



Administrative Services Committee Commission Chamber- 9/11/2018- 1:20 PM Meeting

ADMINISTRATIVE SERVICES

1. Authorize the submission of the 2018 Consolidated Application, Exhibit 2 Applications (both New and Renewal) and all supporting documentation for the Continuum of Care Application to The Department of Housing and Urban Development (HUD).  [Attachments](#)
2. Award the contract for renovation and conversion of 1815 Marvin Griffin Road into additional space for Records Archives and office space for Mosquito Control to R. W. Allen and Associates in the amount of \$1,142,700.00. Bid Item 18-198  [Attachments](#)
3. Motion to approve publication of the proposed budget allocations for the required 30-Day Public Comment Period and subsequent submission by Augusta Housing and Community Development of the FY2019 Annual Action Plan for the following programs funded by the U.S. Department of Housing and Urban Development (HUD): Community Development Block Grant (CDBG) Program, Home Investment Partnerships (HOME) Program, Emergency Solutions Grant (ESG) Program, and the Housing Opportunities for Persons With AIDS (HOPWA) Program.  [Attachments](#)
4. Motion to approve the minutes of the Administrative Services Committee held on August 28, 2018.  [Attachments](#)
5. Presentation by Mr. Floyd Bennett regarding uncleaned ditch along side of his residence.  [Attachments](#)
6. Discuss salaries adjustments for Richmond County Juvenile Court employees who were not included in the recent compensation study. **(Requested by Commissioner Marion Williams)**  [Attachments](#)

7. Discuss recent squatter-situation on Gordon Highway and the lack of follow-through from city departments. **(Requested by Commissioner Marion Williams)**  [Attachments](#)

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**Administrative Services Committee Meeting
9/11/2018 1:20 PM
2018 Continuum of Care Application**

Department:	Housing and Community Development
Presenter:	Hawthorne Welcher, Jr.
Caption:	Authorize the submission of the 2018 Consolidated Application, Exhibit 2 Applications (both New and Renewal) and all supporting documentation for the Continuum of Care Application to The Department of Housing and Urban Development (HUD).
Background:	Each year, Augusta Housing & Community Development Department applies to HUD through an annual Notice of Funding Availability (NOFA) for the Continuum of Care Programs. This application is not an Entitlement Grant but a competitive application process. These funds are used to support the Homeless Information Management System (HMIS), for administrative services, supplies and provide case management to our partnering agencies. This grant renews each year for the same time and amount, October 1st to September 30th (HMIS Program - \$184,475). There are four (4) additional projects funded as a part of the Augusta, Georgia Continuum of Care (please see attachment). New project applications are anticipated for submission this year.
Analysis:	Approval will allow the City of Augusta to continue providing comprehensive services to the homeless population of Augusta-Richmond County.
Financial Impact:	These are additional grant funds awarded by HUD through a competitive application process to the City of Augusta for continued operation of the Homeless Information Management System (HMIS) and services. Currently, there are four (4) additional projects funded through this application: 1 Supportive Services Only, 1 Rapid Re-Housing, 1 Planning and 1 Permanent Supportive Housing Programs.
Alternatives:	None recommended.

Cover Memo

Item # 1

Recommendation: Approve submission of the CoC Application to HUD, and grant the Mayor the authority to execute all forms associated with the application, to include but not limited to: Submission of the Consolidated Community Application, Priority Listing Exhibit 2 Applications, Certifications, Conditional Award Technical Submission Applications, New and Renewal Grant Agreements and Annual Progress Reports (APR).

**Funds are
Available in the
Following
Accounts:** Not Applicable.

REVIEWED AND APPROVED BY:

**Finance.
Law.
Administrator.
Clerk of Commission**



Administrative Services Committee Meeting
9/11/2018 1:20 PM
Award Contract for Records Retention Annex

Department: Central Services - Facilities

Presenter: Takiyah A. Douse

Caption: Award the contract for renovation and conversion of 1815 Marvin Griffin Road into additional space for Records Archives and office space for Mosquito Control to R. W. Allen and Associates in the amount of \$1,142,700.00. Bid Item 18-198

Background: SPLOST 7 funding provides for additional space for document archives required under the Georgia Records Retention Schedule. In 2017, the Augusta Commission approved contracting with 2KM Architects of Augusta to prepare the necessary construction documents to renovate the building at 1815 Marvin Griffin Road for this purpose. Space is also allocated to house staff for the Mosquito Control Program now operating under the direction of the Augusta Engineering Department.

Analysis: Bids were received for the referenced project on May 10, 2018. The lowest compliant bid was submitted by R. W. Allen and Associates of Augusta, Georgia, in the amount of \$1,142,700.00. This includes the base bid of \$1,137,700.00, and Add Alternate 1, in the amount of \$5,000.00, for removal of remaining physical items within the building.

Financial Impact: The contract amount is \$1,142,700.00

Alternatives: 1. Award the contract for renovation and conversion of 1815 Marvin Griffin Road into additional space for Records Archives and office space for Mosquito Control to R. W. Allen and Associates in the amount of \$1,142,700.00. 2. Do not award

Recommendation: Award the contract for renovation and conversion of 1815 Marvin Griffin Road into additional space for Records Archives

Cover Memo
Item # 2

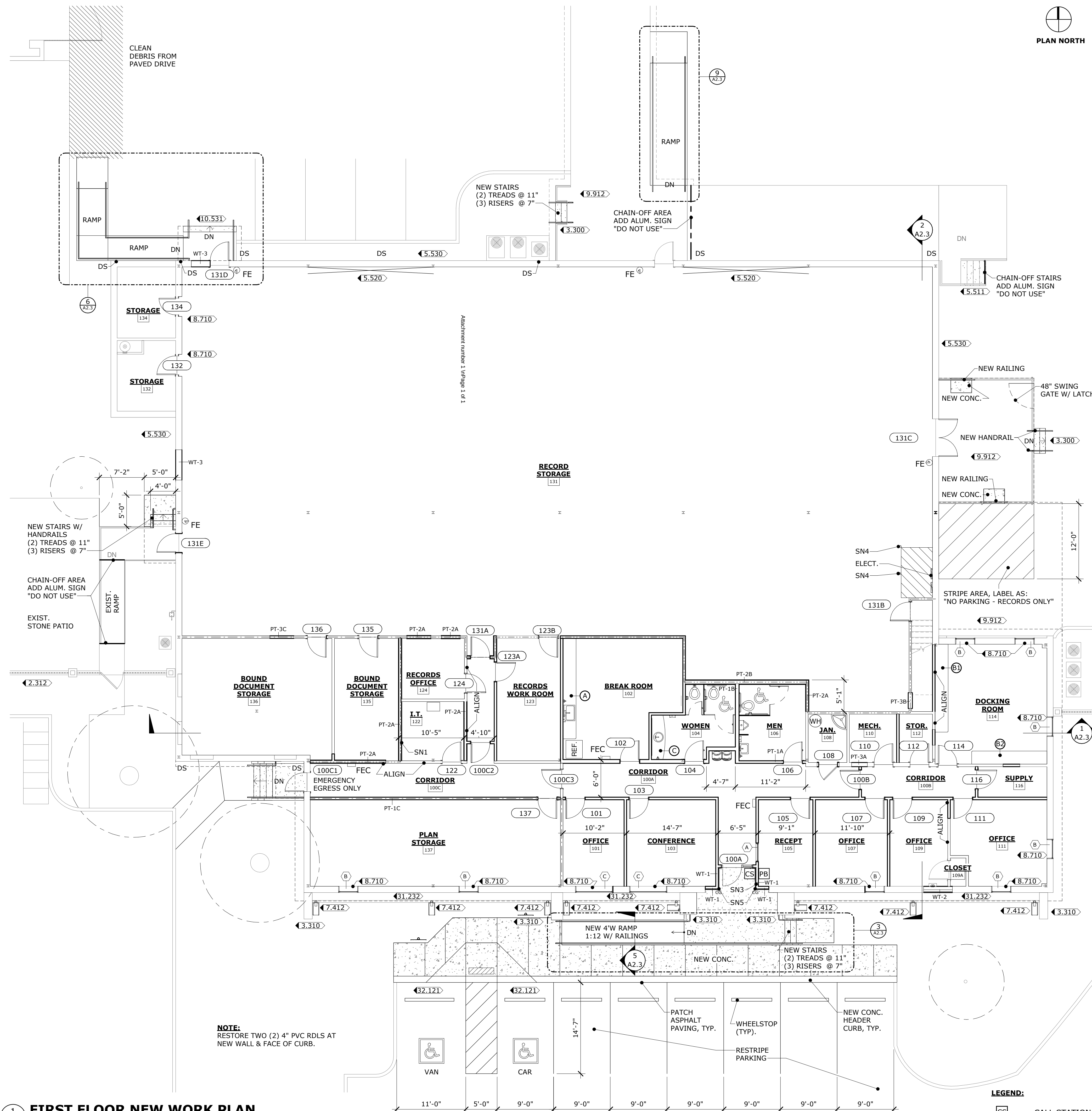
and office space for Mosquito Control to R. W. Allen and Associates in the amount of \$1,142,700.00.

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

This project is funded through SPLOST 7.

REVIEWED AND APPROVED BY:

**Finance.
Procurement.
Law.
Administrator.
Clerk of Commission**



1 FIRST FLOOR NEW WORK PLAN
A2.2 SCALE: 1/8" = 1'-0"

FINISH SCHEDULE

ROOM NO.	SPACE	FLOOR	BASE	WALLS	CEILING	CLG. HT.	NOTES
100A	CORRIDOR	2	A	1	A	8'-0"	
100B	CORRIDOR	2	A	1	A	8'-0"	
100C	CORRIDOR	2	A	1	A	8'-0"	
101	OFFICE	1	A	1	A	8'-0"	
102	BREAK ROOM	2	A	1	A	8'-0"	
103	CONFERENCE	1	A	1	A	8'-0"	
104	WOMEN	4	B	2	C	8'-0"	
105	RECEPT	1	A	1	A	8'-0"	
106	MEN	4	B	2	C	8'-0"	
107	OFFICE	1	A	1	A	8'-0"	
108	JAN.	4	B	3	A	8'-0"	
109	OFFICE	1	A	1	A	8'-0"	
109A	CLOSET	1	A	1	A	8'-0"	
110	MECH.	5	A	1	A	8'-0"	
111	OFFICE	1	A	1	A	8'-0"	
112	STOR.	2	A	1	A	8'-0"	
114	DOCKING ROOM	1	A	1	A	8'-0"	
116	SUPPLY	2	A	1	A	8'-0"	
122	I.T.	5	A	4	A	8'-0"	
123	RECORDS WORK ROOM	5	A	1	A	8'-0"	
124	RECORDS OFFICE	5	A	1	A	8'-0"	
131	RECORD STORAGE	3	A	1	-	-	
135	BOUND DOCUMENT STORAGE	5	A	1	A	8'-0"	
136	BOUND DOCUMENT STORAGE	5	A	1	A	8'-0"	
137	PLAN STORAGE	5	A	1	A	8'-0"	

FINISH NOTES

- FNA. ALL PARTITIONS TO BE TYPE PT-1 UNLESS OTHERWISE NOTED
- FNB. PROVIDE TRANSITION STRIP AT INTERSECTION OF DISSIMILAR FLOORING.
- FNC. RESERVED
- FND. RESERVED

MATERIAL SCHEDULE

FLOORING		WALLS	
1	CARPET TILE	1	PAINT GPDW (EGGSHELL) FINISH LEVEL 5
2	SOLID VINYL TILE (TEXAS GRANITE)	2	EPOXY WAINSCOT, SEMI-GLOSS PAINT ABOVE
3	EPOXY CONCRETE	3	EPOXY WAINSCOT, EGGSHELL PAINT ABOVE
4	POURED EPOXY	4	3/4" FIRE TREATED PLYWOOD
5	LUXURY VINYL TILE	CEILING	
BASE		A	2'X2' ATC "A"- FLAT
A	4" RUBBER	C	2'X2' ATC "C"- SCRUBBABLE
B	4" INTEGRAL COVED BASE	G	SUSPENDED GPDW

SPECIAL NOTES

- SN1 15/32" STRUCTURAL SHEATHING PLYWOOD APPLIED OVER GPDW
- SN2 SEE A1.3 FOR PARTITION TYPES
- SN3 INSTALL KNOX BOX 3200 (SURFACE MOUNTED)
- SN4 INSTALL 36"H, 3.5" DIAMETER FIXED SURFACE MOUNTED BOLLARD
- SN5 INSTALL 3" x 3" S.S. CORNER GUARD
- SN6 -

CONSTRUCTION NOTES**DIVISION 2 - SITEWORK**

- 2.311 TRIM TREES & SHRUBS BACK FROM BUILDING.
- 2.312 FENCING AROUND GROUND CONDENSING UNIT (IF ON GROUND). BARBED/ RAZOR WIRE APPROVED.

DIVISION 3 - CONCRETE

- 3.300 INSTALL NEW CONCRETE STAIRS PER ADA H/C WITH 5' x 5' LANDINGS TOP & BOTTOM.
- 3.310 PILASTERS AT FRONT OF BUILDING TO RECEIVE NEW CAPS.

DIVISION 5 - METAL FABRICATIONS

- 5.511 INSTALL NEW RAILINGS & HANDRAIL @ EXISTING STAIR LANDINGS & RAMPS PER IBC & ADA.
- 5.512 INSTALL GUARDRAILS @ 42" ABOVE WALK SURFACE AT ALL LANDINGS, RAMPS & STAIRS > 30" A.F.G.
- 5.520 BRACE EXISTING COLUMNS W/ 3/8" x 4" x 4" STEEL ANGLES. ANCHOR FROM BASE TO PEAK OF ADJACENT COLUMN. THRU-BOLT AT INTERSECTION.
- 5.530 SELECT WALL PANEL REPLACEMENT. MATCH EXISTING, CONTRACTOR TO FIELD VERIFY.

DIVISION 7 - THERMAL & MOISTURE PROTECTION

- 7.412 INSTALL NEW GUTTERS, DOWNSPOUTS & ROOF DRAIN LEADERS TO GRADE W/ SPLASH BLOCKS; D.S. @ 20' O.C.
- 7.620 CLEAN & REFINISH METAL FASCIA & SOFFIT. REANCHOR TO STRUCTURE & ADD ANGLE SUPPORTS.
- 7.621 INSTALL NEW EAVE CLOSURE WITH ROOF; STRUCTURAL CHANNEL & CLOSURE TRIM. ANCHOR PRE-FINISHED METAL TO STRUCTURE PER IBC 2012 105 MPH WIND ES-1.
- 7.622 REPAIR EAVE LEAKS ON LEAN-TO ROOF.

DIVISION 8 - DOORS & WINDOWS

- 8.710 INSTALL NEW DOOR AND FRAME.
- 8.720 INSTALL WINDOW AND FRAME.

DIVISION 9 - FINISHES

- 9.911 CLEAN, PRIME & PAINT ALL EXTERIOR METAL SIDING & TRIM.
- 9.912 CLEAN ALL CANOPIES, RESEAL GUTTERS, PRIME & REPAINT.

DIVISION 10 - SPECIALTIES

- 10.531 REPLACE CANVAS AWNINGS WITH PREFINISHED METAL AWNINGS AT (2) EXISTING EXIT DOORS.

DIVISION 31 - SITE CLEARING

- 31.232 REMOVE SOIL & FILL PLANTER WITH PEA GRAVEL.

DIVISION 32 - EXTERIOR

- 32.121 INSTALL H/C STRIPING, SYMBOLS & SIGNS; VAN & CAR.
- 32.131 REPLACE SIDEWALK, CURB & GUTTER FOR ADA H/C ACCESS TO MAIN ENTRY.
- 32.132 DEVELOP NEW ADA H/C RAMP W/ LANDINGS, RAILINGS & 1:12 MAX SLOPE.



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NOTE: REMOVE ALL GYPSUM DRYWALL & INSTALL ALL NEW 5/8" TYPE "X" GPDW ON ALL WALLS

KEY PLAN:**REVISIONS:**

Date	Description

**RENOVATE FORMER
GOVERNMENT
OFFICES FOR MIXED
OFFICE AND
RECORDS STORAGE**
FOR
CITY OF AUGUSTA
1815 MARVIN GRIFFIN RD, AUGUSTA, GA

DRAWING TITLE

FIRST FLOOR PLAN

PROJECT NO.	17-16	DRAWING NO.
DATE	02-28-2018	
DRAWN BY	-	
PAPER	24"x36"	
ISSUE BID DOCUMENTS		

A1.1

Invitation to Bid

Sealed bids will be received at this office until Thursday, May 10, 2018 @ 11:00 a.m. for furnishing:

Bid Item #18-198 Renovate Building for Mixed Use to Include Records Retention – 1815 Marvin Griffin Road for Augusta, Georgia – Central Services Department – Facilities Maintenance Division

Bid documents may be examined at the office of the Augusta, GA Procurement Department, 535 Telfair Street – Room 605, Augusta, GA 30901. **Plans and specifications for the project shall be obtained by all prime contractors, subcontractors and suppliers exclusively from ARC. The fees for the plans and specifications which are non-refundable are \$185.00.**

It is the wish of the Owner that all businesses are given the opportunity to submit on this project. To facilitate this policy the Owner is providing the opportunity to view plans online (www.e-arc.com) at no charge through ARC Southern (706 821-0405) beginning **Thursday, March 29, 2018**. Bidders are cautioned that submitting a package without Procurement of a complete set are likely to overlook issues of construction phasing, delivery of goods or services, or coordination with other work that is material to the successful completion of the project. Bidders are cautioned that acquisition of documents through any other source is not advisable. Acquisition of documents from unauthorized sources places the bidder at the risk of receiving incomplete or inaccurate information upon which to base his qualifications.

A Mandatory Pre Bid Conference will be held on Tuesday, April 24, 2018 @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 Thursday, April 26, 2018 @ 5:00 P.M. No bid will be accepted by fax, all must be received by mail or hand delivered.

No proposal 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. 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 29 April 5, 12, 19, 2018
Metro Courier March 29, 2018

Revised: 2/2/2016

OFFICIAL



Bid Item #18-198
Renovate Building for Mixed Use to Include
Records Retention - 1815 Marvin Griffin Road
for Augusta, GA - Central Services Department-
Facilities Maintenance Division
Bid Date: Thursday, May 10, 2018 @ 11:00 a.m.

Total Number Specifications Mailed Out: 24
 Total Number Specifications Download (Demandstar): 4
 Total Electronic Notifications (Demandstar): 337
 Total Number Specifications Mailed to Local Vendors: 15
 Mandatory Pre-Bid Conference Attendees: 16
 Total Packages Submitted: 3
 Total Noncompliant: 2

Vendors	Attach. "B"	E-Verify	SAVE Form	Add. 1	Bid Bond	Bid Price	Alternate 1	Compliance Review 10%
Larry Pittman & Associates 1249 Gordon Park Rd Augusta, GA 30901								
SMC 4308 Evans to Loak Rd Evans, GA 30809								
JH Cleveland P. O. Box 142 Evans, GA 30809								
UG Contracting 1065 Big Shanty Rd. Suite 200 Kennesaw, GA 30144	Yes	1297403	Yes	Yes	Yes	\$1,775,000.00	\$18,000.00	YES
Tyler Construction 1456 Edgefield Rd Noth Augusta, SC 29860								
RW Allen 1015 Broad St. Augusta, GA 30901	Yes	1188595	Yes	Yes	Yes	\$1,137,700.00	\$5,000.00	YES
RD Brown 410 Carolina Spring Rd North Augusta, SC 29841								
Heavener & Associates P. O. Box 14129 Augusta, GA 30919	Yes	245503	Yes	Yes	Yes	\$1,506,000.00	\$5,000.00	Non-Compliant
Contract Management 1827 Killingsworth Rd Augusta, GA 30904								
Viking Engineer & Construction 118 Malone St Sandersville, GA 31082								
Cook General Contracting 3120 Frontage Rd Gainesville, GA								

Item # 2

Mandatory Pre-Bid Conference Sign-in Sheet
Bid Item #18-198 Renovate Building for Mixed Use to Include Records Retention – 1815 Marvin Griffin Road
For Augusta, Georgia – Central Services Department-Facilities Maintenance Division
Tuesday, April 24, 2018 @ 10:00 a.m.
PLEASE PRINT

NAME	COMPANY/DEPT.	ADDRESS/CITY/STATE/ ZIP CODE	TELEPHONE NUMBER	FAX NUMBER	EMAIL	Prime/Sub
1. Darrell White <i>Darrell White</i>	Procurement	535 Telfair Street, Suite 605 Augusta, GA 30901	706-821-2423	706-821-2811	probidandcontract @augustaga.gov	
2. Nancy Williams	Procurement	535 Telfair Street, Suite 605 Augusta, GA 30901	706-821-2888	706-821-2811	probidandcontract @augustaga.gov	
3. PATRICK BOYKIN	LAVENDER & ASSOCIATES, INC.	300 PULASKI RD. STATESBORO, GA 30459	912-489-4677	912-764-AZZ6	LAOFFICE@LAVENDERH.NET	PRIME
4. JONAH WILLIAMS	LAREY PITMAN ASSOCIATES	1249 GORDON ROAD ROAD AUGUSTA, GA 30901	706-724-7602	706-724-7604	twilliams@ LPA-GA.COM	PRIME
5. BLAIR MUTIMER	SMC.	4308 Evans to Locks Rd Evans, Ga 30809	706-825-7117		blair@blairconstruction, US	Prime
6. Roger Whitaker	JH Cleveland	PO Box 142 Evans, GA 30809	706-860-3739	706-860- 9039	roger@ jhcleveland.com	Prime
7. Chip Scully	UG CONTINGENT	1065 Big SHANTY RD. SUITE 200 KENNESAW, GA 30144	678.635.6321		cscully@ ugnational.com	PRIME

Mandatory Pre-Bid Conference Sign-in Sheet
Bid Item #18-198 Renovate Building for Mixed Use to Include Records Retention – 1815 Marvin Griffin Road
For Augusta, Georgia – Central Services Department-Facilities Maintenance Division
Tuesday, April 24, 2018 @ 10:00 a.m.
PLEASE PRINT

NAME	COMPANY/DEPT.	ADDRESS/CITY/STATE/ ZIP CODE	TELEPHONE NUMBER	FAX NUMBER	EMAIL	Prime/Sub
8. Tom Rehder	ZKM Architects	529 Greene Street Augusta, GA 30901	706.734.3777		trehder@zkmarchitects.com	
9. Otis Barrow	Tyler Const.	1456 Edgefield Rd N. Augusta 29800	803-509 1487		Obarrow@tyler-construction.com	Prime
10. Chris Lehi	ZKM ARCHITECTS, INC	529 GREENE STREET AUGUSTA GA 30901	706-736-3333		CLLEHI@ZKMARCHITECTS.COM	
11. Jonathan Saul	RW Allen	1015 Broad St. Augusta GA 30901	706-733-2800		jsaul@rwallen.com	
12. Donald Coleman	RD Brown	410 Carolina Springs Rd N. Aug S.C 29841	803-279-3176		dcoleman e brown trustedh.com	G.C.
13. Lane Skinner	Heavener & Assoc.	PO Box 19129 Augusta GA 30919	706-399-0871		lane@heavenerconstruction.com	GC
14. Barrett Bowden	Contract Management INC.	1827 KILWINGSWORTH ROAD AUGUSTA GA 30904	706.667.9033	706.667.9034	barrett@contractmanagementinc.com	Private
15. Billy Wiggins	Viking Eng & Const Mgt LLC	118 Malone St. Sandersville, GA 31082	(478) 232-3846		bwiggins@vikingeng.com	G.C.

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Mandatory Pre-Bid Conference Sign-in Sheet
 Bid Item #18-198 Renovate Building for Mixed Use to Include Records Retention – 1815 Marvin Griffin Road
 For Augusta, Georgia – Central Services Department-Facilities Maintenance Division
 Tuesday, April 24, 2018 @ 10:00 a.m.
 PLEASE PRINT

373

NAME	COMPANY/DEPT.	ADDRESS/CITY/STATE/ ZIP CODE	TELEPHONE NUMBER	FAX NUMBER	EMAIL	Prime/Sub
16. Barbara Sanderson	Central Services Department	2670 Peach Orchard Rd Augusta, Ga 30906	706-432-5254	-	lsanderson@augustaga.gov	
17. Lauren Saul	augustaga.gov / Isbop - directory Compliance	535 Tellair St. suite 710 Augusta GA 30901	706-826-4789		lsaul@augustaga.gov	
18. Rick Acree	CENTRAL SERVICES		706-821-1595		racree@augustaga.gov	
19. Charles Ware	Charles W Ware LLC	Augusta, GA	770-630-1389		Charles Ware LLC BGM/Sab, Ga	
20. Alex Green	Cook General Contracting	Chainsville, GA	678-935-2227	678-971-1012	alex@cookgeneralcontracting.com	Prime
21.						
22.						
23. Item # 2						



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 "DRA".

TO: Ms. Geri Sams, Director, Procurement Department

THROUGH: Mrs. Takiyah A. Douse, Director, Central Services Department

DATE: August 1, 2018

SUBJECT: Bid Item #18-198 Renovate Building for Records Retention

Bids were received for the referenced project on May 10, 2018. The lowest compliant bid was submitted by R. W. Allen and Associates of Augusta, Georgia, in the amount of \$1,142,700.00. This includes the base bid of \$1,137, 700.00, and Add Alternate 1, in the amount of \$5,000.00, for removal of remaining physical items within the building.

Central Services recommends award to the low bidder, R. W. Allen and Associates. Please obtain any additional required documentation from the vendor and confirm when this information has been received. This department will then place this item on the MuniAgenda.

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: Takiyah A. Douse
Laquona Sanderson

User: Williams, Nancy

Organization:

City of Augusta, GA (Augusta Commission)

[Logout](#)[My DemandStar](#)[Buyers](#)[Account Info](#)[Log Bid](#)[\[View Bids \]](#)[View Quotes](#)[Supplier Search](#)[Build Broadcast List](#)

Planholders List

Member Name City of Augusta, GA (Augusta Commission)**Bid Number** ITB-18-198-0-2018/nw**Bid Name** Renovate Building for Mixed Use to include Records Retention**1 Document(s) found for this bid**

4 Planholder(s) found.

[Add Planholder](#)

Supplier Name 	Phone	Fax	Doc Count	Attributes	Programs	Actions
Greene Refrigeration Inc	7245536788		1			Documents
McGraw-Hill	8506563770	8506562523	1			Documents
Raymond Engineering- Georgia, Inc.	7704839592	7704838082	1			Documents
Thompson Building Wrecking Co., Inc.	7067221432	7067221432	1			Documents

Page 1 of 1

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ALLEN-BATCHELOR CONSTRUCTION
ATTN: FLETCHER DICKERT
1063 FRANK INDUSTRIAL DRIVE
AUGUSTA, GA 30909

R.W. ALLEN
ATTN: CHUCK MCREE
1015 BROAD STREET
AUGUSTA, GA 30901

TWO STATE CONSTRUCTION
2292 WASHINGTON RD
THOMSON, GA 30824

RCN CONTRACTING
ATTN JIM NEWMAN
1115 FRANKIE PLACE COURT
AUGUSTA GA 30909

KUHLKE CONSTRUCTION
3704 BENCHMARK DRIVE
AUGUSTA, GA 30909

S. D. CLIFTON CONSTRUCTION
4323 WHEELER ROAD
AUGUSTA, GA 30907

DABBS-WILLIAMS GC
ATTN JAY JAMES
319 S WALNUT STREET
STATESBORO GA 30459

MRC CONSTRUCTION
2203 WILLIS FOREMAN ROAD
HEPHZIBAH, GEORGIA 30815

R.D. BROWN CONSTRUCTION
410 CAROLINA SPRINGS ROAD
NORTH AUGUSTA, SC 29841

HEAVENER AND ASSOCIATES
CONSTRUCTION
P.O. BOX 14129
AUGUSTA, GA 30919

ATTN: LARRY MCCORD
LARRY MCCORD DESIGN/BUILD
2016 HIGHLAND AVENUE
AUGUSTA, GA 30904

MIDWEST MAINTENANCE
ATTN: ANDREW DEBROSSE
4268 BELAIR FRONTAGE #B
AUGUSTA, GA 30909

ATTN: PAT PATRICK
MCKNIGHT CONSTRUCTION CO
P. O. BOX 204718
AUGUSTA GA 30917

ATTN: JAMES WILLIAMS
CONTRACT MANAGEMENT, INC.
P. O. BOX 3833
AUGUSTA, GA 30914

B.R. WALDEN CONSTRUCTION
2320 WALDEN DRIVE
AUGUSTA, GEORGIA 30904

JBC CONSTRUCTION
118 N BELAIR ROAD SUITE 1
EVANS GA 30809

HBJ ENTERPRISES
2124 PEPPERIDGE DR.
AUGUSTA, GA 30906

BLOUNT'S COMPLETE HOME SERVICE
ATTN: JIMMY BLOUNT
2907C TOBACCO ROAD
HEPHZIBAH, GA 30815

TWENTIETH CENTURY CONST.
ATTN: CARL JORDAN
2106 KELLY STREET
AUGUSTA, GA 30904

ACC CONSTRUCTION CO
635 NORTHWEST FRONTAGE
AUGUSTA, GA 30907

CONTINENTAL CONSTRUCTION
4190 CROSSTOWNE COURT
EVANS, GA 30809

J & B CONSTRUCTION
ATTN: JEROME JONES
3550 GORDON HWY
GROVETOWN, GA 30813

SHEARER CONSTRUCTION
ATTN: ROBBIE SHEARER
P. O. BOX 2570
EVANS, GA 30809

SOMMERS CONSTRUCTION
ATTN: PATRICK SOMMERS
4889 SOMERSET DRIVE
EVANS, GA 30809

TAKIYAH DOUSE
AUGUSTA CENTRAL SERVICES DEPT-
FACILITIES MAINTENANCE DIVISION

RICK ACREE
AUGUSTA CENTRAL SERVICES DEPT-
FACILITIES MAINTENANCE DIVISION

KELLIE IRVING
COMPLIANCE

BID ITEM #18-198
RENOVATE BUILDING FOR MIXED USE
TO INCLUDE RECORDS RETENTION
1815 MARVIN GRIFFIN ROAD
FOR AUGUSTA CENTRAL SERVICES
DEPT-FACILITIES MAINTENANCE
BID DUE: THUR 05/10/18 @ 11:00 A.M.

BID ITEM #18-198
RENOVATE BUILDING FOR MIXED USE
TO INCLUDE RECORDS RETENTION
1815 MARVIN GRIFFIN ROAD
FOR AUGUSTA CENTRAL SERVICES
DEPT-FACILITIES MAINTENANCE
BID MAILED: MARCH 29, 2018

259231334	rl construction group 2018-04-06	bdelco@yahoo.com DeLoach, Bill	N	NOM
	rl construction group 2018-04-06	rlconstructiongroup@gmail.com Lee, Rachael		
812719440	saboar construction llc 2018-04-06	msaboar@saboarconstruction.com abdus-saboar, musa	Y	AFA
462591990	sanders building service inc. 2018-04-06	sandersjohn34@gmail.com sanders, john	N	NOM
582264964	southpaw communications 2018-04-06	vfarmer@southpawcomm.com farmer, vada	Y	AFA
255430917	space managementcapi 2018-04-06	dnemec@spaceplan.gatech.edu space management, capital planning	N	NOM
254397445	yearwoodjay 2018-04-06	jayyearwood@hotmail.com yearwood, jay	N	NOM

ETHNIC GROUP	COUNT
African American	409
Asian American	40
Native American	24
Hispanic/Latino	48
Pacific Island/American	2
Non Minority	1227
Not Classified	0
Total Number of Vendors	1750
Total Number of Contacts	2653

PR_bid_email_list

Bid 18-198

Georgia Procurement Registry Summary

Item # 2

**Compliance Department**

Kellie Irving
Compliance Director

MEMORANDUM

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

From: Kellie Irving, Director, Compliance Department

Date: May 18, 2018

Subject: Renovate Building for Mixed Use to Include Records Retention – 1815 Marvin Griffin Road
Bid Item # 18-198

☒ 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, Union Group, LLC dba UG Contracting. Augusta, Georgia code requires contractor(s) to meet the assigned LSBOP Utilization Goal or provide evidence of completing good faith efforts on state and local funded projects.

The goal established for the Renovate Building for Mixed Use to Include Records Retention – 1815 Marvin Griffin Road for Augusta, Georgia, Bid Item #18-198, is 10%. The bidder/offeror has committed to a minimum of 10% and has satisfied the good faith efforts. **This bidder/offeror is eligible for award.**

Should this bidder/offeror be selected for this bid, upon award, the DBE Division will monitor the Contractor on a monthly basis to help ensure that they meet or exceed their committed goal for this project.

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

**Compliance Department**

Kellie Irving
Compliance Director

MEMORANDUM

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

From: Kellie Irving, Director, Compliance Department

Date: May 18, 2018

Subject: Renovate Building for Mixed Use to Include Records Retention – 1815 Marvin Griffin Road
Bid Item # 18-198

☐ 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, Heavener and Associates Construction Co. Inc. Augusta, Georgia code requires contractor(s) to meet the assigned LSBOP Utilization Goal or provide evidence of completing good faith efforts on state and local funded projects.

The goal established for the Renovate Building for Mixed Use to Include Records Retention – 1815 Marvin Griffin Road for Augusta, Georgia, Bid Item #18-198, is 10%. The bidder/offeror did submit the required forms and is responsive. In addition, the bidder/offeror did not meet the minimum participation with a LSBOP firm and did not pass good faith efforts. Bidder has 0% utilization.

The bidder/offeror has not satisfied good faith efforts and is non-compliant with the Local Small Business Opportunity Program; **therefore this bidder is not eligible for award.**

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

COMPLIANCE DEPARTMENT
535 Telfair Street Suite 710 Augusta, GA 30901
(706) 821-2406 Fax (706) 821-4228
WWW.AUGUSTAGA.GOV

Item # 2



Compliance Department

Kellie Irving
Compliance Director

MEMORANDUM

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

From: Kellie Irving, Director, Compliance Department

Date: May 18, 2018

Subject: Renovate Building for Mixed Use to Include Records Retention – 1815 Marvin Griffin Road
Bid Item # 18-198

☐ 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, R. W. Allen Construction, LLC. Augusta, Georgia code requires contractor(s) to meet the assigned LSBOP Utilization Goal or provide evidence of completing good faith efforts on state and local funded projects.

The goal established for the Renovate Building for Mixed Use to Include Records Retention – 1815 Marvin Griffin Road for Augusta, Georgia, Bid Item #18-198, is 10%. The bidder/offeror did submit the required forms and is responsive. In addition, the bidder/offeror did not meet the minimum participation with a LSBOP firm and did not pass good faith efforts. Bidder has 0% utilization.

The bidder/offeror has not satisfied good faith efforts and is non-compliant with the Local Small Business Opportunity Program; **therefore this bidder is not eligible for award.**

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

SETTLEMENT AGREEMENT

This document sets forth the terms and conditions of the Settlement Agreement (hereinafter "Agreement") by and between **R.W. Allen, Construction, LLC** (hereinafter "R.W. Allen") and **Augusta, Georgia** (hereinafter "Augusta"). The term "Augusta", as used herein, shall be defined to include all current and former commissioners, employees, servants, agents, officials, insurers, and attorneys, in their official capacities, as well as their predecessors, successors, and assigns, both jointly and severally. In consideration of the mutual covenants and agreements set forth below, the Parties agree as follows:

RECITALS

Augusta initiated an Invitation to Bid for the renovation of a building for mixed use to include records retention at 1815 Marvin Griffin Road in Augusta, Georgia (hereinafter "Bid 18-198"). Augusta has a Local Small Business Opportunity Program (hereinafter "LSBOP") which set a ten percent (10%) LSBOP goal on Bid 18-198. R.W. Allen, along with other construction companies, submitted submittals to Bid 18-198. On the Local Small Business Utilization Plan (hereinafter "Plan"), R.W. Allen indicated that it was able to meet a LSBOP goal of two percent (2%) and attached its good faith effort documentation. On or about June 4, 2018, R.W. Allen was provided a letter from Augusta that indicated there was a finding from Augusta's Compliance Department that R.W. Allen failed to comply with the LSBOP requirements of Bid 18-198. On or about June 12, 2018, R.W. Allen provided a bid protest letter wherein it disagreed with the Compliance Department's findings that it did not comply with the LSBOP requirements of Bid 18-198. The Augusta, GA, Code Section 1-10-81(b) gives the Procurement Director and Administrator the authority to settle and resolve bid protests prior to a final decision by the Commission. Additionally, the Compliance Director determined the terms of this Settlement Agreement. The Parties mutually agree to resolve the protest submitted by R.W. Allen in accordance with the terms of this Agreement.

NOW THEREFORE, The parties agree as follows:

1. TERMS OF SETTLEMENT.

- A. R.W. Allen will meet or exceed a two and seven tenths percent (2.7%) LSBOP goal to be specified in its amended Plan provided to Augusta for Bid 18-198 if it is awarded the contract for Bid 18-198. Exhibit A, attached hereto, is R.W. Allen's amended Plan, which reflects its commitment to meet or exceed the LSBOP goal. Augusta will supplement the amended Plan in its records, and it will set aside the good faith efforts documentation previously provided.
- B. The Parties mutually agree to set aside R.W. Allen's bid protest on Bid 18-198, and Augusta will allow R.W. Allen's bid to proceed to the next stage of the competitive selection process with no adverse consequences as a result of entering into this Agreement.

- C. In the unlikely event that R.W. Allen does not meet the two and seven tenths percent (2.7%) LSBOP goal set for Bid 18-198, R.W. Allen shall pay Augusta an amount that reflects the unutilized portion of the goal. For example, if the total price of R.W. Allen's submittal is one-million dollars (\$1,000,000.00) and qualified LSBOPs are awarded two percent (2%) of the project or twenty thousand dollars (\$20,000.00), then R. W. Allen would be required to pay Augusta seven tenths of a percent (0.7%) or seven thousand dollars (\$7,000.00).

2. ATTORNEY'S FEES AND COURT COSTS. As between R.W. Allen and Augusta, each party shall bear its own attorney's fees and expenses and costs incurred in connection with the protest, the settlement and the matters and documents referred to herein.

3. EXECUTION. R.W. Allen and Augusta represent and warrant that the persons executing this Agreement are duly authorized to do so, that this Agreement constitutes a valid and binding obligation, and that said persons are authorized to act on behalf of all persons or entities described in this agreement.

4. SUCCESSORS. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors and assigns.

5. ENTIRE AGREEMENT. R.W. Allen and Augusta hereby agree and represent that no promise or agreement not herein expressed has been made to either Party that this Agreement contains the entire understanding of the Parties in regard to the matters contained herein, and that the terms of this Agreement are contractual and not merely a recital.

SIGNATURES ON FOLLOWING PAGE

IN AGREEMENT HERETO, the R.W. Allen and the below representatives of Augusta, Georgia set their hand and seal.

R.W. Allen, Construction, LLC

By: 

As Its: **EXECUTIVE VP**

Augusta, Georgia


Kellie Irving

Compliance Director


Janice Allen Jackson

Administrator


Gen Sams

Procurement Director



Administrative Services Committee Meeting
9/11/2018 1:20 PM
FY2019 Annual Action Plan

Department: Housing and Community Development

Presenter: Hawthorne Welcher, Jr.

Caption: Motion to approve publication of the proposed budget allocations for the required 30-Day Public Comment Period and subsequent submission by Augusta Housing and Community Development of the FY2019 Annual Action Plan for the following programs funded by the U.S. Department of Housing and Urban Development (HUD): Community Development Block Grant (CDBG) Program, Home Investment Partnerships (HOME) Program, Emergency Solutions Grant (ESG) Program, and the Housing Opportunities for Persons With AIDS (HOPWA) Program.

Background: In order to fulfill statutory and regulatory requirements mandated by the U.S. Department of Housing and Urban Development with regard to the FY2019 Annual Action Plan, the City of Augusta, Georgia is required to make available for public comment the FY2019 Annual Action Plan that provides the jurisdiction an opportunity to review the City of Augusta's Housing and Community Development Department's local strategy to address needs in the area's of community development, economic development, affordable housing and homelessness. Below is a listing of the projected allocations and projected Program Income: Program Estimated Allocations (\$'s)/Estimated Program Income(\$'s) CDBG - \$1,723,043/\$200,000, HOME - \$992,568/\$235,000, HOPWA - \$1,058,968/\$0, ESG - \$148,479/\$0 Total Allocation: \$3,923,058, Total Program Income: \$435,000 Total Allocation + Total Program Income: \$4,358,058. In compliance with the U.S. Department of Housing and Urban Development regulatory requirements, each annual update to the Consolidated Plan in the form of an Annual Action Plan must be presented to the public for a 30-day comment period.

Analysis: If approved by the Augusta-Richmond County Commission, the Housing and Community Development Department will be

Cover Memo

Item # 3

capable of funding these projects in accordance with the submission of the FY2019 Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD). After the 30-day public comment period, HCD will come before Commission for final approval ahead of HUD's Statutory Submission Deadline of 11/15/18. HUD will determine the City's final budget allocations based on congressional approval. This typically happens in the months of June or July each year. After HUD provides us with the final allocation, they will request resubmission during Calendar Year 2019 of final projects. At that time, the Commission will have the opportunity to revise, if you deem a revision necessary or appropriate.

Financial Impact: If approved by the Augusta-Richmond County Commission, the FY2019 Annual Action Plan will allow for the Housing and Community Development Department to continue to provide funding for needed services and housing projects for low-to-moderate-income households throughout the City of Augusta, Georgia.

Alternatives: None recommended.

Recommendation: Approve publication of the proposed budget allocations for the required 30-Day Public Comment Period and subsequent submission by Augusta Housing and Community Development of the FY2019 Annual Action Plan.

Funds are Available in the Following Accounts: Not applicable

REVIEWED AND APPROVED BY:

**Finance.
Law.
Administrator.
Clerk of Commission**

2019 One Year Action Plan - Program Allocations Summary		
Community Development Block Grant - Poverty Reduction Programs (9.5%)		
Action Ministries	\$20,000.00	1.04%
Augusta Mini Theatre	\$40,000.00	2.08%
CSRA Business League	\$20,000.00	1.04%
CSRA EOA - M. Barnes Homeless Resource Center	\$29,400.00	1.53%
MACH Academy	\$30,000.00	1.56%
Salvation Army Augusta Area Command - Skills Training	\$22,800.00	1.19%
United Way of the CSRA - VISTA Program	\$20,160.00	1.05%
Total Proposed funding for Poverty Reduction Programs		\$182,360.00
Community Development Block Grant - Special Purpose Programs (2.16%)		
CSRA EOA - Sibley Street Permanent Housing	\$41,550.00	2.16%
Total Proposed funding for Special Purpose Programs		\$41,550.00
Community Development Block Grant - Public Service Budget (11.66%)		
Total Proposed Funding for Public Services		\$223,910.00
Community Development Block Grant - Public Facility Budget (2.41%)		
Public Facility	\$46,334.00	2.41%
Total Proposed Funding for Public Facilities		\$46,334.00
Community Development Block Grant -Housing Development Programs (44.63%)		
Permanent Supportive Housing Project	\$25,000	1.30%
Housing Rehabilitation	\$675,000	35.10%
Affordable Housing Creation	\$83,190	4.33%
Activity Delivery Costs	\$75,000	3.90%
Total Proposed Funding for Housing Development Programs		\$858,190
Community Development Block Grant - Economic Development Programs (21.32%)		
Special Economic Development	\$140,000	7.28%
Workforce Development	\$70,000	3.64%
Facade Program	\$100,000	5.20%
Business Development-Loans and Guarantees	\$100,000	5.20%
Total Proposed Funding for Economic Development Activities		\$410,000
Community Development Block Grant - Planning & Grants Administration (20.00%)		
Planning & Entitlement Grants Administration	\$359,609	18.70%
Fair Housing	\$25,000	1.30%
Total Proposed Funding for Planning & Grants Administration		\$384,609
Total CDBG Funding Proposed for Program Activities		\$1,923,043

HOME Investment Partnership Grant - Housing Development (90%)		
Housing Redevelopment Initiative	\$720,676	58.71%
Homeowner Assistance Program	\$200,000	16.29%
Community Housing Development Organization: Projects	\$184,135	15.00%
Total Proposed Funding for Housing Development	\$1,104,811	
HOME Investment Partnership Grant - Program Administration (10% cap)		
HOME Program Administration	\$122,757	12.37%
Total Proposed Funding for Planning & Grants Administration	\$122,757	
Total HOME Funding Proposed for Housing Development	\$1,227,568	
Emergency Solutions Grant - Rapid Rehousing and Homelessness Prevention (51.5%)		
CSRA EOA - Homeless Prevention	\$17,343	11.68%
SAFEHOMES - Rapid Rehousing	\$25,000	16.84%
Action Ministries	\$50,000	33.67%
Total Street Outreach/Shelter Operations	\$92,343	
Emergency Solutions Grant - Shelter Operations (42%)		
Salvation Army	\$20,000	13.47%
Safe Homes	\$25,000	16.84%
Total Street Outreach/Shelter Operations	\$45,000	
Emergency Solutions Grant - Program Administration (7.5% cap)		
ESG Administration	\$11,136	7.50%
Total Proposed Funding for ESG Admin	\$11,136	
Total ESG Funding Proposed for Homeless Services	\$148,479	
Housing Opportunities for Persons with AIDS Grant - Program Activities (97%)		
HOPWA Services	\$545,387	51.47%
HOPWA Housing	\$482,534	45.53%
Total HOPWA Proposed for Program Activities	\$1,027,921	
Housing Opportunities for Persons with AIDS Grant - Program Administration (3% cap)		
HOPWA Program Administration	\$31,791	3.00%
Total HOPWA Funding Proposed for Housing and Services	\$1,059,712	
TOTAL PROPOSED 2017 ONE YEAR ACTION PLAN BUDGET	\$4,312,468	



HCD Annual Action Plan

FY2019

FY2019

Enclosed are the brief narrative descriptions of the Activities and Projects proposed for funding under the City of Augusta's Projected Allocations of HUD Funding for FY2019

Summary of FY19
Activity Funding
Recommendations



CDBG Funding Recommendation Process

Augusta Housing and Community Development (AHCD) utilizes a three-tier review process to determine the agencies / entities that are recommended for funding under the Department's Annual Action Plan process for competitively awarded HUD grants under Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG) and Housing Opportunities for Persons with AIDS (HOPWA).

Tier I: Eligibility Review (Submission Deadline and Basic Qualifications to Establish an Applicant as Eligible for AHCD's HUD Funding programs)

On-Line Application Submission

- Mandatory Application Workshop
 - Must be present at workshop to move towards Application Phase
- AHCD Application On-Line
 - First Day online (day after Mandatory Application Workshop)
 - 90-Day Timeline for Completion
 - Submission Deadline (5:00 PM)

Tier II: Pre-Qualification Threshold Requirements

1. Copy of IRS 501©(3) Form
 - Must have attained status for at least 12 months,
 - Or Have 12 months experience, operating under another organization or entity that has this designation,
 - Or be a governmental entity proposing to serve Augusta, GA residents.
2. Georgia Secretary of State Certification & License (if applicable)
 - Applicant must be registered/licensed to do business in the State of Georgia at the time of application
3. Audit or Financial Statements
 - Applicant must provide a financial statement covering the past 12-month period
4. Written Financial Management Procedures
 - Applicant must submit copy of written financial management procedures (re: tracking cash/receipts/disbursements, budgeting, purchasing/procurement & program income)

Tier III: Individual Staff Review and Scoring and Team Review and Scoring

The criteria used at both the Individual and Team Review levels for scoring eligible applications are as follows:

Application Evaluation (100 points total)

1. Low Income Emphasis (25 points max.)
 - Extent to which the project proposes to serve a higher % of low to moderate income persons than is required by HUD.
2. High Priority Need(s) in Year 2015-2019 Consolidated Plan (15 points max.)
 - Extent the project addresses needs identified as "High Priority" in the 5-Year Consolidated Plan

3. Leveraging and Quality of Program Design (20 points max.)
 - Extent to which other funds & volunteer labor has been committed to the proposed activity
4. Operational Capability and Experience (20 points max.)
 - Applicant's ability to develop and carry out the proposed project in a reasonable time and successful manner
5. Financial Capability and Experience (20 points max.)
 - Applicant's capability to handle financial resources and follow procedures for effective control

Funding Recommendations – CDBG: Funds are awarded to applicants that passed Tier I and Tier II criteria and achieved a minimum score of 70 (on the 100-point scale described above). Scores are then adjusted so that the highest score of eligible applications is curved to 100% to allow for prorated funding level recommendations (i.e. the highest scoring CDBG application in FY2019 scored 88, so a 12-point curve was applied to all recommended applications). Funding levels are then determined by the following steps:

- The available funding (15% of the total CDBG Allocation of \$1,649,350, or \$265,200) was divided by the number of eligible applicants (11) to derive a baseline allocation (i.e. \$265,200 divided by 11 Applicants is approximately \$24,000 each).
- With this \$24,000 baseline, applicants are then recommended for funding at the % of this baseline that is commiserate with their curved application score (i.e. curved score of 100=\$24,000, curved score of 80 = \$19,200).

Funding Recommendations – ESG: Funds are divided by HUD Regulation into two broad categories, Rapid Rehousing / Homelessness Prevention and Shelter Operations / Street Outreach. The strategic desire of the City of Augusta's Consolidated Plan calls for approximately 50% of our annual ESG allocation to go toward the Rapid Rehousing / Homelessness Prevention category. Based on the applications received, the FY2019 Allocation Recommendations include a proposed 49.7% allocation to Rapid Rehousing / Homelessness Prevention and 42.8% allocation to Shelter Services. Funds within these categories are then divided evenly among the eligible applications recommended for funding. Housing Opportunities for Persons with AIDS (HOPWA) 2019 Application review Process.

Funding Recommendations – HOPWA

- Each application reviewed by 3 individuals (Housing Coordinator, Housing Manager & Deputy Director)
- A score of 70 is required for funding (70=100%)
- All scores averaged and percentage computed based on a score of 70=100%
- Funding recommendation based on application amount x average percentage
- Internal control of no more than \$500,000 for all funding years implemented
- Final funding recommendation based on the full initial funding recommendation or partial funding to meet internal control requirement

(Example shown on next page)

Examples:

	Organization A	Organization B	Organization C
Raw Scores	75 44 72	60 58 34	82 79 27
Average Score = Raw Total/3	63.667	50.6	62.67
Average Percentage = Avg. Score/70	90.95%	72.38%	89.5%
Funding Request	\$244,648.00	\$214,072.00	\$277,858.00
Initial Recommendation = Funding Request x Avg. %	\$222,513.00	\$154,947.00	\$203,897.00
Current Funds Available	\$307,000.00	\$500,000.00	\$125,000.000
Internal Control Difference = 500k – Available Funds	\$193,000.00	\$0.00	\$375,000.00
Final Funding Recommendation	\$193,000.00	\$0.00	\$203,897.00

Community Development Block Grant - Poverty Reduction Programs

Applicant Agency	Funding Request	Funding Recommendation
Action Ministries	\$20,000.00	\$20,000.00
Funding will be used to support Permanent Supportive Housing, which provides onsite resident services and Shelter Plus Care services to up to 13 Homeless individuals who reside at Maxwell House Apartments. This grant will cover administrative and management activities. The program includes intensive case management, life skills training, job readiness training, and health care resources. Funding will cover staff salary, fringe benefits and some program materials and supplies.		
Augusta Mini Theatre	\$50,000.00	\$40,000.00
Funding will be used to support the Artistic Instruction program to include piano, dance, and drama for low income youths and senior citizens. Augusta Mini Theatre reaches low to moderate low-income children and youth starting at age 6 and also to senior citizens. Funding will assist with the salaries for instructors.		
CSRA Business League	\$20,000.00	\$20,000.00
The Youth Entrepreneur program will target low and moderate income youth in the Laney - Walker and Bethlehem Community, who have the desire and mental attitude to become business owners. The Youth Entrepreneur Program will focus on enhancing the quality of life of those students participating in the program by developing the skills needed to become successful in their endeavors, either while in the program or later in their chosen vocations.		
CSRA EOA - M. Barnes Homeless Resource Center	\$19,400.00	\$29,400.00
Centralized Intake and Assessment Center - provide intake and assessment services for homeless families and individuals in order to connect them with services to assist them out of homelessness. Funding will assist with the salary for Case Management Staff.		
MACH Academy	\$30,000.00	\$30,000.00
Stimulation for Your Mind and Body – will provide academic intervention, STEM sessions, technology, recreation and pro-social enrichment in a safe and positive environment. The funding supports cost related to projects that provides afterschool and summer camp through education that include mentoring, tutoring, academic support services, intervention, technology, recreation and pre-social enrichment in a safe and positive environment and tennis instructions. This project's funding will support Materials/Supplies, Insurance Bonding, Audit, Contract Staff.		
The Salvation Army - Augusta Area Command	\$30,000.00	\$30,000.00
The funding will be used to support cost of agency's Center of Hope Job Skills – Provide life skills, employment training program, 3 months free. Funding will cover a portion of program supplies, salaries, utilities and training materials		

United Way of the CSRA – VISTA Program	\$32,024.00	\$32,024.00
Stimulation for Your Mind and Body – will provide academic intervention, STEM sessions, technology, recreation and pro-social enrichment in a safe and positive environment. The funding supports cost related to projects that provides afterschool and summer camp through education that include mentoring, tutoring, academic support services, intervention, technology, recreation and pre-social enrichment in a safe and positive environment and tennis instructions. This project's funding will support Materials/Supplies, Insurance Bonding, Audit, Contract Staff.		

Community Development Block Grant – Special Purpose

CSRA EOA – Sibley Street Permanent Supportive Housing (Support Services)	\$41,550.00	\$41,550.00
Permanent Supportive Housing provides onsite resident services and Shelter Plus Care services to up to 7 Homeless families who reside at Sibley Street residences. This grant will cover administrative and management activities. The program includes intensive case management, life skills training, job readiness training, and health care resources.		
Public Facility Renovation	\$46,334.00	\$46,334.00
Funding allocation to support the development and / or renovation of a community based facility meant to address the special needs population of local low to moderate income residents of the community (i.e. day shelter services, workforce development / job training, etc.).		

Community Development Block Grant – Housing Development Programs

Permanent Supportive Housing Project	\$25,000.00
Leverage funding to support partnered development of additional units of Permanent Supportive Housing to address the needs of the Chronically Homeless in the community.	
Housing Rehabilitation	\$675,000.00
Provide minor home improvements for income-eligible homeowners to correct health and safety concerns and/or interior deteriorations to meet minimum Housing Quality Standards (HQS) and local Code Compliance.	
Affordable Housing Creation	\$83,190
Phase II development of affordable housing for homeless Veterans	
Activity Delivery Costs	\$75,000.00
Allocation for staffing costs related to the delivery of activities in this Action Plan.	

Community Development Block Grant – Economic Development Programs

Special Economic Development	\$140,000.00
Assisting local Businesses via assessing existing conditions and local resources and marketing of Abandoned or Prime Real Estate Locations within low-mod area which would bring employment opportunities to low and moderate income residents estimates to assist, at a minimum, 2 businesses and create 5 FTE jobs for low and/or moderate income persons in Augusta-Richmond County.	
Workforce Development	\$70,000.00
Partnership with City of Augusta License and Inspection Division to afford income eligible business owners a grant for payment of Business License fees. Partnership with local Unions (i.e. Plumbers, Steamfitters Union of the CSRA and IBEW@ Local Union 1579, etc.) to afford income eligible apprentices a grant for fees for certification and licensing. Additional funding, contingent on grant availability, may be awarded for tools and equipment in some trades.	
FAÇADE Grant Program	\$100,000.00
Businesses located in targeted Economic Development Areas may apply for funds for specified exterior building improvements including lighting, signage or awnings, murals and art. Businesses must adhere to certain design guidelines and have all the necessary approvals to be eligible.	
Business Development Loans and Guarantees	\$100,000.00
The funding will assist new and existing small businesses to create and/or retain jobs for low and moderate income persons.	

Community Development Block Grant – Planning and Grants Administration

Planning and Entitlements Grants Administration	\$305,179 .00
The funds are used for the general administration of the Augusta Housing & Community Development Departments of the CDBG Program.	
Fair Housing	\$54,691.00
This funding will be used for educational outreach activities to educate the public about Fair Housing Law and rights of citizens. Fair Housing outreach materials will continue to be disseminated to different entities such as housing counseling agencies throughout the city. Additional funding has been allocated in the FY18 Proposed Allocation Budget to cover the City of Augusta's anticipated costs on the HUD mandated Affirmatively Furthering Fair Housing study that must be completed in advance of the City's next Consolidated Plan submission.	

HOME Investment Partnership

Housing Redevelopment Initiative	\$720,676.00
The funding will be used to support costs related to acquisition, clearance demolition and construction of affordable housing in low income neighborhoods.	
Homeowner Assistance Program	\$200,000.00
The funding will be used to support the continuation for the City's Down Payment Assistance Program. Down payment assistance and closing costs will be subsidized for purchase of affordable houses for first-time homebuyers.	
CHDO: Projects	\$184,135.00
The funds are reserved for capacity-building and project development by CHDOs involved in affordable housing development projects. This amount represents a 15% set-aside of HOME funds.	
HOME Administration	\$122,757.00
These funds will be used to pay for general administration of HOME Program.	

Emergency Solutions Grant – Rapid Rehousing and Homelessness Prevention

CSRA Economic Opportunity Authority, Inc.	\$25,000.00
Funding will be used for the provision of homelessness prevention services to persons referred through the community's Homeless Resource Center (single individuals and families). Program funding will cover case management, supplies, rental and utilities assistance.	
SAFEHOMES Domestic Violence Shelter	\$25,000.00
Funding will be used for the provision of Rapid Rehousing services to victims of Domestic Violence, both referred through the community's Homeless Resource Center, through law enforcement and self-referral. Program funding will cover case management, supplies, rental and utilities assistance.	
Action Ministries	\$25,000.00
Funding will be used for the provision of Rapid Rehousing services to persons referred through the community's Homeless Resource Center (single individuals and families). Program funding will cover case management, supplies, rental and utilities assistance.	

Emergency Solutions Grant – Emergency Shelter Operations

Salvation Army Center of Hope	\$32,280.00
Funding will be used for the Center of Hope program to provide residential meals and emergency shelter for 110 Single homeless men, women, children and make available an evening soup line for anyone in need.	
SAFEHOMES Domestic Violence Shelter	\$32,281.00
Funding will be used to provide Emergency Shelter/safe haven for women – victim of domestic violence. The program funding will assist with homelessness prevention activities, housing relocation and stabilization services.	
ESG Administration	\$11,315.00
This funding will be used by AHCDD to administer the ESG program.	

Housing Opportunities for Persons with AIDS

HOPWA Services	\$1,027,199.00
Funding will provide assistance to low income HIV+ individuals and their family members living with HIV/AIDS. Provide TBRA, STRMU, support services, Permanent Housing Placement, community residence development and housing referrals to improve the quality of life for all participants.	
Administration	\$31,769.00
This funding will be used by AHCDD to administer the HOPWA program.	

Applications Not Recommended for Funding – CDBG

Applicant Agency	Proposed Activity	Reason for Non-Recommendation
Jessye Norman School of the Arts	Arts education program.	Application did not meet minimum score threshold in review. Applicant failed to demonstrate how proposed program offered economic uplift of program participants. Outcome measurement and sustainability of client outcomes was not addressed in application.
Kids Restart	Parenting classes and support groups aimed at assisting with family reunification related to domestic violence, substance abuse and other family-related traumas.	Application did not meet minimum score threshold in review.
Boys and Girls Club of the CSRA		Returning Applicant that failed to propose a quantifiable increase in service compared to previous year's awarded project(s). Applicant did not demonstrate Section C1 requirement for providing program's Best Practices model. Applicant did not demonstrate client sustainability metrics in application to represent how follow-ups are conducted with clients.
Grant West	Financial literacy / management classes; Nutrition classes; Hygiene, Sexual Health, Dental and Vision Care information sessions: To emphasize the importance of regular check-ups and options for payment if services are	Application did not meet minimum score threshold in review. Applicant failed to address a City Priority from the current Consolidated Plan. Applicant failed to provide methodology for Outcome measurement to track impact of proposed program.

	needed; Skills assessment; ; Career inventory; Entrepreneurship Education; Self Esteem Workshops; ; Resume Writing, etc.	
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Applications Not Recommended for Funding – ESG

Applicant Agency	Proposed Activity	Reason for Non-Recommendation
Salvation Army	Funding for the provision of Rapid Rehousing services to persons referred through the community's Homeless Resource Center (individuals and families). Program funding to cover case management, supplies, rental and utilities assistance.	Application did not meet minimum score threshold in review. Applicant did not demonstrate mandatory partnership with Community's Coordinated Entry process; program design described clients selected from in-house program. Applicant failed to demonstrate required \$1: \$1 Match as required by HUD regulation.
United Way of the CSRA	Funding for the provision of Homelessness prevention services. Program funding will cover case management, supplies, rental and utilities assistance.	Application did not meet minimum score threshold in review. Applicant's budget was incomplete / inaccurate and thus not realistic. Applicant failed to address mandatory partnership with Community's Coordinated Entry process.



**Administrative Services Committee Meeting
9/11/2018 1:20 PM
Minutes**

Department:

Presenter:

Caption: Motion to approve the minutes of the Administrative Services Committee held on August 28, 2018.

Background:

Analysis:

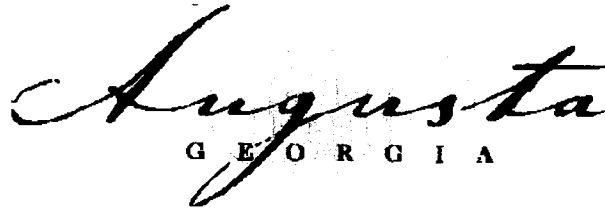
Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting Commission Chamber - 8/28/2018

ATTENDANCE:

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

ADMINISTRATIVE SERVICES

1. Approve the request from the Richmond County Sheriff's Office for the purchase of two crime scene vehicles. Bid Item #18-186
- 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

2. The Central Services Department-Fleet Management Division requests the purchase of Bid Item #18-226: one (1) 15-Passenger Cutaway Bus and Bid #18-229 Engineering Department requests the purchase of one (1) F-350 Pickup Truck
- 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 the matter regarding the proposed sale of the Wallace Branch Library. (Requested by Commissioner Marion Williams)
- Item Action:**
Approved
Item # 4

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 Dennis Williams	Commissioner Andrew Jefferson	Passes

4. **Discuss/approve** Commission support of designating the Lake Olmstead Stadium property as an approved site for a city Amphitheater. **(Requested by Commissioner Andrew Jefferson)** **Item Action:** Approved

Motions

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

5. Motion to consider establishing a Greater Augusta Joint Development Authority between Augusta Richmond County, Burke County, and Columbia County. **(Requested by Commissioner Sammie Sias)** **Item Action:** Rescheduled

Motions

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

6. Motion to approve the minutes of the Administrative Services Committee held on August 14, 2018. **Item Action:** Approved

Motions

Motion Type	Motion Text	Made By	Motion Result
Approve		Commissioner Andrew Jefferson	Commissioner Mary Davis Passes

Item # 4

Motion to
approve.
Motion Passes 4-0.

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**Administrative Services Committee Meeting
9/11/2018 1:20 PM
Mr. Floyd Bennett**

Department:

Presenter: Mr. Floyd Bennett

Caption: Presentation by Mr. Floyd Bennett regarding uncleaned ditch along side of his residence.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:

AGENDA ITEM REQUEST FORM**Commission meetings: First and third Tuesdays of each month – 2:00 p.m.****Committee meetings: Second and last Tuesdays of each month – 1:00 p.m.****Commission/Committee: (Please check one and insert meeting date)**

☒ Commission	Date of Meeting _____
☐ Public Safety Committee	Date of Meeting _____
☐ Public Services Committee	Date of Meeting _____
☐ Administrative Services Committee	Date of Meeting _____
☒ Engineering Services Committee	Date of Meeting <u>9/11/18</u>
☐ Finance Committee	Date of Meeting _____

Contact Information for Individual/Presenter Making the Request:

Name: Floyd Bennett
 Address: 1114 WALTONS Trail 30815
 Telephone Number: (706) 941-1173
 Fax Number: NA
 E-Mail Address: Floyd.Bennett@gmail.com

Caption/Topic of Discussion to be placed on the Agenda:

Cleaning The ditch on The side house
has not been clean ALL year. I have CALLED 311
Becc to maintenance Dpt sent photos to mayor, BUT
STILL NO CLEAN Ditch

Please send this request form to the following address:

Ms. Lena J. Bonner
Clerk of Commission
Suite 220 Municipal Building
535 Telfair Street
Augusta, GA 30901

Telephone Number: 706-821-1820
Fax Number: 706-821-1838
E-Mail Address: nmorawski@augustaga.gov

Requests may be faxed, e-mailed or delivered in person and must be received in the Clerk's Office no later than 5:00 p.m. on the Wednesday preceding the Commission meeting and 5:00 p.m. on the Tuesday preceding the Committee meeting of the following week. A five-minute time limit will be allowed for presentations.



**Administrative Services Committee Meeting
9/11/2018 1:20 PM
Richmond County Court Salaries Adjustments**

Department:

Presenter:

Caption: Discuss salaries adjustments for Richmond County Juvenile Court employees who were not included in the recent compensation study. **(Requested by Commissioner Marion Williams)**

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
9/11/2018 1:20 PM
squatter-situation on Gordon Highway**

Department:

Presenter: Commissioner Marion Williams

Caption: Discuss recent squatter-situation on Gordon Highway and the lack of follow-through from city departments. **(Requested by Commissioner Marion Williams)**

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:







Kelvin Hooks
Area Brand Operator

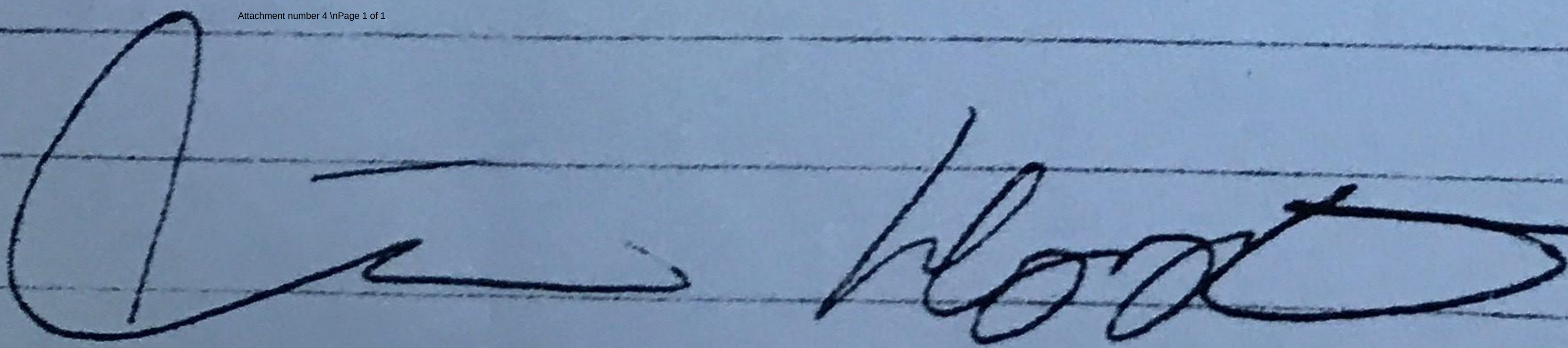
C&P Seafood Company
125 Plantation Centre Drive South
Building 100
Macon, GA 31210

Cell: (478) 228-6892
kelvhooks@gmail.com

Wacharac Donaldson

Have my permission to operate
in the parking lot of Captain D's on
Gordon Hwy. 1645 Gordon Hwy
August ga 30906

Kelvin Hooks disc manager of
Captain D's in August Ga.

 Kelvin Hooks

