspension Package	120.00	148.00	115.00		5.15	120.00	148.00	115.00
5.16 Rear Seat Deleted	n/a	n/a	100.00					
5.17 Pickup Box Deleted	-249.00	-300.00	-63.00		5.17	-249.00	-300.00	-63.00
5.18 Trailer Tow Mirrors, Manual	0.00	0.00	0.00		5.18	0.00	0.00	0.00
5.19 Trailer Tow Mirrors, Heated	See 5.31	See 5.31	257.00					
5.20 Roof Clearance Lights	85.00	73.00	73.00					
5.21 Speed Control/Tilt Steering	220.00	216.00	216.00					
5.22 Skid Plate Package	95.00	92.00	92.00					
5.23 PTO for Transmission	265.00	257.00	257.00					
5.24 Black Platform Running Boards	345.00	345.00	341.00					
5.25 Electric Windows & Door Locks	1,035.00	1,035.00	1,035.00		5.25	1,035.00	1,035.00	1,035.00
5.26 5th Wheel Gooseneck Hitch Prep Pkg	345.00	341.00	341.00		5.26	345.00	341.00	341.00
5.27 Splash Guards/Mud Flaps	120.00	119.00	119.00					
5.28 3.73 Electronic Locking Axle Ratio	0.00	0.00	359.00					
5.29 AM/FM Stereo/Single CD with SYNC Basic	1,025.00	589.00	358.00					
5.30 Camper Suspension Pkg	150.00	148.00	148.00					
5.31 Power Equipment Group	1,040.00	1,035.00	1,035.00					
5.32 Tailgate Step	350.00	345.00	345.00					
5.33 17" 6-Spoke Aluminum Cast Wheels (SRW)	555.00	552.00	552.00					
5.34 XL Appearance Group	700.00	203.00	1,085.00					
5.35 Three Keys	60.00	0.00	49.00		5.35	60.00	0.00	49.00
5.36 Upfitter Switches	155.00	152.00	152.00					
5.37 CNG Package	13,850.00	9,816.00	11,493.00					
6.00 OUTFITTER'S SPECIALTY ITEMS								
6.01 Fire Extinguisher	55.00	60.00	50.00		6.01	55.00	60.00	50.00
6.02 Three Plug Outlet Receptacle	55.00	96.00	50.00					
6.03 Bed Liner	355.00	349.00	349.00					
6.04 Electric Brake Controller	250.00	249.00	125.00		6.04	250.00	249.00	125.00
6.05 8' Service Body-SRW	5,967.00	4,895.00	4,995.00					
6.06 8' Service Body-DRW	6,010.00	5,600.00	5,525.00		6.06	6,010.00	5,600.00	5,525.00
6.07 Crane Service Body	8,440.00	8,950.00	8,800.00					
6.08 Service Crane	15,665.00	8,820.00	9,400.00					
6.09 J Hooks and Railing	590.00	160.00	190.00					
6.10 Panel Top-60"	6,120.00	3,700.00	3,950.00					
6.11 Panel Top-72"	6,450.00	3,900.00	4,150.00					
6.12 Service Body Bumper-SRW-Ball	490.00	355.00	400.00					
6.13 Service Body Bumper-DRW-Ball	568.00	455.00	390.00					
6.14 Service Body Bumper-SRW-Pintle	555.00	285.00	300.00					
6.15 Service Body Bumper-DRW-Pintle	615.00	377.00	390.00		6.15	615.00	377.00	390.00
6.16 Flatbed Body	4,800.00	3,500.00	3,600.00					
6.17 Tool Boxes-Underbody	325.00	450.00	500.00					
6.18 Single Spotlight	375.00	230.00	365.00		6.18	375.00	230.00	365.00
6.19 Dual Spotlights	750.00	480.00	730.00					
6.20 Toolbox-Aluminum	1,250.00	259.00	259.00					
6.21 Class IV Trailer Hitch	100.00	290.00	200.00		6.21	100.00	290.00	200.00
6.23 Trailer Ball	25.00	15.00	15.00					
6.24 Pintle Hook-Single	150.00	150.00	120.00					
6.25 Pintle Hook-Dual Purpose	225.00	175.00	140.00		6.25	225.00	175.00	140.00
6.26 Tommy Gate Lift	2,210.00	2,395.00	2,395.00					
6.27 Pipe Vise-Rigid Model 40195	325.00	290.00	290.00		6.27	325.00	290.00	290.00
6.28 Backrack cab protector/Siderails	750.00	795.00	850.00					
6.29 Spot Mirrors	0.00	0.00	0.00		6.29	0.00	0.00	0.00
6.30 Window Tint-RC	175.00	75.00	100.00					
6.31 Window Tint-EC	255.00	175.00	125.00		6.31	255.00	175.00	125.00
6.32 Window Tint-CC	315.00	175.00	145.00					
7.00 ALERT WARNING SYSTEMS								
7.01 Backup Alarm	80.00	40.00	40.00		7.01	80.00	40.00	40.00
7.02 Magnetic LED Cab Light	300.00	316.00	270.00					
7.03 Cab Mount LED Flashing Light	450.00	377.40	410.00		7.03	450.00	377.40	410.00
7.05 Traffic Advisor-Dual	1,275.00	1,067.00	1,110.00					
TOTAL	\$43,947.00	\$44,224.40	\$44,306.00					

NOTE: Gerald Jones Ford has the opportunity to match the non-local vendor's price through the LVP Program.

User: Mills, Phyllis

Organization: City of Augusta, GA (Augusta Commission)

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)

Bid Number ITB-16-190-0-2016/nw

Bid Name 11,000 GVW Series Pickup Trucks

1 Document(s) found for this bid

2 Planholder(s) found.

[Add Planholder](#)

Supplier Name 	Phone	Fax	Doc Count	Attributes	Programs	Actions
Dana Safety Supply Operating as Southern Public Safety Equipment & Southern Firearms	3368545536	3368543884	1	1. Small Business		Documents
Dobbs Ford, Inc						Documents

Page 1 of 1

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MACOLM CUNNINGHAM CHEVROLET
ATTN: FLEET MANAGER
2031 GORDON HIGHWAY
AUGUSTA, GA 30909

FIVE STAR C/DODGE/JEEP
ATTN: CLARK LAMBERT
3068 RIVERSIDE DRIVE
MACON, GA 31210

JACKY JONES FORD, INC
ATTN: CLINT LAPRADE
P O BOX 1080 HWY 129S
CLEVELAND, GA 30528

HENNA CHEVROLET
ATTN: JIMMY SCOTT
3625 RICHLAND AVENUE W.
AIKEN, SC 29801

THOMSON CHRYSLER
ATTN: MAC MCALLISTER
2158 WASHINGTON ROAD
THOMSON, GA 30824

LEGACY FORD MERCURY, INC.
ATTN: BENNIE WALDROP
413 INDUSTRIAL BLVD
P.O. BOX 248
MCDONOUGH, GA 30253

FAIRWAY FORD OF AUGUSTA
ATTN: BRIAN STEWART
4333 WASHINGTON ROAD
EVANS, GA 30809

ALLAN VIGIL FORD
ATTN: BOB BURTNER
6790 MT. ZION BLVD.
P.O. BOX 100001
MORROW, GA 30260

BUTLER CHRYSLER DODGE JEEP
1555 SALEM ROAD
BEAUFORT, SC 29902

AKINS FORD CORP
ATTN: FLEET SALES
220 WEST MAY STREET
WINDER, GA 30680

LANGDALE CHEVROLET
1006 W FRANKLIN ST
SYLVESTER GA 31791

WADE FORD GOVERNMENT SALES
ATTN: ROGER MOORE
3860 SOUTH COBB DRIVE
SMYRNA, GA 30080

LOVE CHEVROLET
ATTN: DON WEAVER
P.O. BOX 8387
COLUMBIA, SC 29033

GERALD JONES FORD
ATTN: FLEET SALES
3480 WRIGHTSBORO ROAD
AUGUSTA, GA 30919

CARL BLACK BUICK-GMC
ATTN: ROBERT M. KLEPAK
1110 ROBERTS BLVD
KENNESAW, GA 30144

MILTON MARTIN HONDA
2420 BROWNS BRIDGE RD
GAINESVILLE, GA 30504

BRANNEN MOTOR CO.
ATTN: BOBBY REED
P. O. BOX 746
UNEDILLA, GA 31091

MASTERS OF AUGUSTA – GMC
ATTN: BUICK– FRANK WARD
ATTN: GMC – BERNARD HUGHES
3710 WASHINGTON ROAD
MARTINEZ, GA 30907

BID ITEM 16-190
11,000 GVW SERIES PICKUP TRUCKS
FOR FLEET MANAGEMENT
BID DUE: FRI., JUNE 17, 2016 @ 11:00AM

BID ITEM 16-190
11,000 GVW SERIES PICKUP TRUCKS
FOR FLEET MANAGEMENT
MAILED 12 MAY 2016

RON CROWDEN
FLEET MANAGEMENT

YVONNE GENTRY
LSBOP

RUSSELL SANDERS
FLEET MANAGEMENT



Administrative Services Committee Meeting
5/30/2017 1:20 PM
2017 - Engineering Maintenance F-350

Department:	Central Services Department - Fleet Management Division
Presenter:	Ron Crowden
Caption:	Approve the replacement of one Ford F-350, Dual Rear Wheel (DRW), truck for Engineering Maintenance from Fleet Capital Outlay for 2017.
Background:	In August 2016 an employee of Engineering Department, Engineering Maintenance Division put gasoline in a Ford F-350 (DRW). This truck had a diesel engine. The employee then drove the vehicle from the gas station to the Engineering Maintenance Division at Tobacco Road, causing damage to the engine. A repair estimate is attached for review. The truck, a 2001 Ford F-350, DRW, had 192,925 miles and was 15 years old.
Analysis:	Fleet Management submitted a request for bids through the Procurement Department utilizing the Demand Star electronic bid system which offers nationwide bid coverage. The Procurement Department received quotes back from four vendors (see attached tab sheet) with the following results for bid 16-190: (1)Allan Vigil Ford = \$40,422.00; (2) Fairway Ford = \$40,745.40; (3) Gerald Jones Ford = \$40,215.00 and Ben Mynatt Chevrolet was non-compliant.
Financial Impact:	The Ford F-350, DRW cost is \$40,215.00 from 2017 Capital Outlay – Fleet Management.
Alternatives:	(1) Approve the request; (2) Do not approve the request
Recommendation:	Approve the replacement of one F-350, DRW from Gerald Jones Ford for \$40,215.00 and declare the replaced F-350 surplus and to be sold at auction.
Funds are Available in the Following	Fleet Capital Outlay: 272-01-6440/5422210

Accounts:

REVIEWED AND APPROVED BY:

Finance.

Procurement.

Law.

Administrator.

Clerk of Commission

Invitation to Bid

Sealed bids will be received at this office until Tuesday, April 11, 2017 @ 3:00 p.m. for furnishing:

**Bid Item #17-168 Roof Replacement at Friedman Branch Library for Augusta Central Services Department –
Facilities Division**

Bids will be received by Augusta, GA Commission hereinafter referred to as the OWNER at the offices of:

Geri A. Sams, Director
Augusta Procurement Department
535 Telfair Street - Room 605
Augusta, Georgia 30901

Bid documents may be viewed on the Augusta, Georgia web site under the Procurement Department **ARcbid**. Bid documents may be obtained at the office of the Augusta, GA Procurement Department, 535 Telfair Street – Room 605, Augusta, GA 30901. Documents may be examined during regular business hours at the offices of Augusta, GA Procurement Department.

A Mandatory Pre Bid Conference will be held on Friday, March 24, 2017 @ 10:00 a.m. in the Procurement Department, 535 Telfair Street, Room 605.

All questions must be submitted in writing by fax to 706 821-2811 or by email to procbidandcontract@augustaga.gov to the office of the Procurement Department by Tuesday, March 28, 2017 @ 5:00 P.M. No bid will be accepted by fax, all must be received by mail or hand delivered.

No bids may be withdrawn for a period of sixty (60) days after bids have been opened, pending the execution of contract with the successful bidder. **A 10% Bid Bond is required to be submitted along with the bidders' qualifications; a 100% performance bond and a 100% payment bond will be required for award.**

Invitation for bids and specifications. An invitation for bids shall be issued by the Procurement Office and shall include specifications prepared in accordance with Article 4 (Product Specifications), and all contractual terms and conditions, applicable to the procurement. **All specific requirements contained in the invitation to bid including, but not limited to, the number of copies needed, the timing of the submission, the required financial data, and any other requirements designated by the Procurement Department are considered material conditions of the bid which are not waiveable or modifiable by the Procurement Director.** All requests to waive or modify any such material condition shall be submitted through the Procurement Director to the appropriate committee of the Augusta, Georgia Commission for approval by the Augusta, Georgia Commission. Please mark BID number on the outside of the envelope.

Bidders are cautioned that acquisition of BID documents through any source other than the office of the Procurement Department is not advisable. Acquisition of BID documents from unauthorized sources placed the bidder at the risk of receiving incomplete or inaccurate information upon which to base his qualifications.

Correspondence must be submitted via mail, fax or email as follows:

**Augusta Procurement Department
Attn: Geri A. Sams, Director of Procurement
535 Telfair Street, Room 605
Augusta, GA 30901
Fax: 706-821-2811 or Email: procbidandcontract@augustaga.gov**

No bid will be accepted by fax, all must be received by mail or hand delivered.

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle March 2, 9, 16, 23, 2017
Metro Courier March 8, 2017



Bid Item #17-168
Roof Replacement at Friedman Branch Library
for Augusta, Georgia-Central Services Department-Facilities Division
Bid Date: Tuesday, April 11, 2017 @ 3:00 p.m.

Total Number Specifications Mailed Out: 17
Total Number Specifications Downloaded (Demandstar): 3
Total Electronic Notifications (Demandstar): 126
Mandatory Pre-Bid Attendees: 11
Total packages submitted: 6
Total Non-compliant: 4

VENDORS	Attachment "B"	E-Verify	Addendum 1	SAVE Form	1 Original	4 copies	Bid Bond	Bid Price
Horizon Roofing 1557 South Broad Street Monroe, GA 30655	YES / Non- Compliant	1124455	YES	YES	YES	YES	YES	\$117,777.00
Bone Dry Roofing PO Box 7756 Athens, GA 30604	YES / Non- Compliant	230110	YES	YES	YES	YES	YES	\$223,250.00
Young's Roofing 311 Padrick Street Martinez, GA 30907	YES	228302	YES	YES	YES	YES	YES	\$236,055.00
Centurion Industries, Inc. 1107 North Taylor Road Garrett, IN 46738	YES / Non- Compliant	246637	YES	YES	YES	YES	YES	\$209,680.00
L&J Roofing and Home Improvement, Inc. 1202 Pine Cone Drive Lincolnton, GA 30817	YES / Non- Compliant	437302	YES	YES	YES	YES	YES	\$215,000.00
Roofing Professionals, Inc. 505 CDP Industrial Blvd. Grovetown, GA 30813	YES	63141	YES	YES	YES	YES	YES	\$162,900.00

The following vendors were deemed non-responsive by the Compliance Department for not satisfying the good faith efforts and is non-compliant with the Local Small Business Opportunity Program:
Horizon Roofing, Bone Dry Roofing, Centurion Industries and L&J Roofing and Home Improvement

Mandatory Pre-Bid Conference Sign-in Sheet
Bid Item #17-168 Roof Replacement at Friedman Branch Library For Augusta, GA-
Central Services Department-Facilities Maintenance Division
Tuesday, March 24, 2017, @ 10:00 a.m.
PLEASE PRINT

1 of 3
Original

NAME	COMPANY/DEPT.	ADDRESS/CITY/STATE/ ZIP CODE	TELEPHONE NUMBER	FAX NUMBER	EMAIL	Prime/Sub
1. Darrell White	Procurement	535 Telfair Street, Suite 605 Augusta, GA 30901	706-821-2423	706-821-2811	procbidandcontract @augustaga.gov	
2. Nancy Williams	Procurement	535 Telfair Street, Suite 605 Augusta, GA 30901	706-821-2888	706-821-2811	procbidandcontract @augustaga.gov	
3. Salasha Singleton	Procurement	535 Telfair Street, Suite 605 Augusta, GA 30901	706-821-4251	706-821-2811	procbidandcontract @augustaga.gov	
4. Summer Young	Young's Roofing	311 Padrick St. Martinez, Ga 30907	706-823-5853	706-823-5852	Youngsroofing @bellsouth.net	
5. Carol Wehner	L+S Roofing	4345D Columbia Rd Martinez Ga 30907	706-504-7430	706-733-7663	larrysroofing @gmail.com	
6. David Farne	L+S Roofing	4345D Columbia Rd Martinez Ga 30907	706-504-7430	706-733-7663	larrysroofing inc@gmail.com	
7. JARIAN BRADFORD	Receiving Professionals INC.	505 CDP INDUSTRIAL BLVD. COLUMBIA, GA 30813	706-945-0101	706-945-0102	jaradford@ vpiroof.com	

Mandatory Pre-Bid Conference Sign-in Sheet
Bid Item #17-168 Roof Replacement at Friedman Branch Library For Augusta, GA-
Central Services Department-Facilities Maintenance Division
Tuesday, March 24, 2017, @ 10:00 a.m.
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NAME	COMPANY/DEPT.	ADDRESS/CITY/STATE/ ZIP CODE	TELEPHONE NUMBER	FAX NUMBER	EMAIL	Prime/Sub
Christian 8. Pethuey	Cms Roofing	530 Vision Court Irmo, SC 29063	803-732-5517 803-513-8313		Cpethuey@cmsdfsc.com	
Andree Samon	Inde Specialties	141 Riverchaseway Lex, SC 29070	803-309-0329		Wayne@IndeSpecialties.com	
Justin Cleckler	Horizon Roofing	1557 South Broad Street Macon Ga 30655	770-207-0754 574409	770-216- 1770	Justin@horizonroofsc.com	Prime
11. Matt Lambert	Boss Building Company	120 Ben Burdett Rd Bryant, GA 30622	706-543-1275	706-543-9174	matt@bossbuilding.com	
12. Michael Minneker	Century Industries A-List Roof Systems	2005 FM 1102 Newnan, GA TX 78132	615-438-5853	830-613-1912	Michael@centuryindustries.com	Prime
13. Rick Ayres	CENTRAL SERVICES		706-821- 1595		rares@augustaga.gov	
14. Tamar Walton	compliance	535 Telfair St. Suite 110 Augusta, GA 30901	706 821-2400	706 823-4395	twalton@augustaga.gov	
15. Masbell Fashion	Library	823 Telfair Street Augusta, GA 30901	706-821-2602	706-724-6762	fashion@arcplb.org	

Mandatory Pre-Bid Conference Sign-in Sheet
Bid Item #17-168 Roof Replacement at Friedman Branch Library For Augusta, GA-
Central Services Department-Facilities Maintenance Division
Tuesday, March 24, 2017, @ 10:00 a.m.
PLEASE PRINT

NAME	COMPANY/DEPT.	ADDRESS/CITY/STATE/ ZIP CODE	TELEPHONE NUMBER	FAX NUMBER	EMAIL	Prime/Sub
16. Kristin Eberhart	Library (AECPS)	823 Telfair St. Augusta, GA 30601	706- 821-2604	706- 724-6762	eberhartk@ aecps.org	
17. Bob Stevens	South End Roofing	511 Skyview Dr, Augusta, GA 30903	706-724-5355	706- 724-3644	Robert@ SouthEnd Roofing Augusta, GA	
18. Gary Isel	ROOFING PROFESSIONALS Inc.	505 CDR Industrial Blvd, Greenville, GA 30813	706- 945-0101	706- 945-0102	gisel@ rpiroof.com	
19.						
20.						
21.						
22.						
23.						

User: Mills, Phyllis

Organization: City of Augusta, GA (Augusta Commission)

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)

Bid Number ITB-17-168-0-2017/nw

Bid Name Roof Replacement at Friedman Branch Library

2 Document(s) found for this bid

3 Planholder(s) found.

Add Planholder

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
Bone Dry Roofing Company	7065431275		1			Documents
ConstructConnect	8772271680	8665708187	1			Documents
MG Contracting & Sons inc.	3234702122	0000000000	1			Documents

Page 1 of 1

Format for Printing No ▼[Search](#)[<< Return](#)[Export to Excel](#)DemandStar is a product of [Onvia, Inc.](#) (c) 1997-2017. All rights reserved. | [Terms of Use](#) | [Privacy](#)

Bidders List

Bid Item # 17-168 Cost \$ _____

#	Company Name	Complete Mailing Address	Date	Spec. #	Initials	Mailed By
1	A-LERT ROOF SYSTEMS ATTN: MICHAEL MINNEKER 5117 ANCHORAGE DRIVE NASHVILLE, TN 37220	Phone 800-344-0609	3/6/17	17-168	DN	U.S. mail
2		Fax 830-643-0433				
3	Corporate Vision Inc 8307 Office Park Dr Ste B Douglasville, GA 30134	Phone 770-675-6799	3/7/17	17-168	DN	U.S. mail
4		Fax 770-489-9589				
5	Bone Dry Roofing 120 Ben Burton Road Bogart, GA 30622		3.23.17	17-168	DN	U.S. mail
	Edge 2 Edge Roofing LLC					
	KMT Services, Inc. 2804 Wilco Ave 30904		28.17	17-168	DN	Pick Up
	A.K. Hasan 706-726-7592 Kelly Peel, President 706-394-9001					
12						
13						
14						
15						
16						

RPI
505 CDP Industrial Blvd
Grovetown, GA 30613

Lovelace Roofing
3850 Washington Rd
Martinez, GA 30907

Thomson Roofing
2292 Washington Road
Thomson, GA 30824

Twentieth Century Construction
2106 Kelly Street
Augusta, GA 30906

Crosby Roofing
3070 Damascus Road
Augusta, GA 30909

Carter Flat Roof Recoating
2434 Wheelless Road
Augusta, GA 30906

HBJ Enterprises
2124 Pepperidge Dr.
Augusta, GA 30906

RDS Construction
3300 Cumberland Blvd
Atlanta, GA 30339

Southern Roofing and Insul.
511 Skyview Dr.
Augusta, GA 30901

Enon Hopkins
1532 CRESCENT CT
AUGUSTA, GA 30909

Bone Dry Roofing
PO Box 211106
Augusta, GA 30917

I & E Specialties
141 Riverchase Way
Lexington, SC 29072

Young's Roofing & Construction
311 Padrick Street
Augusta, GA 30907

Takiyah A. Douse
Central Services Facilities Division

Kellie Irving
Compliance

Rick Acree
Central Services Facilities Division

Bid Item #17-168
Roof Replacement at Friedman Branch
Library for Augusta Central Services
Department-Facilities Division
Bid Due: 4/11/2017@ 3:00 p.m.

Bid Item #17-168
Roof Replacement at Friedman Branch
Library for Augusta Central Services
Department-Facilities Division
Bid Due: 4/11/2017@ 3:00 p.m.



Central Services Department

Takiyah A. Douse, Director
Rick Acree, Project Manager

2760 Peach Orchard Road, Augusta, GA 30906
(706) 821-2426 Phone (706) 799-5077 Fax

MEMORANDUM

A handwritten signature in black ink, appearing to be "TAD" or similar, located to the right of the memorandum header.

TO: Mrs. Geri Sams, Director – Procurement Department
THROUGH: Mrs. Takiyah A. Douse, Director, Central Services
DATE: April 26, 2017
SUBJECT: Bid Item #17-168 Roof Replacement at Friedman Branch Library - Recommendation

Ms. Sams:

Bids were received for the referenced project on April 11, 2017. The lowest compliant bid was submitted by Roofing Professionals, Inc. of Grovetown, Georgia in the amount of \$162,900. The bid is within budget. We recommend award of this project to the low bidder.

Thank you for your assistance in securing this pricing. Please do not hesitate to call if you have any questions or need additional clarification.

Cc: Lonnie Wimberly
Takiyah Douse
Mashell Fashion



Compliance Department

Kellie Irving
Compliance Director

MEMORANDUM

To: Takiyah Douse, Director, Central Services Department
Geri Sams, Director, Procurement Department

From: Kellie Irving, Director, Compliance Department
Gerald K. Jefferson, DBE & LSBOP Officer, Compliance Department

Date: April 20, 2017

Subject: Roof Replacement at Friedman Branch Library Package for Augusta, Georgia
Bid Item #17-168

☒ This bidder/offeror IS eligible for award.	☐ This bidder/offeror IS NOT eligible for award.
--	--

This memo is to transmit the review and concurrence of responsiveness and compliance by the bidder/offeror, **Roofing Professionals, Inc.** The Augusta, Georgia code requires a contractor to meet the assigned LSBOP Utilization Goal or provide evidence of completing good faith efforts.

The goal established for the **Roof Replacement at Friedman Branch Library Package** for Augusta, Georgia, Bid Item #17-168, is **5%**. The bidder/offeror submitted the completed, required LSBOP forms; thus, the bidder/offeror is responsive. In addition, the bidder/offeror, after an earnest effort to identify eligible LSBOP firms, was not able to meet the minimum participation and has **0.5%** utilization. The bidder/offeror has also identified an eligible DBE firm with a **0.5%** utilization.

Should this bidder/offeror be selected for this bid, upon award, the bidder/offeror is requested to contact the Compliance Department - DBE Division to assist in the identification and utilization of current LSBOP firms available for subcontracting work on this project. The bidder/offeror will develop a plan of action to utilize firms to meet the proposed LSBOP Utilization Goal. The bidder/offeror has agreed to work in cooperation with the DBE Division if awarded the contract.

The bidder/offeror has met good faith efforts and is responsive and compliant with the Local Small Business Opportunity Program; **therefore, this bidder/offeror is eligible for award.**

Should you have questions, please contact me at (706) 826-1325.

Compliance Department
535 Telfair Street – Suite 610 - Augusta, GA 30901-4414
(706) 821-2406 – Fax (706) 821-4228
WWW.AUGUSTAGA.GOV



Administrative Services Committee Meeting
5/30/2017 1:20 PM
Bid Item 17-168 Re-roof Friedman Branch Library

Department:	Central Services - Facilities
Presenter:	Takiyah A. Douse
Caption:	Approve award for replacement of the roof on Friedman Branch Library to the lowest compliant bidder, Roofing Professionals, Inc. of Grovetown, GA, in the amount of \$162,900, bid item 17-168.
Background:	The shingle roof on the Friedman Branch Library located on Jackson Road in Augusta has reached the end of its useful life. The absolute minimum slope for a shingle roof is 2½” of rise per foot of run with a 4” rise per foot being the recommended minimum. The existing roof slope of 2” rise per foot of run is significantly less than the minimum. Since this is a visible roof where the appearance is important, Central Services determined that a prefinished metal panel would be a better choice for the application. As part of the installation, roof insulation values are to be increased to meet the current energy code requirements. Invitation to Bid (ITB) 17-168 was issued to obtain pricing for replacing the roof. Bids were received on April 11, 2017 .
Analysis:	Roofing Professional, Inc. of Grovetown, GA submitted the low bid of \$162,900. The bid price is in line with the anticipated budget costs for this item.
Financial Impact:	The cost of the of the roof replacement is \$162,900.
Alternatives:	1. Approve award for replacement of the roof on Friedman Branch Library to the lowest compliant bidder, Roofing Professionals, Inc. of Grovetown, GA, in the amount of \$162,900. 2. Do not approve the purchase.
Recommendation:	Approve award for replacement of the roof on Friedman Branch Library to the lowest compliant bidder, Roofing Professionals, Inc. of Grovetown, GA, in the amount of \$162,900.

**Funds are Available
in the Following
Accounts:**

This project is funded through SPLOST designated for Friedman
Library, General Ledger 328-05-1120, Job Ledger 216-05-5104.

REVIEWED AND APPROVED BY:

Finance.

Law.

Administrator.

Clerk of Commission

Lena Bonner

From: Wayne Guilfoyle <augustatile@knology.net>
Sent: Monday, May 22, 2017 9:52 AM
To: Lena Bonner
Subject: Adminstrative committee agenda

Lena, would you put JG Long on the agenda for discussion in regards to his email dated 4-15-2017 . Thank You, Wayne Guilfoyle



**Administrative Services Committee Meeting
5/30/2017 1:20 PM
JG Long**

Department:

Presenter:

Caption: Discuss JG Long email dated 4-15-2017. **(Requested by
Commissioner Wayne Guilfoyle)**

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

**Funds are Available
in the Following
Accounts:**

REVIEWED AND APPROVED BY:

Laney Walker Enterprise Zone Expanded Boundaries – Surveyor's Description

Beginning at a point which is the intersection of the centerlines of Twelfth Street and Telfair Street; thence in a southeasterly direction along the centerline of Telfair Street a distance of 4540 feet, more or less, to a point of intersection with the centerline of Fifth Street; thence in a southwesterly direction along the centerline of Fifth Street a distance of 3660 feet, more or less, to a point of intersection with Laney Walker Boulevard; thence in a northwesterly direction along the centerline of Laney Walker Boulevard a distance of 1080 feet, more or less, to a point of intersection with the centerline of the right of way of the Norfolk Southern Railroad; thence in a southwesterly direction along the centerline of the Norfolk Southern Railroad a distance of 8200 feet, more or less, to a point of intersection of the centerline of Molly Pond Road, thence continuing southwest along the centerline of the Norfolk Southern Railroad a distance of 325 feet to a point; thence going North 32 degrees 47 minutes West a distance of 2460 feet, more or less, to a point on the centerline of Old Savannah Road; thence in a northeasterly direction along the centerline of Old Savannah Rd a distance of 200 feet, more or less, to a point of intersection with Turpin St; thence in a northwesterly direction along the centerline of Turpin St a distance of 1740 feet, more or less, to a point of intersection with the centerline of M L King Jr Blvd; thence in a northeasterly direction along the centerline of M L King Jr Blvd a distance of 1220 feet, more or less, to a point of intersection with the centerline of CSX Beltline Railroad; thence in a northwesterly direction along the centerline of the CSX Beltline Railroad a distance of 800 feet more or less to appoint of intersection with the centerline of Clay Street; thence in a northeasterly direction along the centerline of Clay Street a distance of 1575 feet, more or less, to a point of intersection with the centerline of Anderson Avenue; thence in a westerly direction and then a northerly direction along the centerline of Anderson Avenue a distance of 550 feet, more or less, to a point of intersection with the centerline of Poplar Street; thence in a northwesterly direction along the centerline of Poplar Street a distance of 740 feet, more or less, to appoint of intersection with the centerline of Lee Beard Way; thence in a southwesterly direction along the centerline of Lee Beard Way a distance of 1715 feet, more or less, to a point of intersection with the centerline of Suwanee Quintet Boulevard; thence in a northwesterly direction along the centerline of Suwanee Quintet Boulevard a distance of 1170 feet, more or less, to appoint of intersection with the centerline of Fifteenth Street; thence in a northeasterly direction along the centerline of Fifteenth Street a distance of 190 feet, more or less, to a point; thence going North 67 degrees 48 minutes West an distance of 370 feet, more or less, to a point t on the centerline of Poplar Street; thence in a northeasterly direction along the centerline of Poplar Street a distance of 740 feet, more or less, to a point; thence South 67 degrees 48 minutes East a distance of 400 feet, more or less, to a point on the centerline at Fifteenth Street; thence in a northeasterly direction along the centerline of Fifteenth Street a distance of 1030 feet, more or less, to a point of intersection with the centerline of Wrightsboro Road; thence in a southeasterly direction along the centerline of Wrightsboro Road a distance of 440 feet, more or less, to a point of intersection with the centerlines of Spellman Street and R.A. Dent Boulevard; thence in a northeasterly direction along the centerline of R.A. Dent Boulevard a distance of 4325 feet, more or less, to a point of intersection with the centerline of D'Antignac Street; thence in a southeasterly direction along the centerline of D'Antignac Street a distance of 930 feet, more or less, to a point of intersection with the centerline of Twelfth Street; thence in a northeasterly direction along the centerline of Twelfth Street a distance of 2165 feet, more or less, to the **POINT OF BEGINNING**.

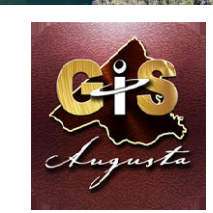
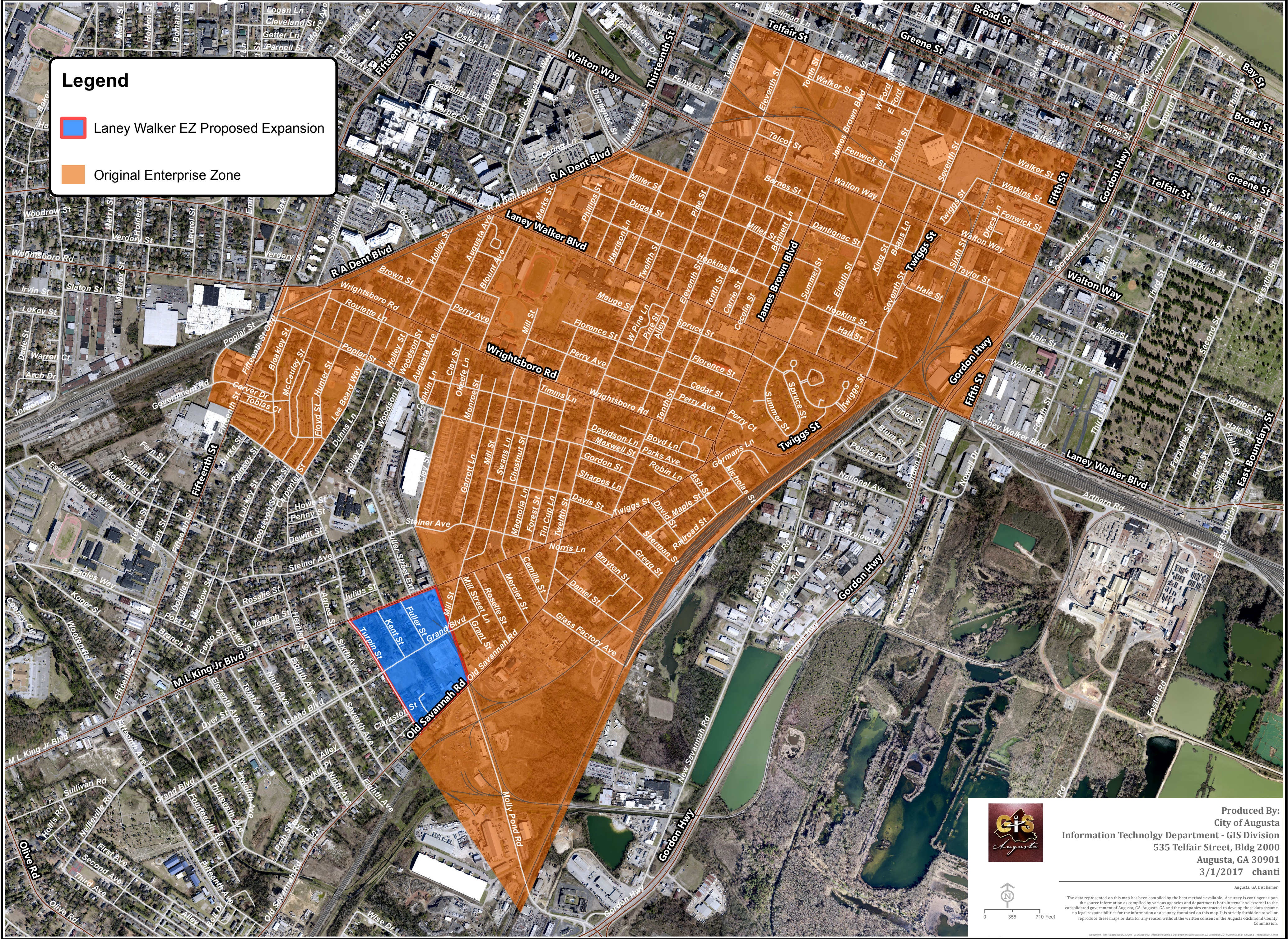
Laney Walker Enterprise Zone - 2017 Proposed Expansion



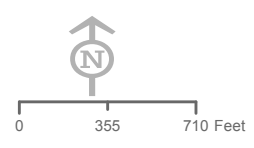
Legend

Laney Walker EZ Proposed Expansion

Original Enterprise Zone



Produced By:
City of Augusta
Information Technology Department - GIS Division
535 Telfair Street, Bldg 2000
Augusta, GA 30901
3/1/2017 chanti



The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the consolidated government of Augusta, GA. Augusta, GA and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the Augusta-Richmond County Commission.



**Administrative Services Committee Meeting
5/30/2017 1:20 PM
Laney Walker Enterprise Zone__Expansion Of**

Department: Housing and Community Development Department

Presenter: Hawthorne Welcher Jr

Caption: Motion to approve the expansion of the Laney Walker Enterprise Zone.

Background: The Augusta Code at 2-4 provides for the designation of Enterprise Zones as an economic development incentive for depressed areas. Laney-Walker / Bethlehem meets the criteria for designation found at O.C.G.A. 36-88-8, and with continued development and interest within seven (7) developmental nodes (part to the LW/B revitalization project), it is important that opportunities for future developmental growth and investment tools (to assist with recruitment of developers/contractors) are present and in place. HCD, in keeping with the Urban Redevelopment Plan/Neighborhood Revitalization Strategy, continues to forge strong partnerships that are indeed providing transformation of these historic areas, from neighborhoods into thriving communities, and see no resistance to continued change over the coming years. There is investment that has been made and potential developmental interest in this expanded area of focus. This expansion is important as we continue development along the Twiggs Street/MLK/Old Savannah corridor and beyond. The designation, in place since 2002 and originally reauthorized in 2015, will continue to allow for the incentives to businesses that create 5 or more new jobs being exempt from ad valorem taxes on a scale over a 10-year period (through 2025).

Analysis: The incentives of tax abatement are positive, and the theory is that revenue not realized due to the abatement would not have happened without the incentives. The abatement schedule for ad valorem taxes is as follows: 100% first 5 years; 80% for years 6 and 7; 60% for year 8; 40% for year 9 and 20% for year 10. Further, HCD seeks Commission approval (to ordinance no. 6508) to amend the Augusta-Richmond County Code, Section 2-4-20 to expand the existing Laney-Walker Enterprise Zone in an effort to

be sure investments tools of attraction are in place to developers seeking to invest within this specified area.

Financial Impact: See Analysis above.

Alternatives: a) Authorize requested expansion of the LW Enterprise Zone or b) Don't authorize expansion of the LW Enterprise Zone.

Recommendation: Approve the expansion of the Laney Walker Enterprise Zone

**Funds are Available
in the Following
Accounts:** N/A.

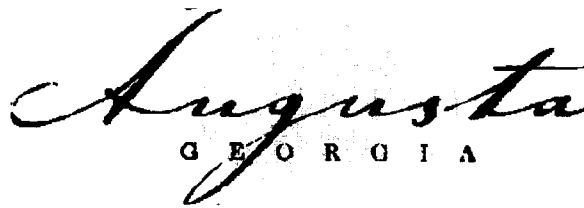
REVIEWED AND APPROVED BY:

Finance.

Law.

Administrator.

Clerk of Commission



Administrative Services Committee Meeting Commission Chamber - 5/9/2017

ATTENDANCE:

Present: Hons. M. Williams, Chairman; Jefferson, Vice Chairman; Davis and D. Williams, members.

Absent: Hon. Hardie Davis, Jr., Mayor.

ADMINISTRATIVE SERVICES

1. Approve a request from the District Attorney for the purchase of one Ford Explorer using Forfeiture Funds from the District Attorney's Office. Bid 16-185
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Andrew Jefferson	Passes

2. Approve a request from the Augusta Utilities Department-Fort Gordon Division for 2 new pickup trucks and one SUV to accommodate recently added personnel to their Fort Gordon contract.
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Andrew Jefferson	Passes

3. Motion to approve the proposal received from A&D Painting, Inc. to paint the Riverwalk railing.
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Andrew Jefferson	Passes

4. Commission Notification: Discuss and approve a threshold of personal injury, property loss, or extreme circumstance that will require prompt notification to the Commission regarding an incident or situation. Discussion will include process of notification such as i.e. at the next: Executive Session, email blast, etc. **(Requested by Commissioner Sammie Sias)**
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve a threshold level of \$20,000 for Commission notification. Mr. D. Williams abstains. Motion Passes 3-0 -1.	Commissioner Andrew Jefferson	Commissioner Mary Davis	Passes

5. Discuss the Commission's travel and training budget. **(Requested by Commissioner Bill Fennoy)**
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve receiving this item as information. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Andrew Jefferson	Passes

6. Motion to approve the minutes of the Administrative Services Committee held on April 25, 2017.
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
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Approve	Motion to approve. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Andrew Jefferson	Passes
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7. Discuss creating a policy/process requiring all contracts be presented to the commission for approval before being executed. **(Requested by Commissioner Ben Hasan)** **Item Action:** Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to the next committee meeting. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Andrew Jefferson	Passes

8. Discuss the proposed Augusta Dragway/Drag Strip. **(Requested by Commissioner Ben Hasan)** **Item Action:** Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve receiving this item as information.	Commissioner Andrew Jefferson	Commissioner Mary Davis	Other

No action is taken on this motion due to the passage of the substitute motion.

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Substitute motion to refer this item to the full Commission with no recommendation. Motion Passes 4-0.	Commissioner Andrew Jefferson	Commissioner Mary Davis	Passes



**Administrative Services Committee Meeting
5/30/2017 1:20 PM
Minutes**

Department:

Presenter:

Caption: Motion to approve the minutes of the Administrative Services Committee held on May 9, 2017.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

**Funds are Available
in the Following
Accounts:**

REVIEWED AND APPROVED BY:



DEPARTMENT OF THE NAVY
NAVAL FACILITIES ENGINEERING COMMAND SOUTHEAST
JACKSONVILLE, FL 32212-0030

11011
Ser AM1SA/RM
April 18, 2017

City of Augusta
Clerk of Commissions
535 Telfair Street, Suite 910
Augusta, GA 30901

SUBJECT: RENEWAL OF LEASE NOY(R)-40225 FOR NAVY USE OF PROPERTY TO
SUPPORT NAVY OPERATIONAL SUPPORT CENTER (NOSC) AUGUSTA

Dear Sir or Madam:

Notice is hereby given that the Government desires to renew the subject lease for use of property located at the Navy Operational Support Center (NOSC), 2869 Central Avenue, Augusta for the term of 1 July 2017 through 30 June 2018.

My point of contact for this matter is Robin McCarthy, NAVFAC SE Realty Specialist, who can be reached at (904) 542-1511 or email at robin.mccarthy@navy.mil.

Sincerely,

A handwritten signature in black ink, appearing to read "T H McQuillen", is positioned above the printed name.

TIMOTHY H MCQUILLEN
Real Estate Contracting Officer

Copy to: Commanding Officer, SUBASE Kings Bay
Commanding Officer, NOSC Augusta
Public Works Officer, SUBASE Kings Bay



**Administrative Services Committee Meeting
5/30/2017 1:20 PM
Naval Reserve Lease 2017-2018**

Department:	Central Services Facilities
Presenter:	Takiyah Douse
Caption:	Approve extending the lease with the US Navy for the Naval Reserve Center on Central Avenue through June 2018. Lease payments are \$1 per year, Augusta has no financial or maintenance obligations under this lease.
Background:	This lease has been in place since 1946. The Navy is required to request renewal annually.
Analysis:	This is a continuation of a long-standing existing lease. There is no cost to Augusta and we have no current need for the building.
Financial Impact:	None.
Alternatives:	1. Approve extending the lease with the US Navy for the Naval Reserve Center on Central Avenue through June 2018. Lease payments are \$1 per year, Augusta has no financial or maintenance obligations under this lease. 2. Do not approve
Recommendation:	Approve extending the lease with the US Navy for the Naval Reserve Center on Central Avenue through June 2018. Lease payments are \$1 per year, Augusta has no financial or maintenance obligations under this lease.
Funds are Available in the Following Accounts:	NO FUNDS REQUIRED

REVIEWED AND APPROVED BY:

Finance.

Procurement.
Law.
Administrator.
Clerk of Commission

Proposed Policy for ARC Contracts:

1) Develop a summary page/cover sheet for each contract.

2) The sheet would address the primary points of the agreement:

A. Parties involved (Augusta and the vendor(s))

B. Duration of agreement

C. Services to be provided

D. How to terminate agreement

E. Which departments are involved; who is the primary liaison from each side

F. Dollar amount

G. How long has the particular company held contract (**for example**

professional services)

H. Under each of those items, there would be a reference to the specific page

where the detailed information is listed.

I. What signatures are needed for execution?

J. Process for contract amendments and other related documents.

K. Custodian of contracts.



**Administrative Services Committee Meeting
5/30/2017 1:20 PM
Policy for Contracts Execution**

Department:

Presenter: Commissioner Ben Hasan

Caption: Discuss creating a policy/process requiring all contracts be presented to the commission for approval before being executed.
(Requested by Commissioner Ben Hasan) (Referred from May 9 Administrative Services Committee)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

**Funds are Available
in the Following
Accounts:**

REVIEWED AND APPROVED BY:

Mary,

Yes, thank you so much. What time should I be there? Will this be the full commission or a committee?

Lynda

Sent from my iPhone

On Feb 23, 2017, at 12:39 PM, Lynda Brown <lyndab532@gm

Thank you so much for returning my call and taking time from your busy schedule to listen to my proposal. But, of course, I would like to provide you with more detail. Information about the Documents, known as the Documents of American Law and Government, can be found on the website: TenCommandmentsGA.org. You can also find on this site the GA law that enables these documents to be placed in Courthouses and other public buildings. There are 9 documents which include the following: Ten Commandments, Magna Carta, Mayflower Compact, Declaration of Independence, Bill of Rights, Star Spangled Banner, National Motto, Lady Liberty, Preamble to the GA Constitution. These documents can now be found hanging on the walls in government buildings in 35 GA counties and also at our State Capital building.

I welcome the opportunity to speak with a committee of Richmond County Commissioners at your earliest convenience regarding the placement of the Documents.

Please contact me by phone [781-831-0915](tel:781-831-0915) or by this email. I look forward to meeting you and speaking with the other commissioners.

Lynda Brown

Please consider the environment before printing this email.

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AED:104.1

Nancy Morawski

From: Lena Bonner
Sent: Thursday, March 09, 2017 10:56 AM
To: Nancy Morawski
Subject: FW: Documents

Lena J. Bonner
Clerk of Commission
Office of the Clerk of Commission
Suite 220 Municipal Building
535 Telfair Street
Augusta, Georgia 30901
Tel: 706-821-1820
Fax: 706-821-1838

From: Lena Bonner
Sent: Tuesday, March 07, 2017 5:26 PM
To: Commissioner Mary Davis <MFDavis@augustaga.gov>
Cc: Lynda Brown <lyndab532@gmail.com>; Nancy Morawski <nmorawski@augustaga.gov>
Subject: RE: Documents

Madam Mayor Pro Tem as requested- I will place Ms. Brown on the upcoming Tuesday, March 14th Administrative Services Committee agenda which begins at 1:05 P.M. in the Lee Beard Commission Chamber on the second floor in the Municipal Building, 535 Telfair Street, Augusta, GA.

Lena J. Bonner
Clerk of Commission
Office of the Clerk of Commission
Suite 220 Municipal Building
535 Telfair Street
Augusta, Georgia 30901
Tel: 706-821-1820
Fax: 706-821-1838

From: Commissioner Mary Davis
Sent: Tuesday, March 07, 2017 5:16 PM
To: Lynda Brown <lyndab532@gmail.com>; Lena Bonner <lbanner@augustaga.gov>
Subject: Re: Documents

It will be committees, that will allow for more discussion and questions...(Ms. Bonner, can you please put Lynda on the next committee meeting schedule? I am not sure if administrative services would be appropriate? Could you work help her with this agenda item? Thanks so much! She is on this email and the information that she wants to present is below. Mary



**Administrative Services Committee Meeting
5/30/2017 1:20 PM
Request to Display Historical Documents**

Department:	Central Services Department - Facilities Division
Presenter:	Takiyah A. Douse
Caption:	Consider a request to display historical documents within a county facility.
Background:	The Foundations of American Law & Government Display contains 9 historical documents according to the specifications of Georgia law. O.C.G.A. 20-3-41.3 authorizes the display of the documents in a visible location for the purpose of educating the public about the history and background of American Law. The documents are currently displayed within 35 GA counties including Fulton, Gwinnett, Forsyth and our State Capital.
Analysis:	Ms. Lynda Brown made a presentation to the Administrative Services Committee on March 14, 2017 regarding the Foundations of American Law & Government display in which the Committee decided to refer to the Attorney and the Central Services Director for a recommendation.
Financial Impact:	None
Alternatives:	1) Approve the request to display historical documents within a county facility 2) Deny the request to display historical documents within a county facility.
Recommendation:	If approved, the Facilities Division recommends displaying the prints within the John H. Ruffin Jr Courthouse on the first floor
Funds are Available in the Following Accounts:	None

REVIEWED AND APPROVED BY:

Finance.

Law.

Administrator.

Clerk of Commission
