



Administrative Services Committee Meeting Commission Chamber - 5/14/2019

ATTENDANCE:

Present: Hons. Sias, Chairman; Clarke, Vice Chairman; Davis and B. Williams, members.

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

ADMINISTRATIVE SERVICES

1. Central Services Department - Fleet Management Division requests the purchase of 7 Pickup Trucks for various departments in the General Fund. Bid Item 19-140 - Gerald Jones Ford
- Item Action:**
Approved

Motions

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

2. The Utilities Department requests the purchase of 11 Pickup Trucks for various divisions.
- Item Action:**
Approved

Motions

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

3. Motion to approve Memorandum of Understanding and Financial Stipend for Financial Literacy Program.
- Item Action:**
Approved

Motions

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

4. Motion to approve Housing and Community Development Department's (HCD's) request to provide Laney Walker/Bethlehem Bond Funding to contract with Cranston Engineering for site Surveys of three (3) areas within the Laney Walker/Bethlehem neighborhoods for the purpose of redistribution of narrow lots to accommodate slightly wider homes. **Item Action:** Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner John Clarke	Commissioner Bobby Williams	Passes

5. Motion to approve the minutes of the Administrative Services Committee held on April 30, 2019. **Item Action:** Approved

Motions

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

6. Approve change order #3 to the contract to Renovate Former Offices for Records Retention in the amount of \$42,845.00. **Item Action:** Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Bobby Williams	Commissioner John Clarke	Passes

7.

Recommendation to award RFP #19-123A Architectural/Engineering Design Services for the Lucy Craft Laney Museum (2019) to 2 KM Architects, Inc., as the qualified and selected architectural/engineering firm.

Item
Action:
Approved

Motions

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

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**Administrative Services Committee Meeting
5/14/2019 1:20 PM
Attendance 5/14/19**

Department:

Presenter:

Caption:

Background:

Analysis:

Financial Impact:

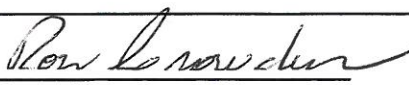
Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:

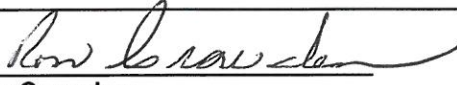
AUGUSTA, GEORGIA
FINANCE DEPARTMENT-FLEET MANAGEMENT DIVISION
REPLACEMENT CRITERIA FORM

Department Name: ENGINEERING-MAINT		Department Number 101-04-1260		Date: 4/24/2019	
Vehicle Description: 1999 FORD F150			Asset #:		994179
Assigned Use: General maintenance utility vehicle.					
Actual Age: 20		Current miles: 176,240		Purchase Price: \$14,928.10	
Life Expectancy Criteria Requirements -(Policy Evaluation)					
Age: 20	Miles or Hours 18	Type of Service 3	Reliability 2	Maint/Repair 4	Condition: 3
Evaluation Points 50			Policy Evaluation Results: Needs immediate consideration for replacement		
Fleet Managers Recommendation: This vehicle is past its life expectancy in age and mileage. The trade-in value is \$363-\$838 on KBB (Kelly Blue Book). This vehicle has 57 work orders with a total of \$14,512.81 in repairs. Recommend this vehicle be replaced.					
					
Ron Crowden Fleet Manager					
Replacement Date: 2019			Fiscal Year Replacement: 2019		
Estimated Replacement Cost: \$23,433.00			Funding Source: Capital Outlay		

RANGES

Under 18 Points	Excellent	18 to 22 Points	Good
23 to 27 Points	Qualifies for Replacement		
28 Points or more	Needs immediate consideration for replacement		

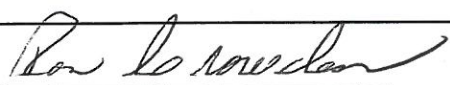
AUGUSTA, GEORGIA
FINANCE DEPARTMENT-FLEET MANAGEMENT DIVISION
REPLACEMENT CRITERIA FORM

Department Name: RECREATION		Department Number 101-06-1110		Date: 4/24/2019	
Vehicle Description: 2006 FORD F150			Asset #:		206055
Assigned Use: General maintenance utility vehicle.					
Actual Age: 13		Current miles: 174,003		Purchase Price: \$17,590.00	
Life Expectancy Criteria Requirements -(Policy Evaluation)					
Age: 13	Miles or Hours 17	Type of Service 3	Reliability 2	Maint/Repair 5	Condition: 4
Evaluation Points 44			Policy Evaluation Results: Needs immediate consideration for replacement		
Fleet Managers Recommendation: This vehicle is past its life expectancy in age and mileage. The trade-in value is \$697-\$1,562 on KBB (Kelly Blue Book). This vehicle has 77 work orders with a total of \$19,984.95 in repairs. Recommend this vehicle be replaced.					
					
Ron Crowden Fleet Manager					
Replacement Date: 2019			Fiscal Year Replacement: 2019		
Estimated Replacement Cost: \$21,878.00			Funding Source: Capital Outlay		

RANGES

Under 18 Points	Excellent	18 to 22 Points	Good
23 to 27 Points	Qualifies for Replacement		
28 Points or more	Needs immediate consideration for replacement		

AUGUSTA, GEORGIA
FINANCE DEPARTMENT-FLEET MANAGEMENT DIVISION
REPLACEMENT CRITERIA FORM

Department Name: RECREATION		Department Number 101-06-1110		Date: 4/24/2019	
Vehicle Description: 1999 FORD RANGER			Asset #:		994170
Assigned Use: General maintenance utility vehicle.					
Actual Age: 20		Current miles: 152,230		Purchase Price: \$14,383.30	
Life Expectancy Criteria Requirements -(Policy Evaluation)					
Age: 20	Miles or Hours 15	Type of Service 3	Reliability 2	Maint/Repair 4	Condition: 5
Evaluation Points 49			Policy Evaluation Results: Needs immediate consideration for replacement		
Fleet Managers Recommendation: This vehicle is past its life expectancy in age and mileage. The vehicle was totaled in an accident. This vehicle has 59 work orders with a total of \$10,888.06 in repairs. Recommend this vehicle be replaced.					
					
Ron Crowden Fleet Manager					
Replacement Date: 2019			Fiscal Year Replacement: 2019		
Estimated Replacement Cost: \$23,433.00			Funding Source: Capital Outlay		

RANGES

Under 18 Points	Excellent	18 to 22 Points	Good
23 to 27 Points	Qualifies for Replacement		
28 Points or more	Needs immediate consideration for replacement		

AUGUSTA, GEORGIA
FINANCE DEPARTMENT-FLEET MANAGEMENT DIVISION
REPLACEMENT CRITERIA FORM

Department Name: RECREATION - T&L		Department Number 101-06-2411		Date: 4/24/2019	
Vehicle Description: 2006 FORD F150			Asset #:		206052
Assigned Use: General maintenance utility vehicle.					
Actual Age: 13		Current miles: 146,546		Purchase Price: \$17,590.00	
Life Expectancy Criteria Requirements -(Policy Evaluation)					
Age: 13	Miles or Hours 15	Type of Service 3	Reliability 2	Maint/Repair 2	Condition: 4
Evaluation Points 39			Policy Evaluation Results: Needs immediate consideration for replacement		
Fleet Managers Recommendation: This vehicle is past its life expectancy in age and mileage. The trade-in value is \$1,047-\$1,912 (KBB) Kelly Blue Book. This vehicle has 40 work orders with a total of \$5,472.89 in repairs. Recommend this vehicle be replaced.					
					
Ron Crowden Fleet Manager					
Replacement Date: 2019			Fiscal Year Replacement: 2019		
Estimated Replacement Cost: \$23,433.00			Funding Source: Capital Outlay		

RANGES

Under 18 Points	Excellent	18 to 22 Points	Good
23 to 27 Points	Qualifies for Replacement		
28 Points or more	Needs immediate consideration for replacement		

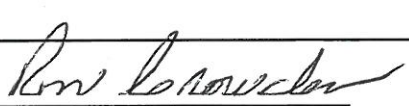
AUGUSTA, GEORGIA
FINANCE DEPARTMENT-FLEET MANAGEMENT DIVISION
REPLACEMENT CRITERIA FORM

Department Name: CODE ENFORCEMENT		Department Number 101-07-2910		Date: 4/24/2019	
Vehicle Description: 2005 FORD RANGER			Asset #:		204324
Assigned Use: Code Enforcement Officer					
Actual Age: 15		Current miles: 170,176		Purchase Price: \$14,545.25	
Life Expectancy Criteria Requirements -(Policy Evaluation)					
Age: 15	Miles or Hours 17	Type of Service 2	Reliability 2	Maint/Repair 3	Condition: 2
Evaluation Points 41			Policy Evaluation Results: Needs immediate consideration for replacement		
Fleet Managers Recommendation: This vehicle is past its life expectancy in age and mileage. The trade-in value is \$317-\$944 on KBB (Kelly Blue Book). This vehicle has 37 work orders with a total of \$7,138.87 in repairs. Recommend this vehicle be replaced.					
					
Ron Crowden Fleet Manager					
Replacement Date: 2019			Fiscal Year Replacement: 2019		
Estimated Replacement Cost: \$22,978.00			Funding Source: Capital Outlay		

RANGES

Under 18 Points	Excellent	18 to 22 Points	Good
23 to 27 Points	Qualifies for Replacement		
28 Points or more	Needs immediate consideration for replacement		

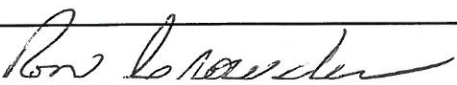
AUGUSTA, GEORGIA
FINANCE DEPARTMENT-FLEET MANAGEMENT DIVISION
REPLACEMENT CRITERIA FORM

Department Name: CODE ENFORCEMENT		Department Number 101-07-2910		Date: 4/24/2019	
Vehicle Description: 2001 FORD RANGER			Asset #:		F00087
Assigned Use: Code Enforcement Officer					
Actual Age: 18		Current miles: 169,518		Purchase Price: \$15,028.15	
Life Expectancy Criteria Requirements -(Policy Evaluation)					
Age: 18	Miles or Hours 17	Type of Service 2	Reliability 2	Maint/Repair 3	Condition: 3
Evaluation Points 41			Policy Evaluation Results: Needs immediate consideration for replacement		
Fleet Managers Recommendation: This vehicle is past its life expectancy in age and mileage. The trade-in value is \$374-\$833 on KBB (Kelly Blue Book). This vehicle has 75 work orders with a total of \$11,644.43 in repairs. Recommend this vehicle be replaced.					
					
Ron Crowden Fleet Manager					
Replacement Date: 2019			Fiscal Year Replacement: 2019		
Estimated Replacement Cost: \$25,827.00			Funding Source: Capital Outlay		

RANGES

Under 18 Points	Excellent	18 to 22 Points	Good
23 to 27 Points	Qualifies for Replacement		
28 Points or more	Needs immediate consideration for replacement		

AUGUSTA, GEORGIA
FINANCE DEPARTMENT-FLEET MANAGEMENT DIVISION
REPLACEMENT CRITERIA FORM

Department Name: CS-CONSTRUCTION SHOP		Department Number 101-01-6420		Date: 4/24/2019	
Vehicle Description: 2005 FORD F150			Asset #:		204344
Assigned Use: General maintenance utility vehicle.					
Actual Age: 15		Current miles: 108,043		Purchase Price: \$19,063.25	
Life Expectancy Criteria Requirements -(Policy Evaluation)					
Age: 15	Miles or Hours 11	Type of Service 3	Reliability 3	Maint/Repair 2	Condition: 5
Evaluation Points 39			Policy Evaluation Results: Needs immediate consideration for replacement		
Fleet Managers Recommendation: This vehicle is past its life expectancy in age. The trade-in value in working condition is \$1,660-\$2,515 (KBB) Kelly Blue Book. The vehicle is in need of a transmission. The repair cost exceeds the trade-in. Recommend this vehicle be replaced.					
					
Ron Crowden Fleet Manager					
Replacement Date: 2019			Fiscal Year Replacement: 2019		
Estimated Replacement Cost: \$26,198.00			Funding Source: Capital Outlay		

RANGES

Under 18 Points	Excellent	18 to 22 Points	Good
23 to 27 Points	Qualifies for Replacement		
28 Points or more	Needs immediate consideration for replacement		

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: RECREATION

Funds: CAPITAL OUTLAY

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
	\$ 19,987.00	\$19,449

6.15 Cab Steps (black)
6.17 Power Windows/locks/mirrors
6.19 Class IV Hitch
6.20' Trailer Tow Package
6.34 Tailgate Step
6.36 Spray Bed Liner
6.43 Delivery Fee
7.03 Tool Box
7.05 Trailer Wiring
7.06 Trailer Ball
7.07 Window Tint, reg cab
7.14 County Emergency Package

	\$ 262.00	\$ 300.00
	\$ 1,088.00	\$ 890.00
	\$ 100.00	\$ 89.00
	\$ 555.00	\$ 554.00
	\$ 355.00	\$ 351.00
	\$ 375.00	\$ 400.00
	\$ 125.00	\$ 50.00
	\$ 475.00	\$ 400.00
	\$ -	\$ -
	\$ 25.00	\$ 22.00
	\$ 125.00	\$ 150.00
	\$ 825.00	\$ 778.00

OPTIONS TOTAL	\$ 4,310.00	\$ 3,984.00
BASE PRICE:	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE	Non-Compliant	\$ 24,297.00	\$ 23,433.00
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2018 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

3.3L V6 flex fuel engine
6 speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
5.01 Power Steering/ABS Brakes
Rear View back up camera
Vynyl 40/20/40 Bench seat
Rubber Floor Covering
Full Size Spare/Step bumper
Auto Lamp Headlights
Short Bed (6.5 ft.)
6500 GVWR
P245/70RX17 Tires
Rain Sensing wipers

EXT COLOR:

INT COLOR:

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: ENGINEERING-MAINTENANCE

Funds: CAPITAL OUTLAY

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
	\$ 19,987.00	\$19,449

6.15 Cab Steps (black)
6.17 Power Windows/locks/mirrors
6.19 Class IV Hitch
6.20' Trailer Tow Package
6.34 Tailgate Step
6.36 Spray Bed Liner
6.43 Delivery Fee
7.03 Tool Box
7.05 Trailer Wiring
7.06 Trailer Ball
7.07 Window Tint, reg cab
7.14 County Emergency Package

	\$ 262.00	\$ 300.00
	\$ 1,088.00	\$ 890.00
	\$ 100.00	\$ 89.00
	\$ 555.00	\$ 554.00
	\$ 355.00	\$ 351.00
	\$ 375.00	\$ 400.00
	\$ 125.00	\$ 50.00
	\$ 475.00	\$ 400.00
	\$ -	\$ -
	\$ 25.00	\$ 22.00
	\$ 125.00	\$ 150.00
	\$ 825.00	\$ 778.00

OPTIONS TOTAL	\$ 4,310.00	\$ 3,984.00
BASE PRICE:	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE	Non-compliant	\$ 24,297.00	\$ 23,433.00
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2018 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

3.3L V6 flex fuel engine
6 speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
5.01 Power Steering/ABS Brakes
Rear View back up camera
Vynyl 40/20/40 Bench seat
Rubber Floor Covering
Full Size Spare/Step bumper
Auto Lamp Headlights
Short Bed (6.5 ft.)
6500 GVWR
P245/70RX17 Tires
Rain Sensing wipers

EXT COLOR:

INT COLOR:

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: Central Services - FM - Contrustion Shop

Funds: Capital Outlay

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
	\$ 19,987.00	\$19,449

- 6.06 Super Cab (6.5 ft. bed)
- 6.14 Tilt/Cruise
- 6.15 Cab Steps (black)
- 6.17 Power Windows/locks/mirrors
- 6.20' Trailer Tow Package
- 6.34 Tailgate Step
- 6.36 Spray Bed Liner
- 6.43 Delivery Fee
- 7.03 Tool Box
- 7.04 Trailer Hitch
- 7.05 Trailer Wiring
- 7.06 Trailer Ball
- 7.08 Window Tint, ext cab
- 7.14 County Emergency Package

\$	1,716.00	\$ 4,400.00
\$	215.00	\$ 210.00
\$	262.00	\$ 300.00
\$	1,088.00	\$ 890.00
\$	555.00	\$ 554.00
\$	355.00	\$ 351.00
\$	375.00	\$ 400.00
\$	125.00	\$ 50.00
\$	475.00	\$ 400.00
\$	50.00	\$ 150.00
\$	-	\$ -
\$	25.00	\$ 22.00
\$	145.00	\$ 160.00
\$	825.00	\$ 778.00

OPTIONS TOTAL	\$ 6,211.00	\$ 8,665.00
BASE PRICE:	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE	Non-Compliant	\$ 26,198.00	\$ 28,114.00
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2018 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

- 3.3L V6 flex fuel engine
- 6 speed Automatic Transmission
- Factory Installed A/C
- AM-FM Radio
- Solar Tinted Glass
- 5.01 Power Steering/ABS Brakes
- Rear View back up camera
- Vynyl 40/20/40 Bench seat
- Rubber Floor Covering
- Full Size Spare/Step bumper
- Auto Lamp Headlights
- Short Bed (6.5 ft.)
- 6500 GVWR
- P245/70RX17 Tires
- Rain Sensing wipers

GJF Local Vendor Match **\$ 26,198.00**

EXT COLOR:

INT COLOR:

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: RECREATION

Funds: CAPITAL OUTLAY

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
	\$ 19,987.00	\$19,449

6.15 Cab Steps (black)
6.34 Tailgate Step
6.36 Spray Bed Liner
6.43 Delivery Fee
7.03 Tool Box
7.07 Window Tint, reg cab
7.14 County Emergency Package

	\$ 262.00	\$ 300.00
	\$ 355.00	\$ 351.00
	\$ 375.00	\$ 400.00
	\$ 125.00	\$ 50.00
	\$ 475.00	\$ 400.00
	\$ 125.00	\$ 150.00
	\$ 825.00	\$ 778.00

OPTIONS TOTAL	\$ 2,542.00	\$ 2,429.00
BASE PRICE:	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE Non-Compliant \$ 22,529.00 **\$ 21,878.00**

2018 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

3.3L V6 flex fuel engine
6 speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
5.01 Power Steering/ABS Brakes
Rear View back up camera
Vynyl 40/20/40 Bench seat
Rubber Floor Covering
Full Size Spare/Step bumper
Auto Lamp Headlights
Short Bed (6.5 ft.)
6500 GVWR
P245/70RX17 Tires
Rain Sensing wipers

EXT COLOR:

INT COLOR:

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: Code Enforcement

Funds: Capital Outlay

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
	\$ 19,987.00	\$19,449

6.14 Tilt/Cruise
6.15 Cab Steps (black)
6.17 Power Windows/locks/mirrors
6.34 Tailgate Step
6.36 Spray Bed Liner
6.43 Delivery Fee
7.03 Tool Box
7.07 Window Tint, reg cab
7.14 County Emergency Package

	\$ 215.00	\$ 210.00
	\$ 262.00	\$ 300.00
	\$ 1,088.00	\$ 890.00
	\$ 355.00	\$ 351.00
	\$ 375.00	\$ 400.00
	\$ 125.00	\$ 50.00
	\$ 475.00	\$ 400.00
	\$ 125.00	\$ 150.00
	\$ 825.00	\$ 778.00

OPTIONS TOTAL	\$ 3,845.00	\$ 3,529.00
BASE PRICE:	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE	Non-Compliant	\$ 23,832.00	\$ 22,978.00
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2018 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

3.3L V6 flex fuel engine
6 speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
5.01 Power Steering/ABS Brakes
Rear View back up camera
Vynyl 40/20/40 Bench seat
Rubber Floor Covering
Full Size Spare/Step bumper
Auto Lamp Headlights
Short Bed (6.5 ft.)
6500 GVWR
P245/70RX17 Tires
Rain Sensing wipers

EXT COLOR:

INT COLOR:

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: Code Enforcement

Funds: Capital Outlay

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
	\$ 19,987.00	\$19,449

- 6.08 4X4 Option (all models)
- 6.14 Tilt/Cruise
- 6.15 Cab Steps (black)
- 6.17 Power Windows/locks/mirrors
- 6.34 Tailgate Step
- 6.36 Spray Bed Liner
- 6.43 Delivery Fee
- 7.03 Tool Box
- 7.07 Window Tint, reg cab
- 7.14 County Emergency Package

	\$ 1,995.00	\$ 4,900.00
	\$ 215.00	\$ 210.00
	\$ 262.00	\$ 300.00
	\$ 1,088.00	\$ 890.00
	\$ 355.00	\$ 351.00
	\$ 375.00	\$ 400.00
	\$ 125.00	\$ 50.00
	\$ 475.00	\$ 400.00
	\$ 125.00	\$ 150.00
	\$ 825.00	\$ 778.00

OPTIONS TOTAL	\$ 5,840.00	\$ 8,429.00
BASE PRICE:	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE	Non-Compliant	\$ 25,827.00	\$ 27,878.00
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2018 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:
3.3L V6 flex fuel engine
6 speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
5.01 Power Steering/ABS Brakes
Rear View back up camera
Vynyl 40/20/40 Bench seat
Rubber Floor Covering
Full Size Spare/Step bumper
Auto Lamp Headlights
Short Bed (6.5 ft.)
6500 GVWR
P245/70RX17 Tires
Rain Sensing wipers

GLF Local Vendor Match	\$ 25,827.00
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EXT COLOR:

INT COLOR:

Invitation to Bid

Sealed bids will be received at this office until **Friday, February 15, 2019 @ 11:00 a.m.** for furnishing:

Bid Item #19-140 2019 6500GVWR Pickup Truck – Augusta, GA Central Services Department - Fleet Maintenance

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 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, February 1, 2019 @ 5:00 P.M. No bid will be accepted by fax, all must be received by mail or hand delivered.

The local bidder preference program is applicable to this project. To be approved as a local bidder and receive bid preference an eligible bidder must submit a completed and signed written application to become a local bidder at least thirty (30) days prior to the date bids are received on an eligible local project. An eligible bidder who fails to submit an application for approval as a local bidder at least thirty (30) days prior to the date bids are received on an eligible local project, and who otherwise meets the requirements for approval as a local bidder, will not be qualified for a bid preference on such eligible local project.

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: 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 January 10, 17, 24, 31, 2019
Metro Courier January 10, 2019



Bid Opening Item #19-140 - 2019 6500 GVWR Pick-Up
for Augusta, Georgia- Central Services Department-
Fleet Maintenance Division
Bid Due: Friday, February 15, 2019 @ 11:00 a.m.

Total Number Specifications Mailed Out: 24
Total Number Specifications Download (Demandstar): 3
Total Electronic Notifications (Demandstar): 54
Mandatory Pre-Bid/Telephone Conference: N/A
Total packages submitted: 3
Total Non-Compliant: 0

VENDORS	WADE FORD INC 3860 S COBB DRIVE SE SMYRNA, GA 30080	ALLEN VIGIL FORD (Bob Burtner) 6790 MT. ZION BLVD MORROW, GA 30260	NICHOLS FLEET EQUIPMENT 2401 EAST 31ST STREET CHATTANOOGA, TN. 37407	GERALD JONES FORD 3480 WRIGHTSBORO RD AUGUSTA, GA 30909
Attachment B	YES	YES	NO BID	Yes
E-Verify Number	314470	94460		933751
SAVE Form	YES	YES		Yes

VEHICLE/OPTIONS REQUIRED

5.01 2019 Pickup Truck (1/2 ton), 6500 GVWR, Regular Cab, 6 Cyl, 4x2, SWB	\$19,789.00	\$19,987.00		\$19,449.00
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6.00 MANUFACTURER OPTIONS

6.01 5.0L V8 Flex Fuel Engine	\$1,825.00	\$1,836.00		\$1,895.00
6.02 3.5L V6 EcoBoost	\$2,388.00	\$2,388.00		\$2,445.00
6.03 2.7L V6 EcoBoost	\$925.00	\$916.00		Standard
6.04 Long Bed (8ft)	\$287.00	\$285.00		\$300.00
6.05 Extended range fuel tank	\$407.00	\$410.00		\$420.00
6.06 Super Cab (6.5ft bed)	\$20,703.00	\$1,716.00		\$4,400.00
6.07 Super Cab (8ft bed)	\$21,943.00	\$3,375.00		N/A
6.08 4X4 Option (All Models)	\$4,436.00	\$1,995.00		\$4,900.00
6.09 Skid Plates	\$146.00	\$155.00		\$150.00
6.10 Fog Lights	\$127.00	\$135.00		\$130.00
6.11 Crew Cab XL SWB	\$22,995.00	\$3,365.00		\$6,700.00



**Bid Opening Item #19-140 - 2019 6500 GVWR Pick-Up
for Augusta, Georgia- Central Services Department-
Fleet Maintenance Division
Bid Due: Friday, February 15, 2019 @ 11:00 a.m.**

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Total packages submitted: 3
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VENDORS	WADE FORD INC 3860 S COBB DRIVE SE SMYRNA, GA 30080	ALLEN VIGIL FORD (Bob Burtner) 6790 MT. ZION BLVD MORROW, GA 30260	NICHOLS FLEET EQUIPMENT 2401 EAST 31ST STREET CHATTANOOGA, TN. 37407	GERALD JONES FORD 3480 WRIGHTSBORO RD AUGUSTA, GA 30909
6.12 Crew Cab XL LWB	\$23,935.00	\$5,325.00		N/A
6.13 Limited Slip Axle	\$519.00	\$525.00		\$530.00
6.14 Tilt / Cruise	\$210.00	\$215.00		\$210.00
6.15 Cab Steps	\$232.00	\$262.00		\$300.00
6.16 Daytime Running Lights	\$41.00	\$42.00		\$42.00
6.17 Power Windows/Locks/Mirrors	\$1,069.00	\$1,088.00		\$890.00
6.18 Power Seat	\$322.00	\$345.00		\$322.00
6.19 Class IV Hitch (w/o tow pkg)	\$95.00	\$100.00		\$89.00
6.20 Trailer Tow Pkg	\$920.00	\$555.00		\$554.00
6.21 Trailer Tow Pkg (w/101A pkg)	\$1,202.00	\$916.00		\$915.00
6.22 Tow Mirrors w/ spotlights	\$397.00	\$495.00		\$440.00
6.23 XL w/Power W-L-M, SYNC, AM/FM/CD, Cruise Control	\$2,252.00	\$2,075.00		\$1,220.00
6.24 Cruise Control & SYNC	\$597.00	\$690.00		\$595.00
6.25 40-20-40 Cloth Split Bench	No Charge	No Charge		\$150.00
6.26 Cloth Buckets w/Console	\$305.00	\$275.00		\$275.00
6.27 Electric Brake Controller	\$265.00	\$265.00		\$260.00
6.28 Carpet w/Mats	\$151.00	\$140.00		\$135.00



**Bid Opening Item #19-140 - 2019 6500 GVWR Pick-Up
for Augusta, Georgia- Central Services Department-
Fleet Maintenance Division
Bid Due: Friday, February 15, 2019 @ 11:00 a.m.**

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VENDORS	WADE FORD INC 3860 S COBB DRIVE SE SMYRNA, GA 30080	ALLEN VIGIL FORD (Bob Burtner) 6790 MT. ZION BLVD MORROW, GA 30260	NICHOLS FLEET EQUIPMENT 2401 EAST 31ST STREET CHATTANOOGA, TN. 37407	GERALD JONES FORD 3480 WRIGHTSBORO RD AUGUSTA, GA 30909
6.29 XL SSV Package	\$46.00	\$49.00		\$48.00
6.30 XLT Package	\$4,100.00	\$4,763.00		\$5,560.00
6.31 Rear window defroster & Bumpers	\$205.00	\$305.00		\$93.00
6.32 Aluminum Wheels & Bumpers	Included	\$740.00		\$715.00
6.33 Box Side Steps	\$299.00	\$305.00		\$300.00
6.34 Tailgate Step	\$346.00	\$355.00		\$351.00
6.35 Reverse Sensing	\$250.00	\$255.00		\$260.00
6.36 Spray-In	\$549.00	\$375.00		\$400.00
6.37 Exterior Color Not Included in Base Price Color: _____	\$601.00	\$950.00		No Charge
6.38 Exterior Color Not Included in Base Price Color: _____	\$601.00	No Charge		No Charge
6.39 Exterior Color Not Included in Base Price Color: _____	\$601.00	N/A		No Charge
6.40 Interior Color Not Included in Base Price Color: _____	\$601.00	N/A		No Charge
6.41 Interior Color Not Included in Base Price Color: _____	No Charge	N/A		No Charge



**Bid Opening Item #19-140 - 2019 6500 GVWR Pick-Up
for Augusta, Georgia- Central Services Department-
Fleet Maintenance Division
Bid Due: Friday, February 15, 2019 @ 11:00 a.m.**

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6.42 Interior Color Not Included in Base Price Color: _____	No Charge	N/A		N/A
6.43 Delivery Fee per Vehicle	No Charge	\$125.00		\$50.00
7.00 OUTFITTER'S SPECIALTY ITEMS				
7.01 Fire extinguisher	\$51.00	\$55.00		\$50.00
7.02 Outlet receptacle	\$65.00	\$70.00		\$65.00
7.03 Toolbox – aluminum box with lockable door(s),	\$392.00	\$475.00		\$400.00
7.04 Trailer hitch – Class IV connection,	\$325.00	\$50.00		\$150.00
7.05 Trailer wiring	\$65.00	Included		Included
7.06 Trailer ball – 2 inch hitch ball	\$38.00	\$25.00		\$22.00
7.07 Window tint, regular cab	\$155.00	\$125.00		\$150.00
7.08 Window tint, extended cab	\$155.00	\$145.00		\$160.00
7.09 Window tint, crew cab	\$165.00	\$165.00		\$160.00
7.10 Add on step – single, tube metal type	\$590.00	\$185.00		\$230.00
7.11 Backup alarm	\$85.00	\$80.00		\$75.00
7.12 Drill Free Light Bar Cab Mount (part #: 8895150,	\$647.00	\$690.00		\$647.00
7.13 LED top mount light	\$542.00	\$650.00		\$537.00



**Bid Opening Item #19-140 - 2019 6500 GVWR Pick-Up
for Augusta, Georgia- Central Services Department-
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VENDORS	WADE FORD INC 3860 S COBB DRIVE SE SMYRNA, GA 30080	ALLEN VIGIL FORD (Bob Burtner) 6790 MT. ZION BLVD MORROW, GA 30260	NICHOLS FLEET EQUIPMENT 2401 EAST 31ST STREET CHATTANOOGA, TN. 37407	GERALD JONES FORD 3480 WRIGHTSBORO RD AUGUSTA, GA 30909
7.14 County Emergency Equipment Package	\$782.00	\$825.00		\$778.00
7.15 Fire Emergency Equipment Package	\$1,741.00	\$1,795.00		\$1,728.00
2019 6500 GVWR PICKUP TRUCK				
Year	2019	2019		2019
Make	Ford	Ford		Ford
Model	F150	F150		F150XL
Approximate Delivery Time	12 Weeks ARO	90-120 DAYS		90 DAYS ARO

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)**Bid Number** ITB-19-140-0-2019/nw**Bid Name** 2019 6500GVWR Pickup Truck

3 Planholder(s) found.

Supplier Name 	City	State	Phone	Fax
ACME AUTO LEASING LLC	NORTH HAVEN	CT	2032346850	2032346858
Dodge Data	Arlington	TX	4133767032	
Duval Ford Fleet	Jacksonville	FL	9043882144	9043816556

Page 1 of 1

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RUSH TRUCK CENTER
2925 GUN CLUB ROAD
AUGUSTA, GA 30907

MATHEWS MOTORS
1351 GORDON HWY,
AUGUSTA, GA 30901

DIVERSIFIED FABRICATORS, INC
1325 HIGHWAY 41 BYPASS S.
GRIFFIN, GA. 30224

MCH KENWORTH
4318 BELAIR FRONTAGE ROAD
AUGUSTA, GA 30909

PADGETT TRUCK BODIES & EQUIP
2026 JEFFERSON DAVIS HIGHWAY
GRANITEVILLE, S.C. 29829

FREIGHTLINER OF AUGUSTA
2930 RIVERWEST DRIVE
AUGUSTA, GA 30907

HINO TRUCKS OF AUGUSTA
1351 GORDON HWY
AUGUSTA, GA 30901

SEA TRUCKS SALES
422 GRANGE ROAD
SAVANNAH, GA 31407

MACK TRUCKS
420 PATIO PL
COLUMBIA, SC 29212

ROBERT'S INTERNATIONAL TRUCKS
300 LONGWOOD DRIVE
RICHMOND HILL, GA 31324

FONTAINE TRUCK EQUIPMENT CO
9827 MOUNT HOLLY ROAD
CHARLOTTE, NC 28214

WEST GEORGIA MOBILE HYDRAULICS
98 EDGE ROAD
POST OFFICE BOX 266
VILLA RICA, GA 30180

NICHOLS FLEET EQUIPMENT
2401 EAST 31ST STREET
CHATTANOOGA, TN. 37407

PEACH STATE FREIGHTLINER
6535 CRESCENT DRIVE
NORCROSS, GA 30071

MILTON RUBEN CHEVROLET
3514 WASHINGTON RD
AUGUSTA GA 30907

GERALD JONES FORD
ATTN: TROY SNOW
3480 WRIGHTSBORO ROAD
AUGUSTA, GA 30909

FAIRWAY FORD
4333 WASHINGTON ROAD
EVANS, GA 30809

CHRISTOPHER TRUCKS
1601 WHITE HORSE RD.
GREENVILLE, SC 29605

O.G. HUGHES & SONS
4816 RUTLEDGE PIKE
KNOXVILLE, TN 37914

AKIN FORD/DODGE JEEP
ATTN: ROZ ICENHOUR
220 W MAY STREET
WINDER, GA 30080

WADE FORD
ATTN: JACK EASTLAND/ OR JESSICA
DAVIS
3860 S COBB DRIVE SE
SMYRNA, GA 30080

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

HARDY FORD/MERCURY
1249 CHARLES HARDY PARKWAY
DALLAS, GA 30132

TAKIYAH DOUSE
CENTRAL SERVICES-ADMN

RON CROWDEN
FLEET MAINTENANCE

PHYLLIS MILLS JOHNSON
COMPLIANCE

BID ITEM# 19-140
2019 6500GVWR PICKUP TRUCK FOR
AUGUSTA, GA-CENTRAL SERVICES
DEPARTMENT-FLEET MAINTENANCE
DIVISION
BID DUE: FRIDAY 2/15/19 @ 11:00 A.M.

BID ITEM# 19-140
2019 6500GVWR PICKUP TRUCK FOR
AUGUSTA, GA-CENTRAL SERVICES
DEPARTMENT-FLEET MAINTENANCE
DIVISION
BID MAILED: 1/10/19



Central Services Department

Takiyah A. Douse, Director
Ron Crowden, Fleet Manager

Fleet Management
1568-C Broad Street
Augusta GA 30904
Phone: (706) 821-2892

MEMORANDUM

TO: Geri Sams, Director, Procurement Department
THROUGH: Takiyah A. Douse, Director, Central Services Department
FROM: Ron Crowden, Fleet Manager, Central Services Department
DATE: March 28, 2019
SUBJECT: Recommendation for Bid #19-140 – 2019 6500GVWR Pick-Up

Bid# 19-140 is recommended for award based on the requirements and options needed by various departments, divisions and positions. The following recommendations are to purchase seven trucks for various General Fund departments.

Gerald Jones:

- 1 - Regular Cab with required options for Engineering-Maintenance - \$23,433
- 1 - Regular Cab with required options for Recreation - \$23,433
- 1 - Super Cab with required options for Central Services-Facilities Maintenance - \$26,198 (LVO)
- 2 - Regular Cab with required options for Recreation - \$21,878
- 2 - Regular Cab with required options for Code Enforcement - \$22,978

Please advise this office upon completion of notifications so that we may proceed with the acquisition process.

If you need further information or if you have any questions regarding this recommendation, please contact the Fleet Management Office at 706-821-2892.

19 APR 1 PM 2:45

RGC/kb

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: ENGINEERING-MAINTENANCE

Funds: CAPITAL OUTLAY

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
	\$ 19,987.00	\$19,449

- 6.15 Cab Steps (black)
- 6.17 Power Windows/locks/mirrors
- 6.19 Class IV Hitch
- 6.20' Trailer Tow Package
- 6.34 Tailgate Step
- 6.36 Spray Bed Liner
- 6.43 Delivery Fee
- 7.03 Tool Box
- 7.05 Trailer Wiring
- 7.06 Trailer Ball
- 7.07 Window Tint, reg cab
- 7.14 County Emergency Package

	\$ 262.00	\$ 300.00
	\$ 1,088.00	\$ 890.00
	\$ 100.00	\$ 89.00
	\$ 555.00	\$ 554.00
	\$ 355.00	\$ 351.00
	\$ 375.00	\$ 400.00
	\$ 125.00	\$ 50.00
	\$ 475.00	\$ 400.00
	\$ -	\$ -
	\$ 25.00	\$ 22.00
	\$ 125.00	\$ 150.00
	\$ 825.00	\$ 778.00

OPTIONS TOTAL	\$ 4,310.00	\$ 3,984.00
BASE PRICE:	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE Non-compliant \$ 24,297.00 **\$ 23,433.00** ✓

2018 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

- 3.3L V6 flex fuel engine
- 6 speed Automatic Transmission
- Factory Installed A/C
- AM-FM Radio
- Solar Tinted Glass
- 5.01 Power Steering/ABS Brakes
- Rear View back up camera
- Vynyl 40/20/40 Bench seat
- Rubber Floor Covering
- Full Size Spare/Step bumper
- Auto Lamp Headlights
- Short Bed (6.5 ft.)
- 6500 GVWR
- P245/70RX17 Tires
- Rain Sensing wipers

EXT COLOR:

INT COLOR:

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: RECREATION

Funds: CAPITAL OUTLAY

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
	\$ 19,987.00	\$19,449

6.15 Cab Steps (black)
6.17 Power Windows/locks/mirrors
6.19 Class IV Hitch
6.20' Trailer Tow Package
6.34 Tailgate Step
6.36 Spray Bed Liner
6.43 Delivery Fee
7.03 Tool Box
7.05 Trailer Wiring
7.06 Trailer Ball
7.07 Window Tint, reg cab
7.14 County Emergency Package

\$ 262.00	\$ 300.00
\$ 1,088.00	\$ 890.00
\$ 100.00	\$ 89.00
\$ 555.00	\$ 554.00
\$ 355.00	\$ 351.00
\$ 375.00	\$ 400.00
\$ 125.00	\$ 50.00
\$ 475.00	\$ 400.00
\$ -	\$ -
\$ 25.00	\$ 22.00
\$ 125.00	\$ 150.00
\$ 825.00	\$ 778.00

OPTIONS TOTAL

BASE PRICE:

\$ 4,310.00	\$ 3,984.00
\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE

Non-Compliant	\$ 24,297.00	\$ 23,433.00
---------------	--------------	---------------------

2018 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

3.3L V6 flex fuel engine
6 speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
Power Steering/ABS Brakes
Rear View back up camera
Vynyl 40/20/40 Bench seat
Rubber Floor Covering
Full Size Spare/Step bumper
Auto Lamp Headlights
Short Bed (6.5 ft.)
6500 GVWR
P245/70RX17 Tires
Rain Sensing wipers

5.01

EXT COLOR:

INT COLOR:

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: Central Services - FM - Contrustion Shop

Funds: Capital Outlay

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
	\$ 19,987.00	\$19,449

- 6.06 Super Cab (6.5 ft. bed)
- 6.14 Til/Cruise
- 6.15 Cab Steps (black)
- 6.17 Power Windows/locks/mirrors
- 6.20' Trailer Tow Package
- 6.34 Tailgate Step
- 6.36 Spray Bed Liner
- 6.43 Delivery Fee
- 7.03 Tool Box
- 7.04 Trailer Hitch
- 7.05 Trailer Wiring
- 7.06 Trailer Ball
- 7.08 Window Tint, ext cab
- 7.14 County Emergency Package

	\$ 1,716.00	\$ 4,400.00
	\$ 215.00	\$ 210.00
	\$ 262.00	\$ 300.00
	\$ 1,088.00	\$ 890.00
	\$ 555.00	\$ 554.00
	\$ 355.00	\$ 351.00
	\$ 375.00	\$ 400.00
	\$ 125.00	\$ 50.00
	\$ 475.00	\$ 400.00
	\$ 50.00	\$ 150.00
	\$ -	\$ -
	\$ 25.00	\$ 22.00
	\$ 145.00	\$ 160.00
	\$ 825.00	\$ 778.00

OPTIONS TOTAL	\$ 6,211.00	\$ 8,665.00
BASE PRICE:	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE	Non-Compliant	\$ 26,198.00	\$ 28,114.00
---	----------------------	--------------	--------------

2018 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:
3.3L V6 flex fuel engine
6 speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
Power Steering/ABS Brakes
Rear View back up camera
Vynyl 40/20/40 Bench seat
Rubber Floor Covering
Full Size Spare/Step bumper
Auto Lamp Headlights
Short Bed (6.5 ft.)
6500 GVWR
P245/70RX17 Tires
Rain Sensing wipers

5.01

GJF Local Vendor Match **\$ 26,198.00** ✓

EXT COLOR:

INT COLOR:

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: RECREATION

Funds: CAPITAL OUTLAY

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
	\$ 19,987.00	\$19,449

6.15 Cab Steps (black)
6.34 Tailgate Step
6.36 Spray Bed Liner
6.43 Delivery Fee
7.03 Tool Box
7.07 Window Tint, reg cab
7.14 County Emergency Package

	\$ 262.00	\$ 300.00
	\$ 355.00	\$ 351.00
	\$ 375.00	\$ 400.00
	\$ 125.00	\$ 50.00
	\$ 475.00	\$ 400.00
	\$ 125.00	\$ 150.00
	\$ 825.00	\$ 778.00

OPTIONS TOTAL	\$ 2,542.00	\$ 2,429.00
BASE PRICE:	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE	Non-Compliant	\$ 22,529.00	\$ 21,878.00
---	---------------	--------------	---------------------

2018 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

3.3L V6 flex fuel engine
6 speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
5.01 Power Steering/ABS Brakes
Rear View back up camera
Vynyl 40/20/40 Bench seat
Rubber Floor Covering
Full Size Spare/Step bumper
Auto Lamp Headlights
Short Bed (6.5 ft.)
6500 GVWR
P245/70RX17 Tires
Rain Sensing wipers

EXT COLOR:

INT COLOR:

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: Code Enforcement

Funds: Capital Outlay

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
	\$ 19,987.00	\$19,449

- 6.14 Tilt/Cruise
- 6.15 Cab Steps (black)
- 6.17 Power Windows/locks/mirrors
- 6.34 Tailgate Step
- 6.36 Spray Bed Liner
- 6.43 Delivery Fee
- 7.03 Tool Box
- 7.07 Window Tint, reg cab
- 7.14 County Emergency Package

	\$ 215.00	\$ 210.00
	\$ 262.00	\$ 300.00
	\$ 1,088.00	\$ 890.00
	\$ 355.00	\$ 351.00
	\$ 375.00	\$ 400.00
	\$ 125.00	\$ 50.00
	\$ 475.00	\$ 400.00
	\$ 125.00	\$ 150.00
	\$ 825.00	\$ 778.00

OPTIONS TOTAL	\$ 3,845.00	\$ 3,529.00
BASE PRICE:	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE	Non-Compliant	\$ 23,832.00	\$ 22,978.00
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2018 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

- 3.3L V6 flex fuel engine
- 6 speed Automatic Transmission
- Factory Installed A/C
- AM-FM Radio
- Solar Tinted Glass
- 5.01 Power Steering/ABS Brakes
- Rear View back up camera
- Vynyl 40/20/40 Bench seat
- Rubber Floor Covering
- Full Size Spare/Step bumper
- Auto Lamp Headlights
- Short Bed (6.5 ft.)
- 6500 GVWR
- P245/70RX17 Tires
- Rain Sensing wipers

EXT COLOR:

INT COLOR:



Administrative Services Committee Meeting
5/14/2019 1:20 PM
2019 - General Fund F-150s

Department: Central Services Department - Fleet Management Division

Presenter: Ron Crowden

Caption: Central Services Department - Fleet Management Division requests the purchase of 7 Pickup Trucks for various departments in the General Fund. Bid Item 19-140 - Gerald Jones Ford

Background: The Engineering Department - Maintenance Division is requesting the replacement of a 1999 Ford F150, asset number 994179, with 176,240 miles for a 2019 Ford F150. The Recreation Department is requesting the replacement of three trucks; asset number 206055, a 2006 Ford F150 with 174,003 miles, asset number 994170, a 1999 Ford Ranger that was totaled in an accident and asset number 206052, a 2006 Ford Ranger with 146,546 miles. The Central Services Department - Construction Division is requesting the replacement of a 2005 Ford F150, asset number 204344, with 108,043 miles that needs a new transmission and the cost to repair exceeds the value of the vehicle. The Planning and Development Department - Code Enforcement Division is requesting the replacement of two 2001 Ford Rangers. Asset number 204324 with 170,176 miles and Asset number F00087 with 169,158 miles. Bid Tab Sheets and vehicle evaluations are attached.

Analysis: The Procurement Department published a competitive bid using the Demand Star application for 2019 6500 GVWR Pick-up Truck (Bid #19-140). Invitations to Bid were sent to 24 vendors with four vendors responding and two being non-compliant. Bid tab sheets are attached for your review. Bid# 19-140: 2019 Ford F150 – Gerald Jones – \$23,433 – Allan Vigil Ford - \$24,297 Bid# 19-140: 2019 Ford F150 – Allan Vigil Ford - \$26,198 - Gerald Jones – \$28,114 GJF accepted the Local Vendor Preference Option at \$26,198 Bid# 19-140: 2019 Ford F150 – Allan Vigil Ford - \$21,878 - Gerald Jones – \$22,529 Bid# 19-140: 2019 Ford F150 – Allan Vigil Ford - \$22,978 - Gerald Jones – \$23,832 Bid# 19-140: 2019 Ford F150 – Allan Vigil

Ford - \$25,827 - Gerald Jones – \$27,878 GJF accepted the Local Vendor Preference Option at \$25,827

Financial Impact: 2 – 2019 Ford F150 @ \$23,433 each; 1 – 2019 Ford F150 @ \$26,198; 2 – 2019 Ford F150 @ \$21,878 each; 1 – 2019 Ford F150 @ \$22,978 each; 1 – 2019 Ford F150 @ \$25,827 each;. The total purchase orders designated to Gerald Jones Ford is \$165,625. The vehicles will be purchased using Capital Outlay

Alternatives: (1) Approve the request; (2) Do not approve the request

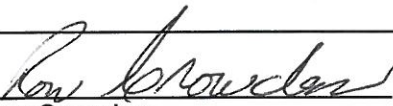
Recommendation: Approve the purchase of 7 - Ford F150s for General Fund Departments.

Funds are Available in the Following Accounts: 2019 Capital Outlay - 272-01-6440/54.22210

REVIEWED AND APPROVED BY:

Finance.
Procurement.
Law.
Administrator.
Clerk of Commission

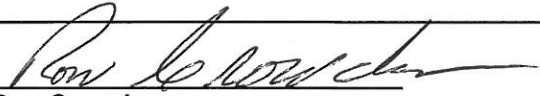
AUGUSTA, GEORGIA
FINANCE DEPARTMENT-FLEET MANAGEMENT DIVISION
REPLACEMENT CRITERIA FORM

Department Name: Utilities - Customer Services		Department Number 506-04-3210		Date: 2/21/2019	
Vehicle Description: 2011 Ford Ranger			Asset #:		210165
Assigned Use: Meter Reader					
Actual Age: 9		Current miles: 123,502		Purchase Price: \$14,567.00	
Life Expectancy Criteria Requirements -(Policy Evaluation)					
Age: 9	Miles or Hours 12	Type of Service 2	Reliability 2	Maint/Repair 5	Condition: 2
Evaluation Points 32			Policy Evaluation Results: Needs immediate consideration for replacement		
Fleet Managers Recommendation: This vehicle was totaled in an accident					
 Ron Crowden Fleet Manager					
Replacement Date: 2019			Fiscal Year Replacement: 2019		
Estimated Replacement Cost: \$22,978.00			Funding Source: GMA Lease Program		

RANGES

Under 18 Points	Excellent	18 to 22 Points	Good
23 to 27 Points	Qualifies for Replacement		
28 Points or more	Needs immediate consideration for replacement		

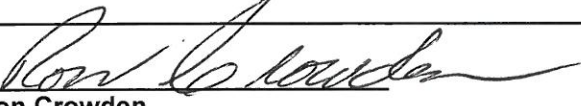
AUGUSTA, GEORGIA
FINANCE DEPARTMENT-FLEET MANAGEMENT DIVISION
REPLACEMENT CRITERIA FORM

Department Name: UTILITIES-MAX HICKS PLANT		Department Number 506-04-3540		Date: 2/21/2019	
Vehicle Description: 2009 FORD RANGER			Asset #:		209109
Assigned Use:					
Actual Age: 10		Current miles: 200,013		Purchase Price: \$16,216.00	
Life Expectancy Criteria Requirements -(Policy Evaluation)					
Age: 10	Miles or Hours 20	Type of Service 3	Reliability 2	Maint/Repair 2	Condition: 3
Evaluation Points 40			Policy Evaluation Results: Needs immediate consideration for replacement		
Fleet Managers Recommendation:					
This vehicle is past its life expectancy in age. This vehicle has 39 work orders with a total of \$6,690.59 in repairs. Recommend this vehicle be replaced.					
					
Ron Crowden Fleet Manager					
Replacement Date: 2019			Fiscal Year Replacement: 2019		
Estimated Replacement Cost: \$22,978.00			Funding Source: GMA Lease Program		

RANGES

Under 18 Points	Excellent	18 to 22 Points	Good
23 to 27 Points	Qualifies for Replacement		
28 Points or more	Needs immediate consideration for replacement		

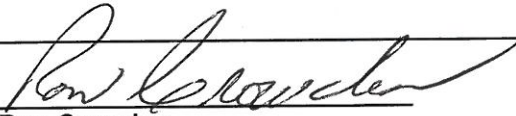
AUGUSTA, GEORGIA
FINANCE DEPARTMENT-FLEET MANAGEMENT DIVISION
REPLACEMENT CRITERIA FORM

Department Name: UTILITIES-MAX HICKS PLANT		Department Number 506-04-3540		Date: 2/21/2019	
Vehicle Description: 2009 FORD RANGER			Asset #:		209108
Assigned Use:					
Actual Age: 10		Current miles: 189,503		Purchase Price: \$16,216.00	
Life Expectancy Criteria Requirements -(Policy Evaluation)					
Age: 10	Miles or Hours 19	Type of Service 3	Reliability 3	Maint/Repair 2	Condition: 3
Evaluation Points 40			Policy Evaluation Results: Needs immediate consideration for replacement		
Fleet Managers Recommendation:					
This vehicle is past its life expectancy in age. This vehicle has 48 work orders with a total of \$7,942.36 in repairs. Recommend this vehicle be replaced.					
 Ron Crowden Fleet Manager					
Replacement Date: 2019			Fiscal Year Replacement: 2019		
Estimated Replacement Cost: \$22,978.00			Funding Source: GMA Lease Program		

RANGES

Under 18 Points	Excellent	18 to 22 Points	Good
23 to 27 Points	Qualifies for Replacement		
28 Points or more	Needs immediate consideration for replacement		

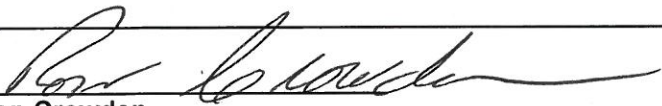
AUGUSTA, GEORGIA
FINANCE DEPARTMENT-FLEET MANAGEMENT DIVISION
REPLACEMENT CRITERIA FORM

Department Name: UTILITIES-MAX HICKS PLANT		Department Number 506-04-3540		Date: 2/21/2019	
Vehicle Description: 2009 FORD RANGER			Asset #:		209107
Assigned Use:					
Actual Age: 10		Current miles: 159,983		Purchase Price: \$16,216.00	
Life Expectancy Criteria Requirements -(Policy Evaluation)					
Age: 10	Miles or Hours 16	Type of Service 3	Reliability 2	Maint/Repair 2	Condition: 3
Evaluation Points 36			Policy Evaluation Results: Needs immediate consideration for replacement		
Fleet Managers Recommendation:					
This vehicle is past its life expectancy in age. This vehicle has 39 work orders with a total of \$6,461.06 in repairs. Recommend this vehicle be replaced.					
 Ron Crowden Fleet Manager					
Replacement Date: 2019			Fiscal Year Replacement: 2019		
Estimated Replacement Cost: \$22,978.00			Funding Source: GMA Lease Program		

RANGES

Under 18 Points	Excellent	18 to 22 Points	Good
23 to 27 Points	Qualifies for Replacement		
28 Points or more	Needs immediate consideration for replacement		

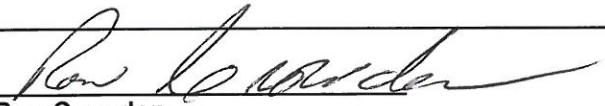
AUGUSTA, GEORGIA
FINANCE DEPARTMENT-FLEET MANAGEMENT DIVISION
REPLACEMENT CRITERIA FORM

Department Name: Utilities-C&M		Department Number 506-04-3410		Date: 2/21/2019	
Vehicle Description: 2001 Dodge Ram 1500			Asset #:		F00143
Assigned Use:					
Actual Age: 18		Current miles: 143,264		Purchase Price: \$21,392.00	
Life Expectancy Criteria Requirements -(Policy Evaluation)					
Age: 18	Miles or Hours 14	Type of Service 3	Reliability	Maint/Repair 3	Condition:
Evaluation Points			Policy Evaluation Results: Needs immediate consideration for replacement		
Fleet Managers Recommendation:					
This vehicle is past its life expectancy in age and mileage. This vehicle has 73 work orders with a total of \$20,043.37 in repairs. The truck needs a transmission replacement. Recommend this vehicle be replaced.					
					
Ron Crowden Fleet Manager					
Replacement Date: 2019			Fiscal Year Replacement: 2019		
Estimated Replacement Cost: \$21,392.00			Funding Source: GMA Lease Program		

RANGES

Under 18 Points	Excellent	18 to 22 Points	Good
23 to 27 Points	Qualifies for Replacement		
28 Points or more	Needs immediate consideration for replacement		

AUGUSTA, GEORGIA
FINANCE DEPARTMENT-FLEET MANAGEMENT DIVISION
REPLACEMENT CRITERIA FORM

Department Name: UTILITIES-RWPS		Department Number 506-04-3510		Date: 2/21/2019	
Vehicle Description: 2002 FORD EXPLORER				Asset #: F02061	
Assigned Use:					
Actual Age: 17		Current miles: 125,616		Purchase Price: \$23,297.55	
Life Expectancy Criteria Requirements -(Policy Evaluation)					
Age: 17	Miles or Hours 12	Type of Service 3	Reliability 2	Maint/Repair 3	Condition: 3
Evaluation Points 40			Policy Evaluation Results: Needs immediate consideration for replacement		
Fleet Managers Recommendation:					
This vehicle is past its life expectancy in age. This vehicle has 34 work orders with a total of \$12,382.27 in repairs. Recommend this vehicle be replaced.					
					
Ron Crowden Fleet Manager					
Replacement Date: 2019			Fiscal Year Replacement: 2019		
Estimated Replacement Cost: \$22,978.00			Funding Source: GMA Lease Program		

RANGES

Under 18 Points	Excellent	18 to 22 Points	Good
23 to 27 Points	Qualifies for Replacement		
28 Points or more	Needs immediate consideration for replacement		

Invitation to Bid

Sealed bids will be received at this office until **Friday, February 15, 2019 @ 11:00 a.m.** for furnishing:

Bid Item #19-140 2019 6500GVWR Pickup Truck – Augusta, GA Central Services Department - Fleet Maintenance

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 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, February 1, 2019 @ 5:00 P.M. No bid will be accepted by fax, all must be received by mail or hand delivered.

The local bidder preference program is applicable to this project. To be approved as a local bidder and receive bid preference an eligible bidder must submit a completed and signed written application to become a local bidder at least thirty (30) days prior to the date bids are received on an eligible local project. An eligible bidder who fails to submit an application for approval as a local bidder at least thirty (30) days prior to the date bids are received on an eligible local project, and who otherwise meets the requirements for approval as a local bidder, will not be qualified for a bid preference on such eligible local project.

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: 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 January 10, 17, 24, 31, 2019
Metro Courier January 10, 2019



Bid Opening Item #19-140 - 2019 6500 GVWR Pick-Up
for Augusta, Georgia- Central Services Department-
Fleet Maintenance Division
Bid Due: Friday, February 15, 2019 @ 11:00 a.m.

Total Number Specifications Mailed Out: 24
Total Number Specifications Download (Demandstar): 3
Total Electronic Notifications (Demandstar): 54
Mandatory Pre-Bid/Telephone Conference: N/A
Total packages submitted: 3
Total Non-Compliant: 0

VENDORS	WADE FORD INC 3860 S COBB DRIVE SE SMYRNA, GA 30080	ALLEN VIGIL FORD (Bob Burtner) 6790 MT. ZION BLVD MORROW, GA 30260	NICHOLS FLEET EQUIPMENT 2401 EAST 31ST STREET CHATTANOOGA, TN. 37407	GERALD JONES FORD 3480 WRIGHTSBORO RD AUGUSTA, GA 30909
Attachment B	YES	YES	NO BID	Yes
E-Verify Number	314470	94460		933751
SAVE Form	YES	YES		Yes

VEHICLE/OPTIONS REQUIRED

5.01 2019 Pickup Truck (1/2 ton), 6500 GVWR, Regular Cab, 6 Cyl, 4x2, SWB	\$19,789.00	\$19,987.00		\$19,449.00
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6.00 MANUFACTURER OPTIONS

6.01 5.0L V8 Flex Fuel Engine	\$1,825.00	\$1,836.00		\$1,895.00
6.02 3.5L V6 EcoBoost	\$2,388.00	\$2,388.00		\$2,445.00
6.03 2.7L V6 EcoBoost	\$925.00	\$916.00		Standard
6.04 Long Bed (8ft)	\$287.00	\$285.00		\$300.00
6.05 Extended range fuel tank	\$407.00	\$410.00		\$420.00
6.06 Super Cab (6.5ft bed)	\$20,703.00	\$1,716.00		\$4,400.00
6.07 Super Cab (8ft bed)	\$21,943.00	\$3,375.00		N/A
6.08 4X4 Option (All Models)	\$4,436.00	\$1,995.00		\$4,900.00
6.09 Skid Plates	\$146.00	\$155.00		\$150.00
6.10 Fog Lights	\$127.00	\$135.00		\$130.00
6.11 Crew Cab XL SWB	\$22,995.00	\$3,365.00		\$6,700.00



**Bid Opening Item #19-140 - 2019 6500 GVWR Pick-Up
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6.12 Crew Cab XL LWB	\$23,935.00	\$5,325.00		N/A
6.13 Limited Slip Axle	\$519.00	\$525.00		\$530.00
6.14 Tilt / Cruise	\$210.00	\$215.00		\$210.00
6.15 Cab Steps	\$232.00	\$262.00		\$300.00
6.16 Daytime Running Lights	\$41.00	\$42.00		\$42.00
6.17 Power Windows/Locks/Mirrors	\$1,069.00	\$1,088.00		\$890.00
6.18 Power Seat	\$322.00	\$345.00		\$322.00
6.19 Class IV Hitch (w/o tow pkg)	\$95.00	\$100.00		\$89.00
6.20 Trailer Tow Pkg	\$920.00	\$555.00		\$554.00
6.21 Trailer Tow Pkg (w/101A pkg)	\$1,202.00	\$916.00		\$915.00
6.22 Tow Mirrors w/ spotlights	\$397.00	\$495.00		\$440.00
6.23 XL w/Power W-L-M, SYNC, AM/FM/CD, Cruise Control	\$2,252.00	\$2,075.00		\$1,220.00
6.24 Cruise Control & SYNC	\$597.00	\$690.00		\$595.00
6.25 40-20-40 Cloth Split Bench	No Charge	No Charge		\$150.00
6.26 Cloth Buckets w/Console	\$305.00	\$275.00		\$275.00
6.27 Electric Brake Controller	\$265.00	\$265.00		\$260.00
6.28 Carpet w/Mats	\$151.00	\$140.00		\$135.00



**Bid Opening Item #19-140 - 2019 6500 GVWR Pick-Up
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6.29 XL SSV Package	\$46.00	\$49.00		\$48.00
6.30 XLT Package	\$4,100.00	\$4,763.00		\$5,560.00
6.31 Rear window defroster & Bumpers	\$205.00	\$305.00		\$93.00
6.32 Aluminum Wheels & Bumpers	Included	\$740.00		\$715.00
6.33 Box Side Steps	\$299.00	\$305.00		\$300.00
6.34 Tailgate Step	\$346.00	\$355.00		\$351.00
6.35 Reverse Sensing	\$250.00	\$255.00		\$260.00
6.36 Spray-In	\$549.00	\$375.00		\$400.00
6.37 Exterior Color Not Included in Base Price Color: _____	\$601.00	\$950.00		No Charge
6.38 Exterior Color Not Included in Base Price Color: _____	\$601.00	No Charge		No Charge
6.39 Exterior Color Not Included in Base Price Color: _____	\$601.00	N/A		No Charge
6.40 Interior Color Not Included in Base Price Color: _____	\$601.00	N/A		No Charge
6.41 Interior Color Not Included in Base Price Color: _____	No Charge	N/A		No Charge



Bid Opening Item #19-140 - 2019 6500 GVWR Pick-Up
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6.42 Interior Color Not Included in Base Price Color: _____	No Charge	N/A		N/A
6.43 Delivery Fee per Vehicle	No Charge	\$125.00		\$50.00
7.00 OUTFITTER'S SPECIALTY ITEMS				
7.01 Fire extinguisher	\$51.00	\$55.00		\$50.00
7.02 Outlet receptacle	\$65.00	\$70.00		\$65.00
7.03 Toolbox – aluminum box with lockable door(s),	\$392.00	\$475.00		\$400.00
7.04 Trailer hitch – Class IV connection,	\$325.00	\$50.00		\$150.00
7.05 Trailer wiring	\$65.00	Included		Included
7.06 Trailer ball – 2 inch hitch ball	\$38.00	\$25.00		\$22.00
7.07 Window tint, regular cab	\$155.00	\$125.00		\$150.00
7.08 Window tint, extended cab	\$155.00	\$145.00		\$160.00
7.09 Window tint, crew cab	\$165.00	\$165.00		\$160.00
7.10 Add on step – single, tube metal type	\$590.00	\$185.00		\$230.00
7.11 Backup alarm	\$85.00	\$80.00		\$75.00
7.12 Drill Free Light Bar Cab Mount (part #: 8895150,	\$647.00	\$690.00		\$647.00
7.13 LED top mount light	\$542.00	\$650.00		\$537.00



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7.14 County Emergency Equipment Package	\$782.00	\$825.00		\$778.00
7.15 Fire Emergency Equipment Package	\$1,741.00	\$1,795.00		\$1,728.00
2019 6500 GVWR PICKUP TRUCK				
Year	2019	2019		2019
Make	Ford	Ford		Ford
Model	F150	F150		F150XL
Approximate Delivery Time	12 Weeks ARO	90-120 DAYS		90 DAYS ARO



Central Services Department

Takiyah A. Douse, Director
Ron Crowden, Fleet Manager

Fleet Management
1568-C Broad Street
Augusta GA 30904
Phone: (706) 821-2892

MEMORANDUM

TO: Geri Sams, Director, Procurement Department
THROUGH: Takiyah A. Douse, Director, Central Services Department
FROM: Ron Crowden, Fleet Manager, Central Services Department
DATE: March 6, 2019
SUBJECT: Recommendation for Bid #19-140 – 2019 6500 GVWR Pick-Up

Bid 19-140 is recommended for award based on the requirements and options needed by various departments, divisions and positions. The following recommendations are to purchase eleven trucks for the Utilities Department:

Gerald Jones

- 1 - Regular Cab with required options for Utilities-Customer Service - \$22,978
- 3 - Regular Cab with required options for Utilities-Max Hicks Filter Plant - \$22,978

Wade Ford

- 1 - Super Cab with required options for Utilities-Customer Service - \$23,891

Allan Vigil Ford

- 1 - Super Cab with required options for Utilities-RWPS - \$27,838
- 2 - Super Cab with required options for Utilities-Construction & Maintenance - \$29,829
- 3 - Super Cab with required options for Utilities-Facilities Maintenance - \$29,614

Please advise this office upon completion of notifications so that we may proceed with the acquisition process.

If you need further information or if you have any questions regarding this recommendation, please contact the Fleet Management Office at 706-821-2892.

RGC/kb

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: Utilities-Customer Service

Funds: GMA Lease Program

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
\$ 19,789.00	\$ 19,987.00	\$19,449

6.14 Tilt/Cruise
6.15 Cab Steps (black)
6.17 Power Windows/locks/mirrors
6.34 Tailgate Step
6.36 Spray Bed Liner
6.43 Delivery Fee
7.03 Tool Box
7.07 Window Tint, reg cab
7.14 County Emergency Package

\$ 210.00	\$ 215.00	\$ 210.00
\$ 232.00	\$ 262.00	\$ 300.00
\$ 1,069.00	\$ 1,088.00	\$ 890.00
\$ 346.00	\$ 355.00	\$ 351.00
\$ 549.00	\$ 375.00	\$ 400.00
\$ -	\$ 125.00	\$ 50.00
\$ 392.00	\$ 475.00	\$ 400.00
\$ 155.00	\$ 125.00	\$ 150.00
\$ 782.00	\$ 825.00	\$ 778.00

OPTIONS TOTAL	\$ 3,735.00	\$ 3,845.00	\$ 3,529.00
BASE PRICE:	\$ 19,789.00	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE	\$ 23,524.00	\$ 23,832.00	\$ 22,978.00
---	---------------------	---------------------	---------------------

2019 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

3.3L V6 flex fuel engine
6 speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
5.01 Power Steering/ABS Brakes
Rear View back up camera
Vynyl 40/20/40 Bench seat
Rubber Floor Covering
Full Size Spare/Step bumper
Auto Lamp Headlights
Short Bed (6.5 ft.)
6500 GVWR
P245/70RX17 Tires
Rain Sensing wipers

EXT COLOR:

INT COLOR:

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: Utilities-Maxs Hicks Plant

Funds: GMA Lease Program

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
\$ 19,789.00	\$ 19,987.00	\$19,449

6.14 Tilt/Cruise
6.15 Cab Steps (black)
6.17 Power Windows/locks/mirrors
6.34 Tailgate Step
6.36 Spray Bed Liner
6.43 Delivery Fee
7.03 Tool Box
7.07 Window Tint, reg cab
7.14 County Emergency Package

\$ 210.00	\$ 215.00	\$ 210.00
\$ 232.00	\$ 262.00	\$ 300.00
\$ 1,069.00	\$ 1,088.00	\$ 890.00
\$ 346.00	\$ 355.00	\$ 351.00
\$ 549.00	\$ 375.00	\$ 400.00
\$ -	\$ 125.00	\$ 50.00
\$ 392.00	\$ 475.00	\$ 400.00
\$ 155.00	\$ 125.00	\$ 150.00
\$ 782.00	\$ 825.00	\$ 778.00

OPTIONS TOTAL	\$ 3,735.00	\$ 3,845.00	\$ 3,529.00
BASE PRICE:	\$ 19,789.00	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE	\$ 23,524.00	\$ 23,832.00	\$ 22,978.00
---	--------------	--------------	---------------------

2019 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

3.3L V6 flex fuel engine
6 speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
5.01 Power Steering/ABS Brakes
Rear View back up camera
Vynyl 40/20/40 Bench seat
Rubber Floor Covering
Full Size Spare/Step bumper
Auto Lamp Headlights
Short Bed (6.5 ft.)
6500 GVWR
P245/70RX17 Tires
Rain Sensing wipers

EXT COLOR:

INT COLOR:

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: Utilities-Customer Service

Funds: GMA Lease Program

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
\$ 19,789.00	\$ 19,987.00	\$19,449

6.06 Super Cab (6.5 ft. bed)
6.14 Tilt/Cruise
6.15 Cab Steps (black)
6.17 Power Windows/locks/mirrors
6.34 Tailgate Step
6.36 Spray Bed Liner
6.43 Delivery Fee
7.14 County Emergency Package

\$ 914.00	\$ 1,716.00	\$ 4,400.00
\$ 210.00	\$ 215.00	\$ 210.00
\$ 232.00	\$ 262.00	\$ 300.00
\$ 1,069.00	\$ 1,088.00	\$ 890.00
\$ 346.00	\$ 355.00	\$ 351.00
\$ 549.00	\$ 375.00	\$ 400.00
\$ -	\$ 125.00	\$ 50.00
\$ 782.00	\$ 825.00	\$ 778.00

OPTIONS TOTAL	\$ 4,102.00	\$ 4,961.00	\$ 7,379.00
BASE PRICE:	\$ 19,789.00	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE	\$ 23,891.00	\$ 24,948.00	\$ 26,828.00
---	---------------------	---------------------	---------------------

2019 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

3.3L V6 flex fuel engine
6 speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
5.01 Power Steering/ABS Brakes
Rear View back up camera
Vynyl 40/20/40 Bench seat
Rubber Floor Covering
Full Size Spare/Step bumper
Auto Lamp Headlights
Short Bed (6.5 ft.)
6500 GVWR
P245/70RX17 Tires
Rain Sensing wipers

EXT COLOR:

INT COLOR:

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: Utilites-Construction and Maintenance

Funds: GMA Lease Program

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
\$ 19,789.00	\$ 19,987.00	\$19,449

6.01 5.0L V8 Flex Fuel engine
6.06 Super Cab (6.5 ft. bed)
6.08 4X4 Option (all models)
6.09 Skid Plates
6.14 Tilt/Cruise
6.15 Cab Steps (black)
6.17 Power Windows/locks/mirrors
6.20' Trailer Tow Package
6.36 Spray Bed Liner
6.43 Delivery Fee
7.03 Tool Box
7.04 Trailer Hitch
7.05 Trailer Wiring
7.06 Trailer Ball
7.08 Window Tint, ext cab
7.14 County Emergency Package

\$ 1,825.00	\$ 1,836.00	\$ 1,895.00
\$ 914.00	\$ 1,716.00	\$ 4,400.00
\$ 4,436.00	\$ 1,995.00	\$ 4,900.00
\$ 146.00	\$ 155.00	\$ 150.00
\$ 210.00	\$ 215.00	\$ 210.00
\$ 232.00	\$ 262.00	\$ 300.00
\$ 1,069.00	\$ 1,088.00	\$ 890.00
\$ 920.00	\$ 555.00	\$ 554.00
\$ 549.00	\$ 375.00	\$ 400.00
\$ -	\$ 125.00	\$ 50.00
\$ 392.00	\$ 475.00	\$ 400.00
\$ 325.00	\$ 50.00	\$ 150.00
\$ 65.00	\$ -	\$ -
\$ 38.00	\$ 25.00	\$ 22.00
\$ 155.00	\$ 145.00	\$ 160.00
\$ 782.00	\$ 825.00	\$ 778.00

OPTIONS TOTAL	\$ 12,058.00	\$ 9,842.00	\$ 15,259.00
BASE PRICE:	\$ 19,789.00	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE	\$ 31,847.00	\$ 29,829.00	\$ 34,708.00
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2019 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

3.3L V6 flex fuel engine
6 speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
5.01 Power Steering/ABS Brakes
Rear View back up camera
Vynyl 40/20/40 Bench seat
Rubber Floor Covering
Full Size Spare/Step bumper
Auto Lamp Headlights
Short Bed (6.5 ft.)
6500 GVWR
P245/70RX17 Tires
Rain Sensing wipers

EXT COLOR:

INT COLOR:

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: Utilities-RWPS

Funds: GMA Lease Program

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
\$ 19,789.00	\$ 19,987.00	\$19,449

6.06 Super Cab (6.5 ft. bed)
6.08 4X4 Option (all models)
6.14 Tilt/Cruise
6.15 Cab Steps (black)
6.17 Power Windows/locks/mirrors
6.20' Trailer Tow Package
6.36 Spray Bed Liner
6.43 Delivery Fee
7.03 Tool Box
7.04 Trailer Hitch
7.05 Trailer Wiring
7.06 Trailer Ball
7.08 Window Tint, ext cab
7.14 County Emergency Package

\$ 914.00	\$ 1,716.00	\$ 4,400.00
\$ 4,436.00	\$ 1,995.00	\$ 4,900.00
\$ 210.00	\$ 215.00	\$ 210.00
\$ 232.00	\$ 262.00	\$ 300.00
\$ 1,069.00	\$ 1,088.00	\$ 890.00
\$ 920.00	\$ 555.00	\$ 554.00
\$ 549.00	\$ 375.00	\$ 400.00
\$ -	\$ 125.00	\$ 50.00
\$ 392.00	\$ 475.00	\$ 400.00
\$ 325.00	\$ 50.00	\$ 150.00
\$ 65.00	\$ -	\$ -
\$ 38.00	\$ 25.00	\$ 22.00
\$ 155.00	\$ 145.00	\$ 160.00
\$ 782.00	\$ 825.00	\$ 778.00

OPTIONS TOTAL \$ 10,087.00 \$ 7,851.00 \$ 13,214.00

BASE PRICE: \$ 19,789.00 \$ 19,987.00 \$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE \$ 29,876.00 \$ 27,838.00 \$ 32,663.00

2019 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

3.3L V6 flex fuel engine
6 speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
5.01 Power Steering/ABS Brakes
Rear View back up camera
Vynyl 40/20/40 Bench seat
Rubber Floor Covering
Full Size Spare/Step bumper
Auto Lamp Headlights
Short Bed (6.5 ft.)
6500 GVWR
P245/70RX17 Tires
Rain Sensing wipers

EXT COLOR:

INT COLOR:

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 2/15/19 @ 11:00

Department: Utilities-Facilities Maintenance

Funds: GMA Lease Program

BID 19-140

Year
Brand
Model
Delivery Date
Base Price

Wade Ford	Allan Vigil Ford	Gerald Jones
2019	2019	2019
Ford	Ford	Ford
F150	F150	F150
12 WEEKS	90-120 DAYS	90-DAYS ARO
\$ 19,789.00	\$ 19,987.00	\$19,449

6.01 5.0L V8 Flex Fuel engine
6.06 Super Cab (6.5 ft. bed)
6.08 4X4 Option (all models)
6.09 Skid Plates
6.15 Cab Steps (black)
6.17 Power Windows/locks/mirrors
6.20* Trailer Tow Package
6.36 Spray Bed Liner
6.43 Delivery Fee
7.03 Tool Box
7.04 Trailer Hitch
7.05 Trailer Wiring
7.06 Trailer Ball
7.08 Window Tint, ext cab
7.14 County Emergency Package

\$ 1,825.00	\$ 1,836.00	\$ 1,895.00
\$ 914.00	\$ 1,716.00	\$ 4,400.00
\$ 4,436.00	\$ 1,995.00	\$ 4,900.00
\$ 146.00	\$ 155.00	\$ 150.00
\$ 232.00	\$ 262.00	\$ 300.00
\$ 1,069.00	\$ 1,088.00	\$ 890.00
\$ 920.00	\$ 555.00	\$ 554.00
\$ 549.00	\$ 375.00	\$ 400.00
\$ -	\$ 125.00	\$ 50.00
\$ 392.00	\$ 475.00	\$ 400.00
\$ 325.00	\$ 50.00	\$ 150.00
\$ 65.00	\$ -	\$ -
\$ 38.00	\$ 25.00	\$ 22.00
\$ 155.00	\$ 145.00	\$ 160.00
\$ 782.00	\$ 825.00	\$ 778.00

OPTIONS TOTAL	\$ 11,848.00	\$ 9,627.00	\$ 15,049.00
BASE PRICE:	\$ 19,789.00	\$ 19,987.00	\$ 19,449.00

TOTAL FOR OPTIONS AND BASE PRICE	\$ 31,637.00	\$ 29,614.00	\$ 34,498.00
---	--------------	--------------	--------------

2019 Ford F-150 (1/2 ton)
Regular Cab, 6 Cyl, 4X2 SWB

Equipment included in base price:

3.3L V6 flex fuel engine
6 speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
5.01 Power Steering/ABS Brakes
Rear View back up camera
Vynyl 40/20/40 Bench seat
Rubber Floor Covering
Full Size Spare/Step bumper
Auto Lamp Headlights
Short Bed (6.5 ft.)
6500 GVWR
P245/70RX17 Tires
Rain Sensing wipers

EXT COLOR:

INT COLOR:

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)**Bid Number** ITB-19-140-0-2019/nw**Bid Name** 2019 6500GVWR Pickup Truck

3 Planholder(s) found.

Supplier Name 	City	State	Phone	Fax
ACME AUTO LEASING LLC	NORTH HAVEN	CT	2032346850	2032346858
Dodge Data	Arlington	TX	4133767032	
Duval Ford Fleet	Jacksonville	FL	9043882144	9043816556

Page 1 of 1

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RUSH TRUCK CENTER
2925 GUN CLUB ROAD
AUGUSTA, GA 30907

MATHEWS MOTORS
1351 GORDON HWY,
AUGUSTA, GA 30901

DIVERSIFIED FABRICATORS, INC
1325 HIGHWAY 41 BYPASS S.
GRIFFIN, GA. 30224

MCH KENWORTH
4318 BELAIR FRONTAGE ROAD
AUGUSTA, GA 30909

PADGETT TRUCK BODIES & EQUIP
2026 JEFFERSON DAVIS HIGHWAY
GRANITEVILLE, S.C. 29829

FREIGHTLINER OF AUGUSTA
2930 RIVERWEST DRIVE
AUGUSTA, GA 30907

HINO TRUCKS OF AUGUSTA
1351 GORDON HWY
AUGUSTA, GA 30901

SEA TRUCKS SALES
422 GRANGE ROAD
SAVANNAH, GA 31407

MACK TRUCKS
420 PATIO PL
COLUMBIA, SC 29212

ROBERT'S INTERNATIONAL TRUCKS
300 LONGWOOD DRIVE
RICHMOND HILL, GA 31324

FONTAINE TRUCK EQUIPMENT CO
9827 MOUNT HOLLY ROAD
CHARLOTTE, NC 28214

WEST GEORGIA MOBILE HYDRAULICS
98 EDGE ROAD
POST OFFICE BOX 266
VILLA RICA, GA 30180

NICHOLS FLEET EQUIPMENT
2401 EAST 31ST STREET
CHATTANOOGA, TN. 37407

PEACH STATE FREIGHTLINER
6535 CRESCENT DRIVE
NORCROSS, GA 30071

MILTON RUBEN CHEVROLET
3514 WASHINGTON RD
AUGUSTA GA 30907

GERALD JONES FORD
ATTN: TROY SNOW
3480 WRIGHTSBORO ROAD
AUGUSTA, GA 30909

FAIRWAY FORD
4333 WASHINGTON ROAD
EVANS, GA 30809

CHRISTOPHER TRUCKS
1601 WHITE HORSE RD.
GREENVILLE, SC 29605

O.G. HUGHES & SONS
4816 RUTLEDGE PIKE
KNOXVILLE, TN 37914

AKIN FORD/DODGE JEEP
ATTN: ROZ ICENHOUR
220 W MAY STREET
WINDER, GA 30080

WADE FORD
ATTN: JACK EASTLAND/ OR JESSICA
DAVIS
3860 S COBB DRIVE SE
SMYRNA, GA 30080

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

HARDY FORD/MERCURY
1249 CHARLES HARDY PARKWAY
DALLAS, GA 30132

TAKIYAH DOUSE
CENTRAL SERVICES-ADMN

RON CROWDEN
FLEET MAINTENANCE

PHYLLIS MILLS JOHNSON
COMPLIANCE

BID ITEM# 19-140
2019 6500GVWR PICKUP TRUCK FOR
AUGUSTA, GA-CENTRAL SERVICES
DEPARTMENT-FLEET MAINTENANCE
DIVISION
BID DUE: FRIDAY 2/15/19 @ 11:00 A.M.

BID ITEM# 19-140
2019 6500GVWR PICKUP TRUCK FOR
AUGUSTA, GA-CENTRAL SERVICES
DEPARTMENT-FLEET MAINTENANCE
DIVISION
BID MAILED: 1/10/19



Administrative Services Committee Meeting

5/14/2019 1:20 PM

2019 - Utilities F150s

Department: Central Services Department - Fleet Management Division

Presenter: Ron Crowden

Caption: The Utilities Department requests the purchase of 11 Pickup Trucks for various divisions.

Background: The Utilities Customer Service Division is requesting the replacement of a 2011 Ford Ranger, asset number 210165, which was totaled in October 2018 due to an accident. Customer Service is also requesting the purchase of one new Ford F150 that will be used to transport two new employees with computers and a mobile unit. The Utilities Max Hicks Filter Plant is requesting the replacement of three 2009 Ford Rangers; asset number 209109 with 200,652 miles, asset number 209108 with 190,006 miles, and asset number 209107 with 160,906 miles. The Utilities Construction and Maintenance Division is requesting the replacement of a 2001 Dodge Ram, asset number F00143 with 143,264, and the purchase of a new Ford F150 for field operations. In February 2019, the Dodge Ram was determined to be uneconomically repairable and the vehicle was taken out of service. The Utilities Raw Water Pump Station is requesting the replacement of a 2003 Ford Explorer, asset number F02061 with 125,714 miles. The current Ford Explorer does not meet the needs for this division and will be relocated within the department. The Utilities Facilities Maintenance Division is requesting the purchase of three new Ford F150s that will be used for the new fiber optic crew. The trucks will be used to haul equipment and trailers for laying fiber optics. Bid Tab Sheets and vehicle evaluations are attached.

Analysis: The Procurement Department published a competitive bid using the Demand Star application for a 2019 6500GVWR Pick-up Truck (Bid# 19-140). Invitations to Bid were sent to 24 vendors and resulted in two valid responses. Bid tab sheets are attached for your review. Bid 19-140; 2019 6500 GVWR Pickup Truck: 2019 Ford F150 – Gerald Jones – \$22,978 –Allan Vigil Ford - \$23,832 2019 Ford F150 – Allan Vigil Ford - \$24,948 -Gerald

Jones- \$26,828 (\$24,948, local vendor match) GJF Accepted the Local Vendor Preference Option at \$24,948 2019 Ford F150 – Allan Vigil Ford - \$29,829 - Gerald Jones – \$34,708 2019 Ford F150 – Allan Vigil Ford - \$27,838 - Gerald Jones – \$32,663 2019 Ford F150 – Allan Vigil Ford - \$29,614 - Gerald Jones – \$34,498

Financial Impact: 4 – 2019 Ford F150 @ \$22,978 each; 1 – 2019 Ford F150 @ \$24,948; the total for purchase orders designated to Gerald Jones Ford is \$116,860. 2 – 2019 Ford F150 @ \$29,829 each; 1 – 2019 Ford F150 @ \$27,838 each; 3 – 2019 Ford F150 @ \$29,614 each; the total for purchase orders designated to Allan Vigil Ford is \$176,338. The vehicles will be purchased using the GMA Lease Program.

Alternatives: (1) Approve the request; (2) Do not approve the request

Recommendation: Approve the purchase of 11 - Ford F150s for the Utilities Department

Funds are Available in the Following Accounts: Customer Service 506043210-5422210; Max Hicks Plant 506043540-5422210; Construction & Maint 506043410-5422210; Raw Water 506043510-5422210; Facilities Maint 506043580-5422210

REVIEWED AND APPROVED BY:

Finance.
Procurement.
Law.
Administrator.
Clerk of Commission

**Memorandum of Understanding By and Between
Augusta, Georgia ,
and the
Non Profit Entity
FY 2019**

Background and Intent

This Memorandum of Understanding (MOU) clarifies the roles, responsibilities and Augusta, Georgia Homeownership Program.

This Agreement, is made and entered into as of the _____ day of _____ 2019 (“the effective date”) by and between Augusta, Georgia, acting through the Housing and Community Development Department (hereinafter referred to as “HCD”) – with principal offices at 925 Laney Walker Blvd, 3rd Floor, Augusta, Georgia, as party of the first part, hereinafter called “Augusta and CSRA Economic Opportunity Authority, a Georgia nonprofit organization with an expertise in homeownership counseling and homebuyer assistance and HUD Certified, organized pursuant to the Laws of the State of Georgia, hereinafter called “CSRA EOA” as party in the second.

WHEREAS, the sole purpose of this MOU is to encourage cooperation between Augusta, Georgia, CSRA EOA] and to further detail the separate and distinct roles and responsibilities of each party in the HAP program of Housing and Community Development:

WHEREAS, there is a growing mismatch between the local workforce and the local housing stock affordable to them, and;

WHEREAS, Employers, such as Housing and Community Development, are looking at ways to improve their workforce’s access to local homeownership opportunities to reduce long commutes and the resulting tardiness, turnover and recruitment costs, and;

WHEREAS, CSRA EOA, has the expertise to provide quality and efficient services to Augusta, Georgia in assisting their residents purchase homes through counseling sessions and linkages with appropriate lenders, and;

WHEREAS, CSRA EOA supports such linkages between residents and housing organizations as part of its objective of increasing the workforce housing stock while strategically increasing the constituency of affordable housing advocates, and;

WHEREAS, CSRA EOA have worked with the Housing and Community Development (HCD) to develop additional tools to strengthen employer-assisted housing initiatives, and;

WHEREAS, the residents will participate only on a voluntary basis in the HAP program put forward by Augusta, Georgia;

WHEREAS, CSRA EOA agrees to work with other local nonprofits such as Sand Hills Urban Development and East Augusta CDC in administering other select counseling programs;

THEREFORE, Augusta Housing and Community Development and CSRA Economic Opportunity Authority agree that it is in the best interest of all concerned to enter into this MOU.

Eligibility Determinations

Residents will be received on a first-come, first-serve basis. To be eligible for services through the HAP program, ranging from homebuyer education and counseling from CSRA EOA to down payment/closing cost assistance, applicants will have to meet the following criteria:

- a) Household income must not exceed the following household income limits (80% of AMI):

1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON
\$34,750	\$39,700	\$44,650	\$49,600	\$53,600	\$57,550

- b) Be interested in purchasing a home within Augusta, Georgia city limits.
- c) Able and willing to contribute at least \$500/\$1000 of their own money towards their home purchase (depending on income).
- d) Maintain home as principal residency throughout the affordability period of said property.
- e) Be interested in purchasing a home within Augusta, Georgia city limits.
- f) Such other conditions as may be required by the parties hereto.

Roles and Responsibilities

It is understood that HCD and CSRA EOA must work together as a team to effectively meet the housing needs of Augusta, GA's residents. This level of collaboration will require thorough and timely communication between all parties. However, the parties to this MOU understand their separate and distinct responsibilities, including but not limited to the following:

Augusta, GA is committed to make housing a viable option for residents who wish to live in the city. Accordingly, HCD agrees to:

1. Partner with CSRA EOA and incorporate and market the HAP program to the residents.
2. Provide to residents funds for down payment/closing cost assistance and homebuyer subsidy.
3. Provide to CSRA EOA, a \$1000 annual stipend, at \$250 per quarter. These fees are for the administration of the program and provision of homebuyer education and individualized follow-up services to eligible employees.
4. Distribute marketing materials to employees.

HCD shall have no obligations under this Memorandum of Understanding other than those outlined above.

CSRA EOA will coordinate and fully administer the HAP Program, and will consult, advise and assist HCD and its interested residents in every aspect of the HAP Program. Without limitation of the foregoing, CSRA EOA will:

- 1) Provide credit counseling and homebuyer education to residents.
- 2) Partner with the HCD Affordable Housing staff and Sand Hills Urban Development and East Augusta CDC to incorporate and market the HAP program.
- 3) Promote quality program administration and accountability to HCD.
- 4) Provide residents assistance in selecting their professional team of local lenders, realtors, and/or home inspectors.
- 5) Comply with all laws and ordinances connected with housing counseling.
- 6) Provide quarterly reports to HCD on the progress of the HAP program. See attached Reports.

Confidentiality

All parties agree that by virtue of entering into this MOU they will have access to certain confidential information regarding the other party's operations related to this project. None of the parties bound in this MOU will at any time disclose confidential information and/or material without the consent of the subject party unless such disclosure is authorized by this MOU or required by law or court order. Unauthorized disclosure of confidential information shall be considered a material breach of this MOU. Where appropriate, releases will be secured before confidential information is exchanged. Confidential information will be handled with the utmost discretion and judgment. This confidentiality paragraph shall survive the termination of this MOU.

Nondiscrimination

There shall be no discrimination of any person or group of persons on account of race, color, creed, religion, sex, marital status, sexual orientation, age, handicap, ancestry or national origin in the implementation of the housing policies described in this MOU.

Modification

This MOU may not be modified or amended except by written agreement executed by the parties hereto.

Counterparts

This MOU may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Severability

The parties hereto intend and believe that each provision in this MOU comports with all applicable local, state and federal laws and judicial decisions. However, if any provision in this MOU is found by a court of law to be in violation of any applicable ordinance, statute, law, administrative or judicial decision, or public policy, and if such court should declare such provision to be illegal, void or unenforceable as written, then such provision shall be given force to the fullest possible extent that the same is legal, valid and enforceable and the remainder of this MOU shall be construed as if such provision was not contained therein.

Construction

The headings of the MOU are for convenience only and shall not define or limit the provisions hereof. Where the context so requires, words used in singular shall include the plural and vice versa, and words of

one gender shall include all other genders. In the event of a conflict between the terms and conditions of any other agreement and the terms and conditions of this MOU, the terms and conditions of this MOU shall prevail.

Legal Review

The parties hereto acknowledge that they have been advised by legal counsel of their choice in connection with the interpretation, negotiation, drafting and effect of this MOU and they are satisfied with such legal counsel and the advice which they have received.

Applicable Law

This MOU shall be governed by, and construed in accordance with, the laws of the State of Illinois, without regard to conflict of laws principles.

Term

The term of this MOU shall be for 1 year (FY 2019), provided that this MOU is terminable at will in writing, at any earlier time, for any reason, by HCD; provided that HCD shall pay CSRA EOA for any and all services performed prior to termination.

ARTICLE XVII. COUNTERPARTS

This Agreement is executed in two (2) counterparts – each of which shall be deemed an original and together shall constitute one and the same Agreement with one counterpart being delivered to each party hereto.

IN WITNESS WHEREOF, the parties have set their hands and seals as of the date first written above:

ATTEST:

AUGUSTA, GEORGIA

(Augusta)

SEAL

By: _____
Hardie Davis, Jr. Date
As Its Mayor

Lena Bonner
Clerk of Commission

Jarvis Sims Date
Interim Administrator

Hawthorne Welcher, Jr. Date
Director, HCD

ATTEST:

CSRA Economic Opportunity Authority
(Grantee)

SEAL:

By: _____
Its: _____

(Plain witness)

2019

January						
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31						

January						
19: Homebuyer Workshop 1RCGP						
26: Financial Fitness						

July						
20: Homebuyer Workshop 1RCGP						
27: Financial Fitness						

April						
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February						
6: Employee Lunch & Learn						
9: Student Loan Recovery						
23: Homebuyer Workshop						

August						
10: Student Loan Recovery						
24: Homebuyer Workshop						

April						
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March						
2: Preparing for Homeownership						
6: Employee Lunch & Learn						
16: Homebuyer Workshop 1RCGP						
23: Post Purchase Workshop						
30: FAMILY FUN DAY						

September						
21: Homebuyer Workshop 1RCGP						
28: Preparing for Homeownership						

July						
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April						
3: Employee Lunch & Learn						
13: Financial Fitness						
23: Savvy Seniors						
27: Homebuyer Workshop						

November						
2: Financial Fitness						
6: Employee Lunch & Learn						
9: Post Purchase Workshop						
23: Homebuyer Workshop 1RCGP						

October						
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December						
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May						
1: Employee Lunch & Learn						
18: Homebuyer Workshop 1RCGP						
25: Student Loan Recovery						

December						
7: Homebuyer Workshop						

Augusta
G E O R G I A

Augusta Housing & Community Development
Financial Literacy Program
Click on a Colored Calendar Date or Class Name from the Right for More Details





Administrative Services Committee Meeting
5/14/2019 1:20 PM
Financial Literacy Program_ MOU and Financial Stipend Approval Request

Department: HCD

Presenter: Hawthorne Welcher, Jr. and/or Staff

Caption: Motion to approve Memorandum of Understanding and Financial Stipend for Financial Literacy Program.

Background: Housing and Community Development partners with CSRA Economic Opportunity Authority (EOA) as the HUD Approved Housing Counseling Agency to provide homebuyer education classes and credit counseling to citizens preparing for homeownership. CSRA EOA collaborates with HCD staff, Sand Hills Urban Development and East Augusta CDC to incorporate various counseling classes such as Preparing for Homeownership, Post Homeownership, Savvy Seniors and Financial Fitness, and Student Loan Recovery to assist citizens in preparing to become homeowners or to obtain knowledge to assist them in becoming productive citizens. Through the Community Development Block Grant Program (CDBG), HCD can provide an annual stipend to each as follows: CSRA Economic Opportunity Authority (HUD Certified & Approved Counseling Agency)- \$1,000 annually at \$250 per quarter East Augusta CDC (Certified by Georgia Department of Community Affairs and NeighborWorks America) - \$500 annually at \$125 per quarter Sand Hills Urban Development (Certified by Georgia Dept. of Community Affairs and NeighborWorks America) - \$500 annually at \$125 per quarter Funding can be utilized to defray the cost of time and materials.

Analysis: The approval of funding will allow Augusta Housing and Community Development (HCD) to continue to provide homebuyer education, credit counseling, and various other counseling to citizens.

Financial Impact: HCD will utilize Community Development Block Grant (CDBG) funding received through its annual allocation from U.S. Department of Housing and Urban Development (HUD) in

the amount of \$2,000 to assist in defraying the cost to the agencies.

Alternatives: Do not approve the funding for Financial Literacy to agencies.

Recommendation: Motion to approve Memorandum of Understanding and Financial Stipend for Financial Literacy Program.

Funds are Available in the Following Accounts: U.S. Department of Housing and Urban Development (HUD) Funds: Community Development Block Grant (CDBG) funds.

REVIEWED AND APPROVED BY:

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

Professional Services Agreement
BETWEEN
Cranston Engineering
AND
Augusta, GA
THROUGH
Housing and Community Development Department
FOR
"Site Surveys – 3 Areas LW/B"

THIS AGREEMENT, is made and entered into as of the _____ day of _____, 2019 ("the effective date") by and between Augusta, Georgia through the Housing and Community Development Department (hereafter referred to as "HCD") with principal offices located at 925 Laney Walker Blvd, 2nd Floor, Augusta, GA 30901, as party of the first part, hereinafter called "The City" and Cranston Engineering as party in the second part.

WITNESSETH

WHEREAS, HCD is undertaking certain activities related to the revitalization of certain neighborhoods; and

WHEREAS, HCD desires to engage Cranston Engineering for the purpose of surveying properties at 1216, 1218, 1220 and 1222 Perry Avenue, 1508, 1510 and 1512 Twiggs Street and 1352, 1354 and 1356 Eleventh Street in support of the revitalization initiative in the Laney-Walker & Bethlehem neighborhoods.

NOW, THEREFORE, the parties of this agreement for the consideration set forth below, do here and now agree to the following terms and conditions:

1. **EMPLOYMENT.** HCD agrees to engage Cranston Engineering, and Cranston Engineering agrees to provide HCD services which involve working with HCD's staff, contractors, developers, funding sources and neighborhood-based organizations in the maintenance of city owned properties throughout of Laney Walker/Bethlehem neighborhoods.
2. **SCOPE OF SERVICES.** Cranston Engineering will provide the services ("Scope of Services" set forth in Appendix A), attached hereto and incorporated herein by reference to "Scope of Services". Scope of Services may be added to this agreement through the mutual consent of both HCD and Cranston Engineering, in the form of an invoice/estimate and Agreement amendment which are signed by both parties.
 - a. It is understood and agreed by the parties that the services of Cranston Engineering do not include any of the following: The disbursement or account of funds distributed by HCDs financial officer, legal advice, fiscal audits, or assistance with activities not related to the performed services.
3. **DEFECTIVE PRICING.** To the extent that the pricing provided by Cranston Engineering is erroneous and defective, the parties may, by agreement, correct pricing errors to reflect the intent of the parties.
4. **LIASION.** HCD'S designated liaison with Cranston Engineering is Carrie Thorne.

5. **EFFECTIVE DATE AND TIME OF PERFORMANCE.** This agreement takes effect on _____ 2019 and will conclude once work is completed. HCD may discontinue the agreement any time during the agreement period with 30 day notice to Cranston Engineering. Cranston Engineering may discontinue this agreement with 60 day notice to HCD.
6. **COMPENSATION.** Scope of Services (signed estimate) will detail types of services to be performed, and fee for the requested services on a fee plus scale. The total amount of this contract is **Six Thousand, Seven Hundred and 00/100 (\$6,700)**. For the satisfactory completion of the services to be provided under this agreement, Cranston Engineering will submit, to HCD, an invoice for the performance of services. HCD will sign off as verification of work completed and acceptance of the fee requested. Cranston Engineering will receive compensation for additional expenses only with the signature confirmation of HCD.
7. **SPECIFIED EXCUSES FOR DELAY OR NON-PERFORMANCE.** Cranston Engineering is not responsible for delay in performance caused by hurricanes, tornadoes, floods, and other severe and unexpected acts of nature. In any such event, the contract price and schedule shall be equitably adjusted.
8. **GEORGIA PROMPT PAY ACT NOT APPLICABLE.** The terms of this agreement supersede any and all provisions of the Georgia Prompt Pay Act.
9. **INDEPENDENT CONTRACTOR.** It is understood by the parties hereto that Cranston Engineering is an approved independent consultant and as such, neither it nor its employees, if any, are employees of HCD or The City for purposes of tax, retirement system, or social security (FICA) withholding. It is further understood that Cranston Engineering will maintain at its expense for the duration of this agreement, coverage in a workers' compensation plan for its principles and employees for the services to be performed here under or provide documentation of exemption.
10. **ELIGIBILITY.** Cranston Engineering certifies that its business and principles are not debarred, suspended, voluntarily excluded, or otherwise ineligible for participation in federally assisted contracts under Executive Order 12549; "Debarment and Suspension" [25 CFR 24.505].
11. **CONFLICT OF INTEREST.** Cranston Engineering governs that it presently has no interest and will not acquire any interest, direct or indirect, in the project that would conflict in any manner or degree with the performance of its services hereunder. Cranston Engineering further covenants that in performing this agreement, it will employ no person who has any such interest. Cranston Engineering shall not be permitted to provide services in the Laney Walker/Bethlehem Redevelopment Project Area for the express purposes of delivering the services, to Augusta, Georgia without the written consent of HCD.
12. **ENTIRE AGREEMENT: MODIFICATION.** This agreement contains the entire agreement between the parties, and no statements, promises, or inducements made by either party, or agents of either party, that are not contained in the written Agreement, are valid or binding. No changes, amendments or alterations shall be effective unless in writing and signed by both parties. Cranston Engineering specifically acknowledges that in entering into and executing this agreement, they rely solely upon the provisions contained in this agreement and not others.
13. **NON-ASSIGNMENT OF AGREEMENT.** Inasmuch as this agreement is intended to secure the specialized services of Cranston Engineering, Cranston Engineering may not assign its rights,

including the right to compensation, transfer, and delegate or subcontract or assignee will be bound by all the terms and conditions of this agreement.

14. **ASSIGNMENT OF PERSONNEL.** Cranston Engineering shall not substitute any personnel for those specifically named in its proposal unless personnel with substantially equal or better qualifications and experience are provided and acceptable to HCD, as is evidenced in writing.
15. **INDEMNIFICATION.** Cranston Engineering waives any and all claims and recourse against HCD, including the right of contribution for loss and damage to person and property arising from, growing out of, or in any way connected with or incidental to Cranston Engineering's negligent performance of this agreement. Further, Cranston Engineering will indemnify, hold harmless, and defend HCD against any and all claims, demands, damages, costs, expenses, or liabilities arising out of Cranston Engineering's negligent performance of this agreement except for liability arising out of the concurrent or sole negligence of HCD or its officers, agents, or employees. Point to Point shall also indemnify HCD for any adverse determination made by the Internal Revenue Service or the State Franchise Tax Board against Cranston Engineering with respect to Cranston Engineering's "independent consultant" status that would establish a liability for failure to make any social security of income tax withholding payments.
16. **INSURANCE.** Cranston Engineering shall have and maintain in full force and effect for the duration of this agreement, insurance insuring against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work by Cranston Engineering, its agents, representatives, or employees.
17. **BREACH OF CONTRACT.** In the event of breach of agreement by Cranston Engineering, HCD may at its option engage the services of another consultant to complete the work and deduct the cost of performance under this agreement, and then the affected party may pursue all legal remedies available for breach of agreement.
18. **TERMINATION OF AGREEMENT.** This Agreement may be terminated as follow:
 - a. **Termination for cause:**
 - i. If HCD determines that Cranston Engineering has failed to comply with the terms and conditions of the Agreement, it may terminate this agreement in whole or in part any time before the date of completion. If Cranston Engineering fails to comply with any of the terms and conditions of this agreement, HCD may give notice, in writing, to Cranston Engineering, of any or all deficiencies claimed. The notice will be sufficient for all purposes if it describes the default in general terms. If all defaults are not cured and corrected within a reasonable period to be specified in the notice, HCD may, with no further notice, declare this agreement to be terminated. Cranston Engineering will thereafter be entitled to receive payment for those services reasonably performed to the date of termination less the amount of reasonable damage suffered by HCD by reason of Cranston Engineering's failure to comply with this agreement.
 - ii. Notwithstanding the above, Cranston Engineering is not relieved of liability to HCD for damages sustained by HCD by virtue of any breach of this agreement by Cranston Engineering, and HCD may withhold any payments to Cranston Engineering for purposes of set off until such time as the exact amount of damages due HCD from Cranston Engineering is determined.

- iii. HCD may terminate this contract should funding cease or be materially decreased. Cranston Engineering will thereafter be entitled to receive payment for those services reasonably performed to the date of termination, less the amount of reasonable damage suffered by HCD by reason of Cranston Engineering's fault for the cause of contract termination.

b. Termination without cause:

- i. Augusta, GA may terminate this contract in part or in whole upon written notice to Cranston Engineering. Cranston Engineering shall be paid for any validated services under this Contract up to the time of termination.
19. The law of the State of Georgia shall govern the contract between HCD and Cranston Engineering with regard to its interpretation and performance, and any other claims related to this agreement. All claims, disputes and other matters in question between HCD and Cranston Engineering arising out of or relating to the Agreement, or the breach thereof, shall be decided in the Superior Court of Richmond County, Georgia. Cranston Engineering, by executing this agreement, specifically consents to jurisdiction and venue in Richmond County and waives any right to contest the jurisdiction and venue in the Superior Court of Richmond County, Georgia.
20. **LEGAL FEES.** In the event either party incurs legal expenses to enforce the terms and conditions of this agreement, the prevailing party is entitled to recover reasonable attorney's fees and other costs and expenses, whether the same are incurred with or without suit.
21. **PROHIBITION AGAINST CONTINGENT FEES.** Cranston Engineering warrants that no person or selling agency has been employed or retained to solicit or secure this agreement upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by Cranston Engineering for the purpose of securing business and that Cranston Engineering has not received any non-City fee related to this agreement without the prior written consent of HCD. For breach or violation of this warrant, Augusta, GA shall have the right to annul this agreement without liability or at its discretion to deduct from the Agreement price of consideration the full amount of such commission, percentage, brokerage or contingent fee.
22. **DOCUMENTS INCORPORATED BY REFERENCE.** All documents submitted by Cranston Engineering and all applicable federal and state statutes and regulations incorporated into this agreement by this reference are binding upon HCD and Cranston Engineering.
23. **OWNERSHIP AND PUBLICATION OF MATERIALS.** All drawings, reports, information, data, and other materials prepared by Cranston Engineering pursuant to this agreement, or future agreements as amended through the issuance of an agreed upon and signed estimate, are to be the property of HCD, which have nonexclusive and unrestricted authority to release, publish or otherwise use, in whole or in part, information relating thereto, in relation to the Laney-Walker/Bethlehem Neighborhood Redevelopment Area project. Any reuse without written verification or adaptation by Cranston Engineering for the specific purpose intended will be at the owner's sole risk and without liability or legal exposure to HCD. No material produced in whole or in part under this agreement may be subject to copyright or patent in the United States or in any other country without the prior written permission of HCD.
24. **REPORTS AND INFORMATION.** Cranston Engineering will maintain accounts and records, including personnel, property and financial records, which are adequate to identify and account for all cost pertaining to this agreement; and such other records as may be deemed necessary

for all cost pertaining to this agreement; and such other records as may be deemed necessary by HCD to assure proper account for the project funds, both federal and non-federal shares. These records will be made available for audit purposes to HCD or its authorized representative, and will be retained by HCD for five (5) years after the expiration of this agreement, unless permission to destroy them is granted by HCD.

25. **RIGHT TO INSPECT PREMISES.** The City may, at reasonable times, inspect the part of the plan, places of business, or work site of Cranston Engineering or any subcontractor of Cranston Engineering or subunit thereof which is pertinent to the performance of any contract awarded or to be awarded by the City.
26. **TEMPORARY SUSPENSION OR DELAY OF PERFORMANCE OF CONTRACT.** To the extent that it does not alter the scope of this agreement, The City may unilaterally order a temporary stopping of the work, or delaying of the work to be performed by Cranston Engineering under this agreement.
27. **LIQUIDATED DAMAGES.** Cranston Engineering agrees to pay as liquidated damages to the City, the sum of \$0 for each consecutive calendar day after expiration of the contract time of completion, except for authorized extensions of time by the City. This section is independent of Section 17. Breach of Contract. The parties agree that these provisions are liquidated damages are not intended to operate as penalties for breach of contract.

All services performed hereunder shall be in accordance with all federal, state, and local laws, ordinances, rules, and regulations

NOTICES

All notices given pursuant to the agreement shall be mailed or delivered to the following addresses or such other address as a party may designate in writing:

Notices to the City:

Office of the Administrator
Municipal Building
535 Telfair Street, Room 910
Augusta, GA 30901

Notices to HCD:

Director
Augusta Housing and Community Development Department
925 Laney Walker Blvd., 3rd Floor
Augusta, GA 30901

Notices to Cranston Engineering:

Cranston Engineering
452 Ellis Street
Augusta, GA 30901

{Signatories on next page}

COUNTERPARTS

This agreement is executed in two (2) counterparts- each of which shall be deemed an original and together shall constitute one and the same agreement with one counterpart being delivered to each party hereto.

IN WITNESS WHEREOF, the parties have set their hands and seals as of the date first written above:

ATTEST: **AUGUSTA, GEORGIA**
(Grantee)

Approved as to Form by (please initial here):

Augusta, GA Law Department

By: _____
Mayor Hardie Davis, Jr., as its Mayor

Date: _____

Date: _____

By: _____
Jarvis Sims, as Interim Administrator

By: _____
Hawthorne Welcher, Jr., as its Director

Date: _____

Date: _____

Affix Seal Here:

By: _____
Lena Bonner, as its Clerk of Commission

ATTEST: CRANSTON ENGINEERING
(Grantee)

By: _____
John Attaway
As Its Owner's Representative

Date: _____

By: _____
Plain Witness

Date: _____

APPENDIX A
SCOPE OF WORK
(PROPOSAL ATTACHED)

General Scope:

This project involves site surveys for 3 areas within Laney Walker / Bethlehem.

- **Site one is located on Perry Avenue between 12th and 13th Street. Cranston will survey lots 1216, 1218, 1220 and 1222, combine and redistribute to 3 equal width lots.**
- **Site two is located on Twiggs Street west of Ash Street. Cranston will survey lots 1508, 1510 and 1512, combine and redistribute to 2 equal width lots.**
- **Site 3 is located on Eleventh Street. Cranston will survey lots 1352, 1354 and 1356, combine and redistribute into 2 equal width lots.**



ENGINEERS - PLANNERS - SURVEYORS

452 Ellis Street Augusta, Georgia 30901
PO Box 2546 Augusta, Georgia 30903
706.722.1588
CranstonEngineering.com

April 18, 2019

Ms. Carrie L. Thorne
Housing and Community Development Dept.
925 Laney Walker Blvd., 2nd Floor
Augusta, Georgia 30901

Re: Surveying Services
Augusta Housing & Community Development
Augusta, Georgia

Dear Carrie:

In accordance with your request, we are pleased to submit the following proposal for preparing surveys in the three areas of Augusta, Georgia as outlined below.

Site One Location

Site one is located on Perry Avenue between 12th and 13th streets. We will survey lots 1216, 1218, 1220, and 1222 and combine and redistribute to 3 equal lots.

Site Two Location

Site two is located on Twiggs Street west of Ash Street. We will take the balance of 1508, 1510, and 1512 and redistribute into two equal lots.

Site Three Location

Site three is located on Eleventh Street. We will take lots 1352, 1354, and 1356 and redistribute into two equal lots.

SCOPE OF WORK:

We propose to make a field survey of the boundaries of the property using traverses near the true lines, to recover or set all property corners, to locate any encroachments, and to prepare a plat of the survey suitable for recording in Richmond County. The plat will be drawn on bond paper at an appropriate scale and sheet size. We will furnish six blueprints of the plat for your use.

Ms. Carrie L. Thorne
April 18, 2019
Page 2

FEE PROPOSAL:

Site One Fee

Our fee for the work on site one will be based on a lump sum fee of \$2,750.00.

Site Two Fee

Our fee for the work on site two will be based on a lump sum fee of \$2,500.00.

Site Three Fee

Our fee for the work on site three will be based on a lump sum fee of \$1,450.00.

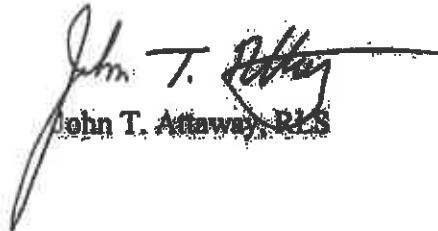
TIME OF COMPLETION:

We are prepared to begin work at your direction and would expect to present you with the completed map within 35 days. Your signature in the space provided on a copy of this letter returned to us will be our authority to proceed with the work.

We appreciate the opportunity of submitting this proposal and trust that you find it satisfactory. Should you have any question concerning the scope of the services offered, or the fee, please do not hesitate to give us a call.

Sincerely,

CRANSTON ENGINEERING GROUP, P.C.


John T. Attaway, P.E.

JTA/ljb

Ms. Carrie L. Thorne
April 18, 2019
Page 3

ACCEPTED:

HOUSING & COMMUNITY DEV.
Site One
1216-1222 Perry Street
\$2,750.00 (35 Days)

BY: _____

TITLE: _____

DATE: _____

ACCEPTED:

HOUSING & COMMUNITY DEV.
Site Two
1508-1512 Twiggs Street
\$2,500.00 (35 Days)

BY: _____

TITLE: _____

DATE: _____

ACCEPTED:

HOUSING & COMMUNITY DEV.
Site Three
1352-1356 11th Street
\$1,450.00 (35 Days)

BY: _____

TITLE: _____

DATE: _____

G:\AAA-Archive Job Files\2016\2016-0226 - FOUNDRY PLACE RTE PLAN\AAA-Proposal-Contract-ProjectPlan\20160226_2016-02-14_BTU\Proposal_Foundry Place_JohnTrapp.doc



Administrative Services Committee Meeting
5/14/2019 1:20 PM
Laney Walker/Bethlehem Site Surveys (3)

Department: HCD

Presenter: Hawthorne Welcher, Jr. and/or Staff

Caption: Motion to approve Housing and Community Development Department's (HCD's) request to provide Laney Walker/Bethlehem Bond Funding to contract with Cranston Engineering for site Surveys of three (3) areas within the Laney Walker/Bethlehem neighborhoods for the purpose of redistribution of narrow lots to accommodate slightly wider homes.

Background: In 2008, the Augusta Commission passed legislation supporting community development in Laney Walker/Bethlehem. Since that time, the Augusta Housing & Community Development Department has developed a master plan and development guidelines for the area, set up financial incentive programs for developers and home buyers, selected a team of development partners to focus on catalytic change, and created a marketing strategy to promote the overall effort.

This project involves site surveys for three (3) areas within Laney Walker / Bethlehem.

1. Site one (Perry Ave.): Site one is located on Perry Avenue between 12th and 13th Street. Cranston will survey lots 1216, 1218, 1220 and 1222, combine and redistribute to 3 equal width lots.

2. Site two (Twiggs Street): Site two is located on Twiggs Street west of Ash Street. Cranston will survey lots 1508, 1510 and 1512, combine and redistribute to 2 equal width lots.

3. Site three (Eleventh Street): Site three is located on Eleventh Street. Cranston will survey lots 1352, 1354 and 1356, combine and redistribute into 2 equal width lots.

Analysis:	The approval of the contract will allow for pre-development activities on these sites to begin.
Financial Impact:	Augusta Housing and Community Development receives annual allocations from Laney Walker Bethlehem Project which will fund this contract. Contract Amount: \$6,700.00
Alternatives:	Do not approve HCD’s Request.
Recommendation:	Motion to approve Housing and Community Development Department’s (HCD's) request to provide Laney Walker Bethlehem Bond Funding to contract with Cranston Engineering for site Surveys of three (3) areas within Laney Walker/Bethlehem neighborhoods for the purpose of redistribution of narrow lots to accommodate slightly wider homes.
Funds are Available in the Following Accounts:	Laney Walker/Bethlehem Revitalization Project Bond Funds. Fund 221

REVIEWED AND APPROVED BY:

Finance.
Law.
Administrator.
Clerk of Commission



Administrative Services Committee Meeting Commission Chamber - 4/30/2019

ATTENDANCE:

Present: Hons. Sias, Chairman; Clarke, Vice Chairman; Davis and B. Williams, members.

Absent: Hon. Hardie Davis, Jr. Mayor.

ADMINISTRATIVE SERVICES

1. The Engineering Department - Storm Water Division requests the purchase of one new Commercial Street Sweeper. Bid 18-291 Cherokee Truck
- 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 Bobby Williams	Passes

2. Request to replace two Ford F250's, funded by General Fund Capital Outlay. Bid Item 18-186 - Allan Vigil Ford
- 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 Bobby Williams	Passes

3. Fleet Management requests approval for the replacement of five Marshal's Office vehicles using SPLOST Phase VII – Public Safety Vehicles. Bid Item 19-172 Thomson Motor Centre
- 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 Bobby Williams	Passes

4. The Richmond County Sheriff's Office is requesting approval to replace 24 Road Patrol, 4 Traffic, 6 Civil, 3 Administration and 9 Criminal Investigation vehicles using SPLOST VII – Public Safety Vehicles. Bid Item 19-172 Thomson Motor Centre
- 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 Bobby Williams	Passes

5. The District Attorney's Office requests the purchase of two Dodge Chargers. Bid Item 19-172 - Thomson Motor Centre
- 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 Bobby Williams	Passes

6. Update from staff on 401 Walton Way. (Requested by Commissioner John Clarke)
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve receiving this item as information with information on estimated bid opening date to be	Commissioner Mary Davis	Commissioner John Clarke	Passes

relayed to commissioners
through the Clerk. .
Motion Passes 4-0.

7. Motion to **approve** recommendations to update the online version of the PPPM; 2) make (declare) all hard copies of the PPPM obsolete and to authorize only the use of the online version of the PPPM. (Approved by the **Administrative Policy & Procedures Subcommittee March 25, 2019**)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Bobby Williams	Commissioner John Clarke	Passes

8. **Z-19-06** - A request for concurrence with the Augusta Planning Commission to **deny** a petition Joseph Edge, on behalf of Edge Property Management LLC, requesting a change of zoning from **Zone A (Agriculture) to Zone B-1 (Neighborhood Business)** affecting property containing 0.48 acres and known as **2665 Tobacco Road**. Tax Map 140-0-008-00-0 CONTINUED from February 4, 2019 meeting. **DISTRICT 4(Deferred from the March 19, 2019 Commission Meeting)**

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve allowing the withdrawal of this petition. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Bobby Williams	Passes

9. Award the contract to provide and install furnishings for the new Augusta Transit Operations and Maintenance Facility project to the low bidder, Weinberger's Business Interiors of Augusta, GA, in the amount of \$114,684.09. Bid 19-230

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
-------------	-------------	---------	-------------	---------------

Approve	Motion to approve. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Bobby Williams	Passes
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10. Discuss the role of Human Resources in hiring and firing employees. **Item Action:**
(Requested by Commissioner Marion Williams) 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 Bobby Williams	Commissioner John Clarke	Passes

11. Request to have the Commission designate representatives for the advisory committee for the Lake Olmstead Feasibility Study. **Item Action:**
 Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve appointing the Chair and/or their designee from each committee to serve on this committee. Motion Passes 4-0.	Commissioner Bobby Williams	Commissioner Mary Davis	Passes

12. Discuss tasking Human Resources Department to develop an evaluation tool that can be done in house for Commission direct reports. **Item Action:**
(Requested by Commissioner Mary Davis) Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve tasking the Interim Administrator to develop the evaluation tool for Commission	Commissioner Bobby Williams	Commissioner Mary Davis	Passes

direct reports and come
back with a
recommendation in 30
days.
Motion Passes 4-0.

13. Approve execution of the Memorandum of Understanding (MOU) with the Georgia State Properties Commission and award the design/build contract for renovations to the Augusta owned building at 510 Fenwick Street to serve as offices for the Georgia Department of Family and Children's Services (DFACS) to 2KM Architects with R. W. Allen and Associates in the amount of \$3,088,100.00. **(Deferred from the April 16, 2019 Commission Meeting)**
- 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 Mary Davis	Commissioner John Clarke	Passes

14. Discuss the 600 acres of city owned farm land on Lover's Lane be used to cultivate/grow marijuana for medicinal purposes. **(Requested by Commissioner Bill Fennoy)**
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve asking the Law Department to determine if local governments can be involved in growing marijuana for medicinal purposes or if they can lease property to be used for that purpose. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Bobby Williams	Passes

15. Motion to Deny the Protest and Appeal of May Heavy Equipment regarding ITB #18-278 Articulated Dump Truck for the Environmental Services Department.
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve canceling the bid award and accept the Administrator's recommendation to rebid the project with enhanced specification and notify all prospective vendors. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Bobby Williams	Passes

16. Motion to approve Housing and Community Development Department's (HCD's) request to amend contracts for construction of five (5) affordable housing units (single family). **(Deferred from the April 16, 2019 Commission meeting)** **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 Bobby Williams	Passes

17. Motion to approve the minutes of the Administrative Services Committee held on March 26, 2019. **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 Bobby Williams	Passes

18. Motion to approve bid item #19-183, to award the contract for the Municipal Building Parking Lot Improvements to Contract Management Inc., of Augusta, GA, in the amount of \$293,865.00. **Item Action:** Approved

Motions

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

19. Approve the revised drafts of the proposed dedication plaques for the following projects: **Item Action: Approved**

Augusta Records Retention Annex
Jeff Maxwell Library Additions and Renovation
Augusta Transit Operations and Maintenance Facility

Motions

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

20. Motion to **approve** Trane, Inc. to proceed with a Phase 1 detailed investment grade facility assessment to evaluate and assess the overall condition of Augusta, Georgia's various facilities while locating and recommending energy performance savings in the amount of **\$590,000** as described in RFQ #18-164.(Deferred from the April 16, 2019 Commission Meeting) **Item Action: Approved**

Motions

Motion Type	Motion Text	Made By		Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Bobby Williams	Passes

www.augustaga.gov



**Administrative Services Committee Meeting
5/14/2019 1:20 PM
Minutes**

Department:

Presenter:

Caption: Motion to approve the minutes of the Administrative Services Committee held on April 30, 2019.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:

Central Services Department Records Retention Division



Damaged East Wall



Stained Concrete Floor with Sheetrock Wall



Sheetrock Wall and Damaged Wall



Computer Docking Station



Office



Main Hallway with Exit Door



Administrative Services Committee Meeting

5/14/2019 1:20 PM

Renovate Former Offices for Records Retention - Change Order #3

Department:	Central Services - Facilities
Presenter:	Takiyah A. Douse
Caption:	Approve change order #3 to the contract to Renovate Former Offices for Records Retention in the amount of \$42,845.00.
Background:	The contract to renovate the former License and Inspection Building at 1815 Marvin Griffin Road to serve as space for records archive storage and Augusta Mosquito Control was awarded to R. W. Allen in 2018. The project is nearing completion. Work under the scope of this project involved significant demolition of the offices previously in the building. The extensive demolition revealed conditions which need to be corrected, but were unknown at the time of construction specification solicitation, and therefore not included in the initial scope of work. Attempts were made to remedy the unsightly conditions, to no avail. The photographs included in this agenda item show current conditions at the rear and end walls, which were covered with wood studs and paneling prior to demolition. The work included under this change order is to install light gage framing and painted drywall to cover the exposed structural components, insulation and bare metal exterior panels. This addition will make the storage space walls seamless with the remainder of the building. Previous Change Orders were as follows: #1 \$17,522.00 Replace corroded structural framing behind the mansard panels. #2 \$ 4,887.00 Re-establish electrical service to vehicle storage shed and replace corroded light fixtures
Analysis:	Staff investigated several options to cover the exposed components listed above. It was determined that light gage framing and drywall would be the most cost effective means for accomplishing the goal. The project architect has reviewed the cost proposal and found the pricing to be in line with current market prices.

Financial Impact: The change amount is \$42,845.00

Alternatives: 1. Approve change order #3 to the contract to Renovate Former Offices for Records Retention in the amount of \$42,845.00. 2. Do not approve

Recommendation: Approve change order #3 to the contract to Renovate Former Offices for Records Retention in the amount of \$42,845.00.

Funds are Available in the Following Accounts: This project is funded through SPLOST 7. 329-05-1120 (JL 216057904)/5413120

REVIEWED AND APPROVED BY:

Finance.
Procurement.
Law.
Administrator.
Clerk of Commission

Request for Proposals **will be received at this office until Wednesday, January 23, 2019 @ 11:00 a.m.** for furnishing:

RFP Item # 19-123A Architectural/Engineering Design Services for Lucy Craft Laney Museum for Augusta, GA

RFP's will be received by: The Augusta 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

RFP documents may be viewed on the Augusta Georgia web site under the Procurement Department **ARCbid**. RFP documents may be obtained at the office of the Augusta, GA Procurement Department, 535 Telfair Street – Room 605, Augusta, GA 30901.

A Mandatory Pre Proposal Conference will be held on Monday, January 7, 2019, @ 10:00 a.m. in the Procurement Department, 535 Telfair Street, Room 605. A Mandatory Site Visit will follow.

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 Wednesday, January 9, 2019, @ 5:00 P.M. No RFP will be accepted by fax, all must be received by mail or hand delivered.

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

Request for proposals (RFP) and specifications. An RFP 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 request for proposal 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 waivable 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 RFP number on the outside of the envelope.

Proponents are cautioned that acquisition of RFP documents through any source other than the office of the Procurement Department is not advisable. Acquisition of RFP documents from unauthorized sources places the proponent at the risk of receiving incomplete or inaccurate information upon which to base their 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**

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle December 13, 20, 27, 2018, January 3, 2019
Metro Courier December 31, 2018

cc:	Janice Allen Jackson	Administrator
	Christine Miller Betts	Lucy Craft Laney Museum Director
	Leon Maben	Lucy Craft Laney Museum Board Member
	Linda Johnson	Lucy Craft Laney Museum Board Member
	Ed Sheppard	Lucy Craft Laney Museum Board Member

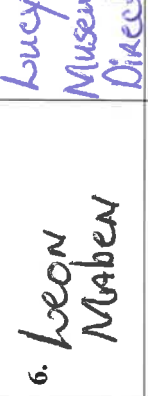
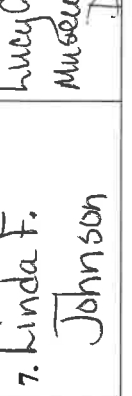
Revised: 1/12/2015

Mandatory Pre-Proposal Conference Sign-In-Sheet
RFP Item #19-123A Architectural/Engineering Design Services
Lucy Craft Laney Museum

For Augusta, GA

Monday, January 4, 2019 @ 10:00 a.m.

PLEASE PRINT

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. Tabitha Daniels	Procurement	535 Telfair Street, Suite 605 Augusta, GA 30901	706-821-4251	706-821-2811	procbidandcontract @augustaga.gov	
3. Nancy Williams 	Procurement	535 Telfair Street, Suite 605 Augusta, GA 30901	706-821-2888	706-821-2811	procbidandcontract @augustaga.gov	
4. Tywanna Scott	Procurement	535 Telfair Street, Suite 605 Augusta, GA 30901	706-821-2355	706-821-2811	procbidandcontract @augustaga.gov	
5. Joshua Lawson 	Pand 3 Co	621 NW Frontage Rd Suite 320 Augusta, GA 30907	404-748-4815		lawsonj@pandco.com	Prime
6. Leon Maben 	Lucy Craft Laney Museum Board of Directors	1306 - 11th Street Augusta, Ga. 30901	(404) 488-3207		leonmaben@AOL.com	N/A
7. Linda F. Johnson 	Lucy Craft Laney Museum - Board of Directors	2724 Boars Head Rd. Augusta, GA 30907	706-799-9201		waterfountainj@yahoo.com	N/A

Mandatory Pre-Proposal Conference Sign-In-Sheet
RFP Item #19-123A Architectural/Engineering Design Services
Lucy Craft Laney Museum
For Augusta, GA
Monday, January 4, 2019 @ 10:00 a.m.
PLEASE PRINT

NAME	COMPANY/DEPT.	ADDRESS/CITY/STATE/ ZIP CODE	TELEPHONE NUMBER	FAX NUMBER	EMAIL	Prime/Sub
8. Jocelyn Vincent	Lucy Craft Laney Board of Directors	753 Eagleston Dr, Augusta, Ga 30907	(703) 599-7132		jvincent6807@comcast.net	n/a
9. JAMIA DEES	VETERANS 1st ARCHITECTURE	110-A N. LOUISVILLE ST HAULEM, GA 30814	(706) 556-0906		jamia@v1sta.com	Prime
10. Megan Poston	2KM Architects	529 Greene St. Augusta, GA 30901	706-736-3333		mposton@2kmarchitects.com	Prime
11. Robert Mauldin	2KM Architects	529 Greene St. Augusta, GA 30901	706-736-3333		rmauldin@2kmarchitects.com	Prime
12. Ali Mays	Dickinson Architects	771 Broad St. Suite 200 Augusta, GA 30901	706-772-7488		amays@dickinsonarchitects.com	Prime
13. Jack Posey	POSEY HOME IMPROVEMENTS	453 Columbia IND. BLVD. SUITE 3 EVANS, GA 30809	706-733-0603		Jack Posey @Gmail.com	Prime
14. Mary Moore	Lucy Craft Laney Museum	3563 North Creek Augusta, GA 30906	706 772 7488		Maryann Spivey @Gmail.com	N/A
15. Christine Miller-Batts	Lucy Craft Laney Museum	1116 Phillips St Augusta, GA 30901	706-724-3576		CMillerBatts@Comcast.net	Prime

Mandatory Pre-Proposal Conference Sign-In-Sheet
RFP Item #19-123A Architectural/Engineering Design Services

Lucy Craft Laney Museum

For Augusta, GA

Monday, January 4, 2019 @ 10:00 a.m.

PLEASE PRINT

NAME	COMPANY/DEPT.	ADDRESS/CITY/STATE/ ZIP CODE	TELEPHONE NUMBER	FAX NUMBER	EMAIL	Prime/Sub
16. Rosa Clement	Lucy Craft Laney Museum	30901	906-7968446		rosa-j@comcast.net	
17. Lauren Saul	Compliance	535 Telfair St. Suite 530 Augusta, GA 30901	706-821-2406		Isaul@augustaga.gov	
18. Patricia Q. Cummings	Lucy Craft Laney Museum	4201 Creeksview Ct. Hephzibah, GA 30815	706-793-8265		Cummings P 51@ aol.com	
19. ED. SHEPHERD	Lucy Craft L. Museum	3002 Yellowwood Ct. Hephzibah, GA 30815	706-231-3465		LSHEP1@ COMCAST.Net	
20. Ellen Pruitt	Studio Design Group	1617 Walton Way Augusta, GA 30910	706.667.9784		epruitt@53dg.com	
21. LES MORTON	MORTON CONST. GROUP	4708 BROAD OAK CT AUGUSTA, GA 30906	706/796-0013		mortonmrtfz @AOL.COM	
22.						
23.						



RFP #19-123A Architectural/Engineering Design Services
 Lucy Craft Laney Museum-for Augusta, GA
 RFP Due: Wednesday, January 23, 2019 @ 11:00 a.m.

Total Number Specifications Mailed Out: 40
 Total Number Specifications Download (Demandstar): 17
 Total Electronic Notifications (Demandstar): 266
 Total Number Specifications Mailed to Local Vendors: 19
 Mandatory PreProposal Conference Attendees: 8
 Total packages submitted: 4
 Total Noncompliant: 0

VENDORS	Attachment "B"	E-Verify Number	SAVE Form	Addendum 1 & 2	Fee Proposal	Original	8 Copies
POND & COMPANY 621 NW FRONTAGE RD SUITE 320 AUGUSTA, GA 30907							
DICKINSON ARCHITECTS 771 BROAD STREET SUITE 200 POSEY HOME IMPROVEMENTS 453 COLUMBIA IND BLVD SUITE 3 EVANS, GA 30809	Yes	67757	Yes	Yes	Yes	Yes	Yes
2KM ARCHITECTS 529 GREENE STREET AUGUSTA, GA 30901	Yes	312290	Yes	Yes	Yes	Yes	Yes
VETERANS 1ST ARCHITECTURE 110-A N. LOUISVILLE ST HARLEM, GA 30814							
STUDIO 3 DESIGN GROUP 1617 WALTON WAY AUGUSTA, GA 30904	Yes	194106	Yes	Yes	Yes	Yes	Yes
MORTON CONST. GROUP 4708 BROAD OAK CT AUGUSTA, GA 30906							



RFP #19-123A Architectural/Engineering Design Services for Lucy Craft Laney Museum
for Augusta, GA
Evaluation Meeting: Friday, February 1, 2019 @ 3:00 p.m.

			DICKINSON ARCHITECTS 771 BROAD STREET SUITE 200 AUGUSTA, GA 30901	2KM ARCHITECTS 529 GREENE STREET AUGUSTA, GA 30901	STUDIO 3 DESIGN GROUP 1617 WALTON WAY AUGUSTA, GA 30904	POSEY HOME IMPROVEMENTS 453 COLUMBIA IND BLVD SUITE 3 EVANS, GA 30809	DICKINSON ARCHITECTS 771 BROAD STREET SUITE 200 AUGUSTA, GA 30901	2KM ARCHITECTS 529 GREENE STREET AUGUSTA, GA 30901	STUDIO 3 DESIGN GROUP 1617 WALTON WAY AUGUSTA, GA 30904	POSEY HOME IMPROVEMENTS 453 COLUMBIA IND BLVD SUITE 3 EVANS, GA 30809
Phase 1			Ranking of 0-5 (Enter a number value between 0 and 5)				Weighted Scores			
Evaluation Criteria	Ranking	Points	Scale 0 (Low) to 5 (High)							
1. Completeness of Response • Package submitted by the deadline • Package is complete (includes requested information as required per this solicitation) • Attachment B is complete, signed and notarized	N/A	Pass/Fail	PASS	PASS	PASS	FAIL	PASS	PASS	PASS	FAIL
2. Qualifications & Experience	(0-5)	20	4.4	4.9	4.2		87.5	97.5	83.8	
3. Organization & Approach	(0-5)	15	4.5	4.6	4.4		67.5	69.4	65.6	
4. Scope of Services • Recent experience of the project team with comparable pre-design services assisting local governments with historical properties within the last five years • Project design schedule and ability to meet schedules and deadlines • Ability to establish sound and appropriate construction cost and post-construction operating costs as well as methods of estimating costs	(0-5)	15	4.4	4.9	4.4		65.6	73.1	66.6	
5. Financial Stability	(0-5)	10	4.3	2.9	4.3		42.5	28.8	42.5	
6. References	(0-5)	5	4.3	4.3	4.1		21.3	21.3	20.6	
7. Proximity to Area (only choose 1 line according to location of the company - enter the ranking value for the one line only)										
Within Richmond County	5	10	5	5	5		50	50	50	
Within CSRA	5	6					0	0	0	
Within Georgia	5	4					0	0	0	
Within SE United States (includes AL, TN, NC, SC, FL)	5	2					0	0	0	
• All Others	5	1					0	0	0	
Phase 1 Total - (Total Maximum Ranking 30 - Maximum Weighted Total Possible 375)			26.8	26.5	26.4		334.4	340.0	329.1	
Phase 2 (Option - Numbers 8-9) (Vendors May Not Receive Less Than a 3 Ranking in Any Category to be Considered for Award)										
8. Presentation by Team	(0-5)	10	3.5	4.7	3.8		35.0	46.7	38.3	
9 Q&A Response to Panel Questions	(0-5)	5	3.7	4.7	4.0		18.3	23.3	20.0	
10. Cost/Fee Proposal Consideration (only choose 1 line according to dollar value of the proposal in relation to all fee proposals - enter the point value for the one line only)										
Lowest Fees	5	10			5		0.0	0.0	50.0	
Second	5	6		5			0.0	30.0	0.0	
Third	5	4					0.0	0.0	0.0	
Forth	5	2					0.0	0.0	0.0	
Fifth	5	1					0.0	0.0	0.0	
Total Phase 2 - (Total Maximum Ranking 15 - Maximum Weighted Total Possible 125)			7.2	14.3	12.8		53.3	100.0	108.3	
Total (Total Possible Score 500) Total (May not Receive Less Than a 3 Ranking in Any Category to be Considered for Award)										
Total Cumulative Score (Maximum point is 500)			33.9	40.8	39.2		387.7	440.0	437.4	

Internal Use Only

Evaluator: CumulativeDate: 3/4/19

Procurement DepartmentRepresentative: Nancy Williams

Procurement Department Completion Date: 3/4/19

User: Williams, Nancy

Organization:

City of Augusta, GA (Augusta Commission)

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)**Bid Number** RFP-19-123-0-2019/nw**Bid Name** Architectural/Engineering Design Services - Lucy Craft Laney Museum

3 Document(s) found for this bid

17 Planholder(s) found.

[Add Planholder](#)

Supplier Name 	Phone	Fax	Doc Count	Attributes	Programs	Actions
Pond & Company	6783367740	6783367744	1			Documents
Raymond Engineering- Georgia, Inc.	7704839592	7704838082	1			Documents
Sizemore Group	4046050690	4046050890	1			Documents
Smallwood, Reynolds, Stewart, Stewart	4042335453	4042335453	1			Documents
TLC Engineering for Architecture	4074871013	4078359926	1			Documents
Universal Engineering Sciences	4074230504	4074233106	1			Documents
Veterans 1st Architecture	7065560906	7065560197	1	1. Small Business 2. Veteran Owned		Documents

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User: Williams, Nancy

Organization:

City of Augusta, GA (Augusta Commission)

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)

Bid Number RFP-19-123-0-2019/nw

Bid Name Architectural/Engineering Design Services - Lucy Craft Laney Museum

3 Document(s) found for this bid

17 Planholder(s) found.

[Add Planholder](#)

Supplier Name 	Phone	Fax	Doc Count	Attributes	Programs	Actions
Alfred Benesch & Company	3125650450	3125652497	1			Documents
Ardaman & Associates, Inc	4078553860	4078598121	1			Documents
CJ's Power Systems, Sales & Service	3527320271	3527320606	1			Documents
Cranston Engineering Group	7067221588		1			Documents
DLR Group	2024078790		1			Documents
Dodge Data	4133767032		1			Documents
Hammond & Associates, Inc.	9543277111	9543277154	1	1. African American Owned 2. Small Business		Documents
Innovation design & Consulting Engineers	9412643815		1			Documents
Lord Aeck Sargent Architecture	4042536723	0000000000	1			Documents
Moody Nolan, Inc.	4049654020		1			Documents

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**RICK TOOLE
W R TOOLE ENGINEERS
1005 BROAD STREET SUITE 200
AUGUSTA, GA 30901**

**JORGE JIMENEZ
ZEL ENGINEERS
435 TELFAIR STREET
AUGUSTA, GA 30901**

**TREY WINGATE
W K DICKSON
1450 GREENE STREET SUITE 225
AUGUSTA, GA 30901**

**WOLVERTON & ASSOCIATES
ATTN: BID DEPARTMENT
6745 SUGARLOAF PKWY,
SUITE 100
DULUTH, GA 30097**

**MORELAND ALTABELLI & ASSOC
ATTN: BUDDY GRATTON
2450 COMMERCE AVE.,
SUITE 100
DULUTH, GA 30096**

**ATTN: SCOTT WILLIAMS
CRANSTON ENGINEERING
452 ELLIS STREET
AUGUSTA, GA 30901**

**ATTN: RICHARD LASCHOB
JOHNSON LASCHOB & ASSOCIATES
1296 BROAD STREET
PO BOX 2103
AUGUSTA, GA 30903**

**ATTN: ROBERT TITUS
EMC ENGINEERING SERVICES INC
4106 COLBIN BLVD SUITE 105
EVANS, GA 30809**

**CRANSTON ENGINEERING GROUP
PO BOX 2546
AUGUSTA, GEORGIA 30903**

**SOUTHERN PARTNERS
1233 AUGUSTA WEST PARKWAY
AUGUSTA, GA 30909**

**CIVIL SERVICES
ATTN: BID DEPARTMENT
2394 SAINT JOHNS BLUFF RD S
JACKSONVILLE, FL 32246**

**ARCADIS ENGINEERING
1450 GREENE ST., SUITE 220
AUGUSTA, GA 30901**

**MWH
ATTN: BID DEPARTMENT
235 PEACHTREE STREET NE
SUITE 2200
ATLANTA, GA 30303**

**POND & COMPANY
ATTN: BID DEPARTMENT
3500 PARKWAY LANE
SUITE 500
PEACHTREE CORNERS, GA 30092**

**SWIFT & ASSOCIATES
1206 INTERSTATE PKWY
AUGUSTA, GA 30909**

**MOORE & ASSOCIATES
1009 EAST AVE
NORTH AUGUSTA, SC 29841**

**STUDIO 3 DESIGN GROUP
1617 WALTON WAY
AUGUSTA, GA 30904**

**TRAFFIC ENGINEERS, INC
ATTN: BID DEPARTMENT
801 CONGRESS, SUITE #325
HOUSTON, TX 77002**

**SLATER ENGINEERING
1837 CENTRAL AVE
AUGUSTA, GA 30904**

**DAVIS DESIGN GROUP
120 FIFTH STREET
AUGUSTA, GEORGIA 30901**

**LARRY L. MCCORD
2016 HIGHLAND AVE
AUGUSTA, GA 30904**

**SMITH GROUP
ATTN: HAL DAVIS
1700 NEW YORK AVE
NW SUITE 100
WASHINGTON, DC 20006**

**PERKINS & WILL
ATTN: ANNA M. MARICH
411 WEST CHAPEL HILL STREET
SUITE 200
DURHAM, NC 27701**

**MDI CREATIVE, INC
ATTN: STEVE JONES
2200 NORCROSS PARKWAY
SUITE 245
NORCROSS, GA 30071**

**ARCHITECTS LEWIS & WHITLOCK
ATTN: CAROLINE BERRYMAN
206 WEST VIRGINIA STREET
TALLAHEESEE, FL 32301**

**INFRASTRUCTURE SYSTEMS
MANAGEMENT, LLC
ATTN: ABIE L. LADSON
P.O. BOX 277
AUGUSTA, GA 30903**

**FIRST CHOICE HOME INSPECTIONS
ATTN: COREY JOHNSON
2222 WOODLAND AVE
AUGUSTA, GA 30904**

**A&S ENGINEERING, LLC
ATTN: TERESA SMITH
CIVIL ENGINEERING SERVICES
PO BOX 2413
EVANS, GA 90809**

**MCKIM & CREED
8020 TOWER POINT DR
CHARLOTTE, NC 28227**

**ATTN: ALBERT CHEATHAM
CHEATHAM FLETCHER SCOTT
420 ½ EIGHTH STREET
AUGUSTA, GA 30901**

**PRUETT FORD & ASSOCIATES
1201 BROAD STREET
AUGUSTA, GA 30901**

**PENDERGRASS & ASSOCIATES
P O BOX 81610
CONYERS, GA 30013**

**POND & COMPANY
621 NW FRONTAGE ROAD, STE 320
AUGUSTA, GA 30907**

**POST BUCKLEY SCHUH & JERNIGAN
1600 RIVEREDGE PKWY
SUITE 600
ATLANTA, GA 30328**

**CHRISTOPHER BOOKER & ASSOCIATES
670 BROAD STREET
AUGUSTA, GA 30901**

**AYERCORP
305 BROAD STREET
AUGUSTA, GA 30901**

**MORTON CONSTRUCTION
ATTN: LES MORTON
4708 BROAD OAK COURT
AUGUSTA, GA 30906**

**PHYLLIS MILLS JOHNSON
COMPLIANCE DEPT**

**RFP ITEM 19-123A
Architectural/Engineering Design Services for
Lucy Craft Laney Museum For Augusta, GA
MAILED: 12/13/2018
Addendum 1-Mailed: 12/21/18 and 12/26/18**

**RFP ITEM 19-123A
Architectural Design Services for Lucy
Craft Laney Museum For Augusta, GA
DUE: WED 1/23/19 @11:00 A.M.**

	iParametrics, LLC 2019-01-04	andrew.klein@iparametrics.com Klein, Andrew		
	iParametrics, LLC 2019-01-04	karon.hartman@iparametrics.com Hartman, Karon		
	iParametrics, LLC 2019-01-04	paul.pelletier@iparametrics.com Pelletier, Paul		
060272534	idea-span 2019-01-04	bnurse@idea-span.com Nurse, Betsy	N	NOM
582297345	innovation plus inc. 2019-01-04	mkrollip@alltel.net kroll, mike	N	NOM
900165722	kronberg wall architects 2019-01-04	awall@kronbergwall.com wall, adam	N	NOM
256675009	marenl construction 2019-01-04	mareniconstruction@att.net Mandela, nia	Y	AFA
160785808	ogungbadejohn 2019-01-04	ogungbade_john@yahoo.com ogungbade, john	Y	AFA
256946187	parteevanessa 2019-01-04	vanessapartee@yahoo.com partee, vanessa	N	NOM
256946187	parteevanessa 2019-01-04	vanessapartee@yahoo.com partee, vanessa	N	NOM
255430917	space managementcapi 2019-01-04	dnemec@spaceplan.gatech.edu space management, capital planning	N	NOM
257602161	spanglergilbert 2019-01-04	gilbert.spangler74@gmail.com spangler, gilbert	N	NOM
043089289	the Collaborative 2019-01-04	aparker@thecollaborative.com Parker, Angela	Y	AFA
061690916	the creative eye, llc 2019-01-04	dperkins@tcearchitects.net perkins, david	Y	AFA
581274188	tvdesign 2019-01-04	chaislip@tvdesign.com Haislip, Corrie	N	NOM
562076959	xenosoft Technologies 2019-01-04	ash@xtglobal.com Sharma, Ash	Y	ASA

ETHNIC GROUP	COUNT
African American	205
Asian American	39
Native American	14
Hispanic/Latino	28
Pacific Island/American	2
Non Minority	1025
Not Classified	0
Total Number of Vendors	1313
Total Number of Contacts	2218

PR_bid_email_list

FYI: Process Regarding Request for Proposals

Sec. 1-10-51. Request for proposals.

Request for proposals shall be handled in the same manner as the bid process as described above for solicitation and awarding of contracts for goods or services with the following exceptions:

- (a) Only the names of the vendors making offers shall be disclosed at the proposal opening.
- (b) Content of the proposals submitted by competing persons shall not be disclosed during the process of the negotiations.
- (c) Proposals shall be open for public inspection only after the award is made.
- (d) Proprietary or confidential information, marked as such in each proposal, shall not be disclosed without the written consent of the offeror.
- (e) Discussions may be conducted with responsible persons submitting a proposal determined to have a reasonable chance of being selected for the award. These discussions may be held for the purpose of clarification to assure a full understanding of the solicitation requirement and responsiveness thereto.
- (f) Revisions may be permitted after submissions and prior to award for the purpose of obtaining the best and final offers.
- (g) In conducting discussions with the persons submitting the proposals, there shall be no disclosure of any information derived from the other persons submitting proposals.

Sec. 1-10-52. Sealed proposals.

- (a) *Conditions for use.* The competitive sealed proposals method may be utilized when the Augusta, Georgia Administrator approves the written justification of the Procurement Director or using agency head that the sealed bid method is not in the best interest of Augusta, Georgia. Generally, this method may be used when competitive sealed bidding (involving the preparation of detailed and specific specifications) is either not practicable or not advantageous to Augusta, Georgia. Augusta, Georgia is not restricted from using alternative procurement methods for obtaining the best value on any procurement, such as Construction Management at Risk, Design/Build, etc.
- (b) *Request for proposals.* Competitive sealed proposals shall be solicited through a request for proposals (RFP).

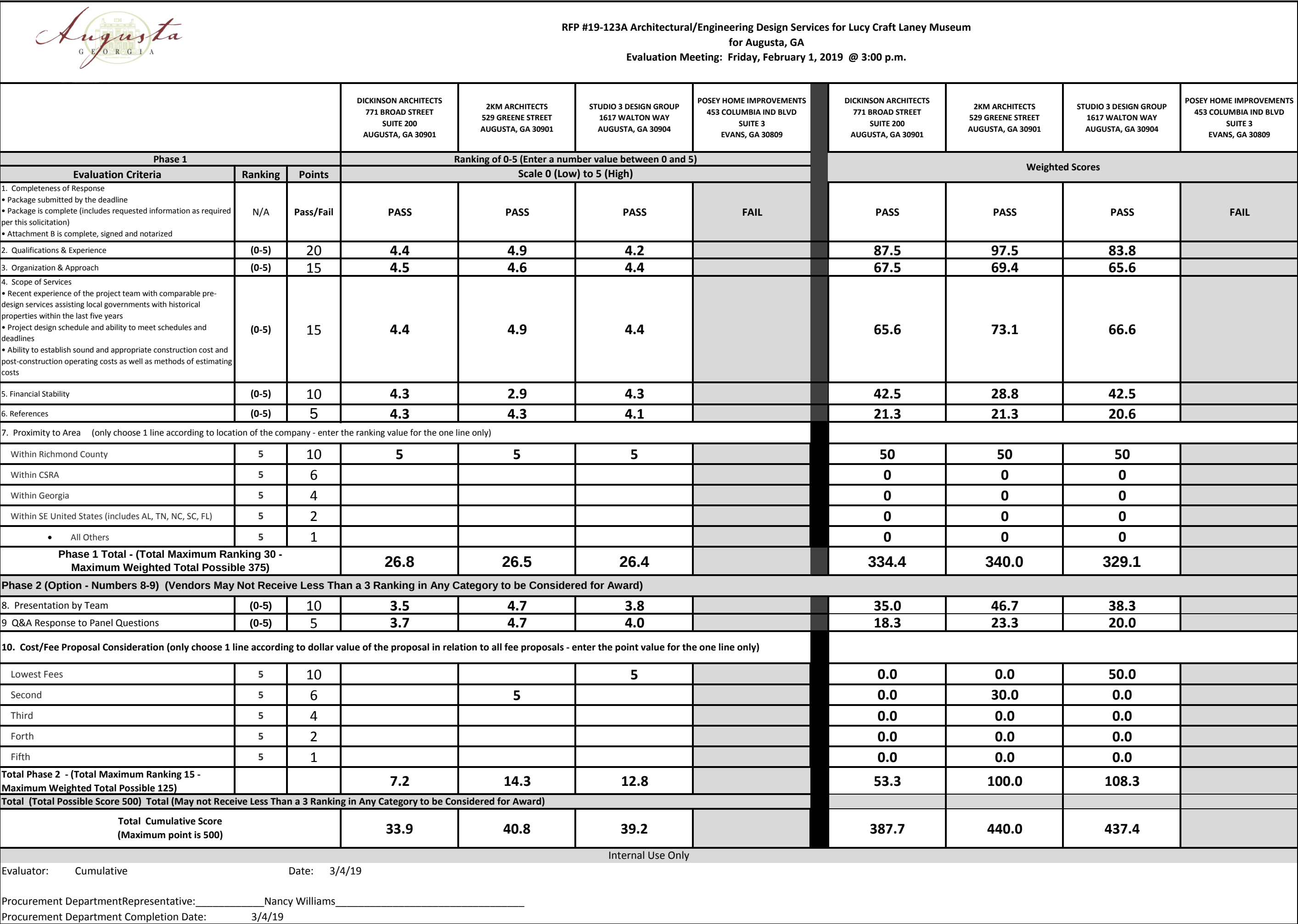
- (c) *Public notice.* Adequate public notice of the request for proposals shall be given in the same manner as provided in section 1-10- 50(c)(Public Notice and Bidder's List); provided the normal period of time between notice and receipt of proposals minimally shall be fifteen (15) calendar days.
- (d) *Pre-proposal conference.* A pre-proposal conference may be scheduled at least five (5) days prior to the date set for receipt of proposals, and notice shall be handled in a manner similar to section 1-10-50(c)-Public Notice and Bidder's List. No information provided at such pre-proposal conference shall be binding upon Augusta, Georgia unless provided in writing to all offerors.
- (e) *Receipt of proposals.* Proposals will be received at the time and place designated in the request for proposals, complete with bidder qualification and technical information. No late proposals shall be accepted. Price information shall be separated from the proposal in a sealed envelope and opened only after the proposals have been reviewed and ranked.

The names of the offerors will be identified at the proposal acceptance; however, no proposal will be handled so as to permit disclosure of the detailed contents of the response until after award of contract. A record of all responses shall be prepared and maintained for the files and audit purposes.

- (f) *Public inspection.* The responses will be open for public inspection only after contract award. Proprietary or confidential information marked as such in each proposal will not be disclosed without written consent of the offeror.
- (g) *Evaluation and selection.* The request for proposals shall state the relative importance of price and other evaluation factors that will be used in the context of proposal evaluation and contract award. (Pricing proposals will not be opened until the proposals have been reviewed and ranked). Such evaluation factors may include, but not be limited to:
 - (1) The ability, capacity, and skill of the offeror to perform the contract or provide the services required;
 - (2) The capability of the offeror to perform the contract or provide the service promptly or within the time specified, without delay or interference;
 - (3) The character, integrity, reputation, judgment, experience, and efficiency of the offeror;
 - (4) The quality of performance on previous contracts;
 - (5) The previous and existing compliance by the offeror with laws and

ordinances relating to the contract or services;

- (6) The sufficiency of the financial resources of the offeror relating to his ability to perform the contract;
 - (7) The quality, availability, and adaptability of the supplies or services to the particular use required; and
 - (8) Price.
- (h) *Selection committee.* A selection committee, minimally consisting of representatives of the procurement office, the using agency, and the Administrator's office or his designee shall convene for the purpose of evaluating the proposals.
- (i) *Preliminary negotiations.* Discussions with the offerors and technical revisions to the proposals may occur. Discussions may be conducted with the responsible offerors who submit proposals for the purpose of clarification and to assure full understanding of, and conformance to, the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussions and revision of proposals and such revisions may be permitted after submission and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of information derived from proposals submitted by competing offerors.
- (j) From the date proposals are received by the Procurement Director through the date of contract award, no offeror shall make any substitutions, deletions, additions or other changes in the configuration or structure of the offeror's teams or members of the offeror's team.
- (k) *Final negotiations and letting the contract.* The Committee shall rank the technical proposals, open and consider the pricing proposals submitted by each offeror. Award shall be made or recommended for award through the Augusta, Georgia Administrator, to the most responsible and responsive offeror whose proposal is determined to be the most advantageous to Augusta, Georgia, taking into consideration price and the evaluation factors set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain a written report of the basis on which the award is made/recommended. The contract shall be awarded or let in accordance with the procedures set forth in this Section and the other applicable sections of this chapter.





Administrative Services Committee Meeting

5/14/2019 1:20 PM

RFP 19-123A Architectural/Engineering Design Services for Lucy Craft Laney Museum

Department:	Procurement Department
Presenter:	Geri Sams / Linda Johnson
Caption:	Recommendation to award RFP #19-123A Architectural/Engineering Design Services for the Lucy Craft Laney Museum (2019) to 2 KM Architects, Inc., as the qualified and selected architectural/engineering firm.
Background:	The Lucy Craft Laney Museum is in receipt of SPLOST funds for the renovations of the Historical Lucy Craft Laney Museum of Black History. The Board Members through the Augusta Procurement Office submitted an RFP to acquire an Architectural/Engineering Design Firm to assist the board members in reviewing the condition of the museum and to prioritize the needed renovations. The Architectural firm will be able to complete an analysis of the museum building to include the conference center and the administration building. The firm will also assist the Board Members on submitting bids for work and help them determine the priority of the needed renovations.
Analysis:	Four (4) firms responded to the RFP. The evaluation committee met and reviewed the submittals and also viewed presentations from the three (3) shortlisted firms. The committee is recommending the award to 2KM Architect's for a fee not to exceed \$50,000.00. This fee will include Phase One -the analysis of the conditions and Phase II -the preparation of specifications for the recommended renovations.
Financial Impact:	The funds are available for this project from SPLOST VI.
Alternatives:	Rejection of this RFP Architect Firm selection would delay the Lucy Craft Laney Museum Board Member's ability to execute planned and emergency renovations to the museum, conference center and the administration building.

Recommendation: Recommend the approval of RFP #19-123A:
Architectural/Engineering Design Services for the Lucy Craft
Laney Museum in the amount not to exceed \$50,000.00.

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

REVIEWED AND APPROVED BY:

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