



Administrative Services Committee Commission Chamber- 1/28/2020- 1:20 PM Meeting

ADMINISTRATIVE SERVICES

1. The Environmental Service Department requests the purchase of one new pickup truck at a cost of \$26,320 from Allan Vigil Ford - Bid Item 19-280  [Attachments](#)
2. Fleet Management requests approval for the purchase of four vehicles for the Marshal's Office totaling \$106,908. Bid Item 19-172  [Attachments](#)
3. The Juvenile Court is requesting one new 2020 Ford Transit, 15-passenger Van at \$35,328.  [Attachments](#)
4. Approve Correction of Inequities Created by Compensation Study.  [Attachments](#)
5. Motion to approve Housing and Community Development Department's (HCD's) request to provide Laney Walker/Bethlehem Revitalization Funding to contract with Arbory Tree Services to clear seven (7) lots on Boyd Lane, identified at properties: 918, 922, 924, 930, 932, 936 & 938 Boyd Lane. This project will be completed in order to develop seven (7) single-family, detached homes.  [Attachments](#)
6. Motion to approve HCD's Rehabilitation Program Lien Restructure request.  [Attachments](#)
7. Discuss process for hiring Recruitment Consultant/Headhunter to fill the position of Administrator. **(Requested by Commissioner Marion Williams)**  [Attachments](#)
8.  [Attachments](#)

Update from HDC regarding the James Brown Gallery in the Penny & Savings Bank on Laney-Walker Blvd. **(Requested by Commissioner Marion Williams)**

9. Motion to approve the minutes of the Administrative Services Committee held on January 14, 2020.  [Attachments](#)
10. Update from the South Augusta Economic Development Initiative. **(Requested by Commissioner Marion Williams)**  [Attachments](#)

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Administrative Services Committee Meeting
1/28/2020 1:20 PM
2020 - Environmental Services Trucks

Department: Central Services Department - Fleet Management Division

Presenter: Ron Crowden

Caption: The Environmental Service Department requests the purchase of one new pickup truck at a cost of \$26,320 from Allan Vigil Ford - Bid Item 19-280

Background: The Environmental Service Department is requesting the purchase of one pickup truck to be used by Keeping Augusta Beautiful for event transportation and towing purposes. Vehicle Evaluations and Bid tab sheets are attached for your review.

Analysis: The Procurement Department published a competitive bid using the Demand Star application for 2020 6500 GVWR Pick-up Truck (Bid #19-280). Invitations to Bid were sent to 18 vendors with three vendors responding and one being non-compliant. Bid tab sheets are attached for your review. Bid# 19-280: 2020 Ford F150 – Allan Vigil Ford - \$26,320 - Gerald Jones – \$28,744.00 (GJF Denied the Local Vendor Preference Option)

Financial Impact: 1 – 2020 Ford F150 = \$26,320. The vehicle will be purchased with department funds. (ACT #: 542-04-4110/54-22210)

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

Recommendation: Approve the purchase of 1 - Ford F150 pickup truck for Environmental Services.

Funds are Available in the Following Accounts: Capital Outlay:(ACT #: 542-04-4110/54-22210)

REVIEWED AND APPROVED BY:

Finance.

Procurement.

Law.

Administrator.

Clerk of Commission

FOR ALL DEPARTMENTS- Pickup Truck 6500 GVWR-BIDS OPENED 10/08/2019 @ 11:00**Department:****Funds:****BID 19-280****Year****Brand****Model****Delivery Date****Base Price 5.01**

Allan Vigil Ford	Gerald Jones
2020	\$ 2,020.00
Ford	Ford
F150	F150
90-120 DAYS	90-DAYS ARO
\$ 19,550.00	\$ 21,157.76

6.06	Super Cab (6.5 ft. bed)	\$ 2,525.00	\$ 3,902.00
6.13	Tilt/Cruise	\$ 215.00	\$ 205.00
6.14	Cab Steps (black)	\$ 262.00	\$ 228.00
6.16	Power Windows/locks/mirrors	\$ 1,088.00	\$ 883.00
6.19	Trailer Tow Package	\$ 555.00	\$ 542.00
6.36	Spray Bed Liner	\$ 375.00	\$ 400.00
6.43	Delivery Fee	\$ 150.00	\$ 50.00
7.04	Trailer Hitch	\$ 150.00	\$ 170.00
7.05	Trailer Wiring	See 6.19-6.20	\$ 40.00
7.06	Trailer Ball	\$ 35.00	\$ 30.00
7.08	Window Tint, ext cab	\$ 185.00	\$ 180.00
7.14	County Emergency Package	\$ 895.00	\$ 898.00
	Extra Key	\$ 225.00	\$ 58.24

OPTIONS TOTAL	\$ 6,660.00	\$ 7,586.24
BASE PRICE:	\$ 19,550.00	\$ 21,157.76

TOTAL FOR OPTIONS AND BASE PRICE	\$ 26,210.00	\$ 28,744.00
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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:**

Invitation to Bid

Sealed bids will be received at this office until **Tuesday, October 8, 2019 @ 11:00 a.m.** for furnishing for **Augusta, GA Central Services Department - Fleet Maintenance**

Bid Item #19-280 2020 6500GVWR Pickup Truck

Bid Item #19-281 2019/2020 15 Passenger Van

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, September 20, 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 ninety (90) 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	August 29, September 5, 12, 19, 2019
Metro Courier	August 29, 2019



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: **December 17, 2019**

SUBJECT: **Recommendation for Bid #19-280 – 2020 6500GVWR Pick-Up**

Bid #19-280 is recommended for award based on the requirements and options needed by various departments, divisions and positions. The following recommendations are to purchase two trucks for the Environmental Services Department.

Allan Vigil Ford:

- 2 - Super Cab with required options for Environmental Services - \$26,210 each

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 10/08/2019 @ 11:00

Department:

Funds:

BID 19-280

Year

Brand

Model

Delivery Date

Base Price 5.01

Allan Vigil Ford	Gerald Jones
2020	\$ 2,020.00
Ford	Ford
F150	F150
90-120 DAYS	90-DAYS ARO
\$ ✓ 19,550.00	\$ 19,948.76

THRU 11/30/2019

\$ 21,157.76 AFTER 11/30/2019

- 6.06 Super Cab (6.5 ft. bed)
- 6.13 Tilt/Cruise
- 6.14 Cab Steps (black)
- 6.16 Power Windows/locks/mirrors
- 6.19 Trailer Tow Package
- 6.36 Spray Bed Liner
- 6.43 Delivery Fee
- 7.04 Trailer Hitch
- 7.05 Trailer Wiring
- 7.06 Trailer Ball
- 7.08 Window Tint, ext cab
- 7.14 County Emergency Package
Extra Key

\$ ✓ 2,525.00	\$ 3,902.00
\$ ✓ 215.00	\$ 205.00
\$ ✓ 262.00	\$ 228.00
\$ ✓ 1,088.00	\$ 883.00
\$ ✓ 555.00	\$ 542.00
\$ ✓ 375.00	\$ 400.00
\$ ✓ 150.00	\$ 50.00
\$ ✓ 150.00	\$ 170.00
See 6.19-6.20 ✓	\$ 40.00
\$ ✓ 35.00	\$ 30.00
\$ ✓ 185.00	\$ 180.00
\$ ✓ 895.00	\$ 898.00
\$ ✓ 225.00	\$ 58.24

OPTIONS TOTAL \$ ✓ 6,660.00 \$ 7,586.24

BASE PRICE: \$ ✓ 19,550.00 \$ 21,157.76

TOTAL FOR OPTIONS AND BASE PRICE \$ ✓ 26,210.00 \$ 28,744.00

**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:

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Augusta
GEORGIA

Local Vendor Option 88 - Bid Item 813-200
2020 Supervised Pickup Truck
for Augusta, Georgia - Central Services Department
- Fleet Maintenance Division
Bid Close Tuesday, October 6, 2020 @ 11:00 a.m. +AEST

VENDORS	Gerold James Ford 8408 Wightmore Rd Augusta, GA 30606	Lowest Non-Local Vendor	Accept or Decline
Year	2020	2020	
Make	Ford	Ford	
Model	F150	F150	
Approximate Delivery Schedule	90 days from award	90-120 days	
8.01 2020 Pickup Truck (1/2 ton)	\$1,157.75	\$79,845.00	
8.10 Driver Cab (1/2 ton)	\$1,000.00	\$2,023.00	
8.11 170 / Cycles	\$205.00	\$210.00	
8.34 Cab Hood	\$235.00	\$252.00	
8.35 Rear Window/Airline Mirrors	\$813.00	\$1,000.00	
8.36 Trailer Tow Package	\$645.00	\$535.00	
8.37 Stump-in Receiver	\$400.00	\$375.00	
8.40 Delivery Fee per Vehicle	\$30.00	\$150.00	
7.04 Trailer Hitch	175.00	\$180.00	
7.05 Trailer Wiring	40.00	See 6.55-6.57	
7.06 Trailer Ball	80.00	\$51.00	
7.08 Window tint, regular cab	100.00	\$185.00	
7.34 County Emergency Equipment	000.00	\$200.00	
7.35 Radio	00.00	\$125.00	
7.36 Entry Key	00.00	\$125.00	
	20,744.00	21,110.00	Yes ☒ No ☐

Please indicate if you wish to match the bid of the lowest non-local bidder by selecting the appropriate box to the right of the total amount. Please sign, date and return this form no later than 4:00 p.m. on Monday, December 14, 2020.

Sign: T. Benfield Date: 12/14/19

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Bid Opening - Bid Item #19-280
2020 6500GVWR Pickup Truck
for Augusta, Georgia- Central Services Department
- Fleet Maintenance Division
Bid Due: Tuesday, October 8, 2019 @ 11:00 a.m.

Total Number Specifications Mailed Out: 18
 Total Number Specifications Download (Demandstar): 2
 Total Electronic Notifications (Demandstar): 15
 Mandatory Pre-Bid/Telephone Conference: NA
 Total packages submitted: 3
 Total Non-Compliant: 1

VENDORS	Allan Vigil Ford Lincoln, Inc. 6790 Mount Zion Blvd Morrow, GA 30260	Master Buick GMC 3710 Washington Rd Augusta, GA 30907	Gerald Jones Ford 3480 Wrightsboro Rd Augusta, GA 30909
Attachment B	Yes	Non-Compliant Not Notarized	Yes
E-Verify Number	94460	665555	933751
SAVE Form	Yes	Non-Compliant Not Notarized	Yes

2020 6500GVWR Pickup Truck:

Year	2020	2020	2020
Make	Ford	GMC	Ford
Model	F150	Sierra	F150
Approximate Delivery Schedule	90-120 days		90 days from award

5.00 Vehicle/Optionals Required:

5.01 2020 Pickup Truck (1/2 ton)	\$19,550.00	27,563.00	* \$19,948.76
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6.00 Manufacturer options:

6.01 5.0L V8 Flex Fuel Engine - 995	\$1,836.00	1,395.00	1,816.00
6.02 3.5L V6 EcoBoost Engine - 99G	\$2,388.00	N/A	* \$2,362.00
6.03 2.7L V6 EcoBoost - 99P	\$916.00	N/A	906.00
6.04 Long Bed (8ft)	\$285.00	N/A	287.00
6.05 Extended range fuel tank	\$410.00	N/A	N/A
6.06 Super Cab (6.5ft bed)	\$2,525.00	3,900.00	3,902.00
6.07 Super Cab (8ft bed)	\$3,690.00	N/A	N/A
6.08 4X4 Option (All Models)	\$2,645.00	5,600.00	* \$4,436.00
6.09 Skid Plates	\$155.00	150.00	146.00
6.10 Crew Cab XL SWB	\$4,920.00	6,300.00	6,247.00
6.11 Crew Cab XL LWB	\$5,850.00	6,600.00	N/A

Item # 1

OFFICIAL

 Bid Opening - Bid Item #19-280 2020 6500GVWR Pickup Truck for Augusta, Georgia- Central Services Department - Fleet Maintenance Division Bid Due: Tuesday, October 8, 2019 @ 11:00 a.m.			
Total Number Specifications Mailed Out: 18 Total Number Specifications Download (Demandstar): 2 Total Electronic Notifications (Demandstar): 15 Mandatory Pre-Bid/Telephone Conference: NA Total packages submitted: 3 Total Non-Compliant: 1			
VENDORS	Allan Vigil Ford Lincoln, Inc. 6790 Mount Zion Blvd Morrow, GA 30260	Master Buick GMC 3710 Washington Rd Augusta, GA 30907	Gerald Jones Ford 3480 Wrightsboro Rd Augusta, GA 30909
6.12 Limited Slip Axle	\$525.00	395.00	519.00
6.13 Tilt / Cruise	\$215.00	\$1,285.00 *PK	205.00
6.14 Cab Steps	\$262.00	795.00	228.00
6.15 Daytime Running Lights	\$42.00	N/C	41.00
6.16 Power Windows/Locks/Mirrors	\$1,088.00	*PK	883.00
6.17 Power Seat	\$345.00	N/A	319.00
6.18 Class IV Hitch (w/o tow pkg) – 53B	\$100.00	N/A	137.00
6.19 Trailer Tow Pkg	\$555.00	395.00	542.00
6.20 Trailer Tow Pkg (w/101A pkg)	\$916.00	N/A	906.00
6.21 Tow Mirrors w/ spotlights	\$495.00	345.00	360.00
6.22 XL w/Power W-L-M, SYNC, AM/FM/CD, Cruise Control	\$2,075.00	N/A	2,074.00
6.23 Cruise Control & SYNC	\$795.00	N/A	588.00
6.24 40-20-40 Cloth Split Bench	N/C	N/C	N/C
6.25 Cloth Buckets w/Console	* \$275.00	N/A	* \$295.00
6.26 Electric Brake Controller	\$265.00	275.00	250.00
6.27 Fog Lights	\$135.00	N/A	127.00
6.28 Carpet w/Mats	\$140.00	N/A	132.00
6.29 XL SSV Package	\$49.00	N/A	* \$46.00
6.30 XLT Package –	\$4,763.00	N/A	5,055.00
6.31 Rear window defroster & Bumpers	\$305.00	N/A	360.00
6.32 Aluminum Wheels & Bumpers – 86A	\$740.00	4,900.00	705.00
6.33 Box Side Steps	\$305.00	N/A	296.00

Item # 1

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Bid Opening - Bid Item #19-280 2020 6500GVWR Pickup Truck for Augusta, Georgia- Central Services Department - Fleet Maintenance Division Bid Due: Tuesday, October 8, 2019 @ 11:00 a.m.			
<i>Augusta</i> GEORGIA			
Total Number Specifications Mailed Out: 18 Total Number Specifications Download (Demandstar): 2 Total Electronic Notifications (Demandstar): 15 Mandatory Pre-Bid/Telephone Conference: NA Total packages submitted: 3 Total Non-Compliant: 1			
VENDORS	Allan Vigil Ford Lincoln, Inc. 6790 Mount Zion Blvd Morrow, GA 30260	Master Buick GMC 3710 Washington Rd Augusta, GA 30907	Gerald Jones Ford 3480 Wrightsboro Rd Augusta, GA 30909
6.34 Tailgate Step	\$355.00	N/C	341.00
6.35 Reverse Sensing	\$255.00	N/A	250.00
6.36 Spray-In Bedliner	\$375.00	545.00	400.00
6.37 Exterior Color Not Included in Base Price Color:	\$720.00	195.00	N/C
6.38 Exterior Color Not Included in Base Price Color:	N/A	495.00	N/C
6.39 Exterior Color Not Included in Base Price Color:	N/A	N/A	N/C
6.40 Interior Color Not Included In Base Price Color:	N/A	N/A	N/C
6.41 Interior Color Not Included in Base Price Color:	N/A	N/A	N/C
6.42 Interior Color Not Included in Base Price Color:	N/A	N/A	N/C
6.43 Delivery Fee per Vehicle	\$150.00	N/A	50.00
7.00 Outfitter's Specialty Items:			
7.01 Fire extinguisher	\$65.00	No Bid	55.00
7.02 Outlet receptacle	\$75.00	No Bid	65.00
7.03 Toolbox	\$500.00	No Bid	500.00
7.04 Trailer hitch	* \$150.00	No Bid	170.00
7.05 Trailer wiring	* SEE 6.19/6.20	No Bid	40.00
7.06 Trailer ball	\$35.00	No Bid	30.00
7.07 Window tint, regular cab	\$175.00	No Bid	170.00

Item # 1

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Bid Opening - Bid Item #19-280
2020 6500GVWR Pickup Truck
for Augusta, Georgia- Central Services Department
- Fleet Maintenance Division
Bid Due: Tuesday, October 8, 2019 @ 11:00 a.m.

Total Number Specifications Mailed Out: 18
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Mandatory Pre-Bid/Telephone Conference: NA
Total packages submitted: 3
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VENDORS	Allan Vigil Ford Lincoln, Inc. 6790 Mount Zion Blvd Morrw, GA 30260	Master Buick GMC 3710 Washington Rd Augusta, GA 30907	Gerald Jones Ford 3480 Wrightsboro Rd Augusta, GA 30909
7.08			
Window tint, extended cab	\$185.00	No Bid	180.00
7.09			
Window tint, crew cab	\$195.00	No Bid	185.00
7.10			
Add on step	\$185.00	No Bid	228.00
7.11			
Backup alarm	\$80.00	No Bid	70.00
7.12			
Drill Free Light Bar Cab Mount	\$750.00	No Bid	743.00
7.13			
LED top mount light	\$625.00	No Bid	618.00
7.14			
County Emergency Equipment Package	\$895.00	No Bid	898.00
7.15			
Fire Emergency Equipment Package	\$1,958.00	No Bid	1,968.00
	* Exceptions Noted	Exceptions Noted	* Exceptions Noted

Item # 1

User: Williams, Nancy

Organization:

City of Augusta, GA (Augusta Commission)

Logout

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)

Bid Number ITB-19-280-0-2019/nw

Bid Name 2020 6500GVWR Pickup Truck

1 Document(s) found for this bid

2 Planholder(s) found.

[Add Planholder](#)

Supplier Name	Phone	Fax	Doc Count	Attributes	Programs	Actions
A4 Autos Inc.	7063643595		1			Documents
Dodge Data	4133767032		1			Documents

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

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

ALAN JAY AUTOMOTIVE NETWORK
ATTN: MATT FORTE
1896 BLUEBONNET WAY
FLEMING ISLAND, FL 33870

HARDY FORD/MERCURY
ATTN: STEVE CANUP
1249 CHARLES HARDY PKWY
DALLAS, GA 30132

THOMSON CHRYSLER DODGE JEEP
ATTN: MAC MCALLISTER
2158 WASHINGTON ROAD
THOMSON, GA 30824
RETURNED MAIL

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

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

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

BUTLER CHRYSLER DODGE JEEP
1555 SALEM ROAD
BEAUFORT, SC 29902

AKINS FORD CORP
ATTN: ROZ ICENHOUR
220 WEST MAY STREET
WINDER, GA 30680

LANGDALE CHEVROLET
1006 W FRANKLIN ST
SYLVESTER GA 31791

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

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

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

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

O.C. WELCH FORD-LINCOLN INC.
ATTN: LARRY WILLIAMS
4920 INDEPENDENCE BLVD.
HARDEEVILLE, SC 29927

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

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

BID ITEM# 19-216
2020 MIDSIZE SUV
FOR AUGUSTA-CENTRAL SERVICES DEPT-
FLEET MAINTENANCE DIVISION
BID DUE: TUESDAY 4/23/19 @ 11:00 A.M.

BID ITEM# 19-215
2020 MIDSIZE SUV
FOR AUGUSTA-CENTRAL SERVICES DEPT-
FLEET MAINTENANCE DIVISION
BID MAILED: 3/14/19

RON CROWDEN
FLEET MANAGEMENT

PHYLLIS MILLS JOHNSON
COMPLIANCE

TAKIYAH DOUSE
CENTRAL SERVICES

PR_bid_email_list

Page 4 of 4

472788464	Zs Ali American Hauling 2019-08-29	zamericanhauling@gmail.com Slatten, Dwight	Y	AFA
253251853	ogletrees hauling 2019-08-29	ogletreesshawn@yahoo.com Ogletree, Shawn	N	NOM

ETHNIC GROUP	COUNT
African American	15
Asian American	0
Native American	0
Hispanic/Latino	0
Pacific Island/American	0
Non Minority	49
Not Classified	0
Total Number of Vendors	64
Total Number of Contacts	97

PR_bid_email_list

Item # 1



Administrative Services Committee Meeting
1/28/2020 1:20 PM
2020 - Marshal's Office Vehicles

Department: Central Services Department - Fleet Management Division

Presenter: Ron Crowden

Caption: Fleet Management requests approval for the purchase of four vehicles for the Marshal's Office totaling \$106,908. Bid Item 19-172

Background: The Marshal's Office has four older model vehicles that were involved in the December 13th Flood that damaged each vehicles electrical system beyond repair:
Asset 209086 – 2009 Chevrolet Impala with 135,595 miles
Asset 209089 – 2009 Chevrolet Impala with 131,385miles,
Asset 212065 – 2013 Ford Interceptor with 135,534miles,
Asset 210073 – 2010 Ford Crown Victoria with 108,823 miles,
Fleet Management will utilize some parts from no more than two vehicles for parts to be used on wrecked vehicles and the remaining cars will be offered for parts only on the GovDeals website.

Analysis: : The Procurement Department published a competitive bid using the Demand Star application for the Dodge Charger Bid Number 19-172. The bid tabulation is attached for review. Bid 19-172 – Dodge Charger: Thomson Motor Centre = \$26,727; Akins Ford Corp = \$26,905

Financial Impact: The four Marshal's Vehicles totaling \$106,908 will be purchased using Capital Outlay (ACCT# 272-01-6440/54-22110).

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

Recommendation: Approve the request to replace four vehicles for the Marshal's Office

Cover Memo

Item # 2

General Fund Capital Outlay: 272-01-6440/54-22110).

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

REVIEWED AND APPROVED BY:

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

FOR ALL DEPARTMENTS- 2019 Dodge Police Charger-BIDS OPENED 3/8/19 @ 11:00
--

BID 19-172

Year

Brand

Model

Delivery Date

Thomson Motor Centre	Akins Ford Corp
2019	2019
Dodge	Dodge
Charger	Charger
9-12 weeks	14-16 Weeks

5.03 Marshal Package

\$ 25,612.00	\$ 25,800.00
--------------	--------------

7.02 1 Each Jotto Desk 425-6175

\$ 515.00	\$ 505.00
-----------	-----------

7.15 1 Each Jotto 475-0980

\$ 600.00	\$ 600.00
-----------	-----------

OPTIONS TOTAL \$ 1,115.00 \$ 1,105.00

TOTAL FOR OPTIONS AND BASE PRICE **\$ 26,727.00** **\$ 26,905.00**

EXTERIOR COLOR: INDIGO BLUE

INTERIOR COLOR: GRAY/BLACK

Invitation to Bid

Sealed bids will be received at this office until **Friday, March 8, 2019 @ 11:00 a.m.** for furnishing for **Augusta, GA Central Services Department - Fleet Maintenance**

Bid Item #19-172	2019 Dodge Police Charger
Bid Item #19-173	2019/2020 Compact SUV
Bid Item #19-174	2019/2020 Mid-Size 4-Door Sedan

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

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

Bid documents may be viewed on the Augusta, Georgia web site under the Procurement Department **ARCbid**. Bid documents may be 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 22, 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 ninety (90) 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.

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

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

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

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle	January 31, February 7, 14, 21, 2019
Metro Courier	January 31, 2019



**Bid Opening Item #19-172 - 2019 Dodge Police Charger
for Augusta, Georgia- Central Services Department-
Fleet Maintenance Division**

Bid Due: Friday, March 8, 2019 @ 11:00 a.m.

Total Number Specifications Mailed Out: 19
Total Number Specifications Download (Demandstar): 1
Total Electronic Notifications (Demandstar): 51
Mandatory Pre-Bid/Telephone Conference: N/A
Total packages submitted: 2
Total Non-Compliant: 0

VENDORS	THOMSON MOTOR CENTRE 2158 WASHINGTON RD NE THOMSON, GA 30824	AKINS FORD CORP 220 WEST MAY STREET WINDER, GA 30680
Attachment B	Yes	YES
Exceptions	Yes	
E-Verify Number	369935	388164
SAVE Form	Yes	YES

VEHICLE/OPTIONS REQUIRED

5.01 Administrative Package-Police Model Charger	\$22,434.00	\$23,000.00
5.02 Civil Package Police Model Charger	\$23,248.00	\$23,800.00
5.03 Marshal Package Police Model Charger	\$25,612.00	\$25,800.00
5.04 Patrol Package V8 Police Model Charger	\$28,916.00	\$29,081.00
5.05 Traffic Package V8 Police Model Charger	\$29,097.00	\$29,402.00
5.06 Patrol Package V6 Police Model Charger	\$27,933.00	\$28,263.00
5.07 Traffic Package V6 Police Model Charger	\$28,234.00	\$28,564.00

6.00 OPTIONAL ITEMS

6.01 HEMI 5.7 Liter engine	\$1,985.00	\$920.00
6.02 All-wheel drive	Exceptions	\$1,860.00
6.03 Special exterior paint colors each	\$500.00	\$445.00

Item # 2



**Bid Opening Item #19-172 - 2019 Dodge Police Charger
for Augusta, Georgia- Central Services Department-
Fleet Maintenance Division
Bid Due: Friday, March 8, 2019 @ 11:00 a.m.**

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Total Number Specifications Download (Demandstar): 1
Total Electronic Notifications (Demandstar): 51
Mandatory Pre-Bid/Telephone Conference: N/A
Total packages submitted: 2
Total Non-Compliant: 0

VENDORS	THOMSON MOTOR CENTRE 2158 WASHINGTON RD NE THOMSON, GA 30824	AKINS FORD CORP 220 WEST MAY STREET WINDER, GA 30680
6.04 Police Charger "Convenience Group"	\$427.00	\$427.00
6.05 Park Assist Group	N/A	Standard
6.06 Blind Spot Monitoring	\$312.00	\$312.00
7.00 OUTFITTER'S SPECIALTY ITEMS		
7.01 1 Each Code 3 Model 21TR47MC THIN LINE LED LIGHT BAR	\$1,675.00	\$1,665.00
7.02 1 each Jotto Desk 425-6175 console with 425-6384 ACC ADPT PLT	\$515.00	\$505.00
7.03 1 each Jotto Desk 425-6260 armrest	\$50.00	\$50.00
7.04 1 each Jotto Desk 425-3704 cup holder	\$50.00	\$50.00
7.05 1 each Jotto Desk 425-5630 (Not Top) HD passenger side mount laptop stand	\$405.00	\$405.00
7.06 1 each Sho-Me model 05.6000 six rocker switch power control-center	\$195.00	\$140.00
7.07 1 each Sho-Me model 14.0553 three outlet receptacle	\$60.00	\$60.00
7.08 3 Waytek Rocker Switches, two for lights (front/rear) and one for siren, mounted on the dash at the right side of the steering wheel	\$21.00	\$21.00
7.09 1 each ATD-7974 Heavy Duty battery jumper cable connection	\$240.00	\$235.00

Item # 2



**Bid Opening Item #19-172 - 2019 Dodge Police Charger
for Augusta, Georgia- Central Services Department-
Fleet Maintenance Division**

Bid Due: Friday, March 8, 2019 @ 11:00 a.m.

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Total packages submitted: 2
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VENDORS	THOMSON MOTOR CENTRE 2158 WASHINGTON RD NE THOMSON, GA 30824	AKINS FORD CORP 220 WEST MAY STREET WINDER, GA 30680
7.10 2 sets of Fenix industries FN-H-2209BW Cannon Blue/White 12 LED	\$515.00	\$505.00
7.11 1 each Code3 HDLNBKT-CH15 bracket w/ 2 Code3 MR6-B light Heads mounted above rearview mirror	\$320.00	\$320.00
7.12 1 each Fenix Industries FN-0416-B light stick w/ 2 FN-4016 brackets Mounted in rear deck	\$390.00	\$390.00
7.13 1 each Carson Manufacturing SA-361-20 Defender hands-free, Siren Controller	\$240.00	\$240.00
7.14 1 each Fenix Industries S-2009 speaker with in grille mounting bracket	\$210.00	\$210.00
7.15 1 each Jotto 475-0980 High Security/High Visibility Cage with locking sliding window, with transparent upper side filler panels	\$600.00	\$600.00
7.16 1 each Jotto 475-0994 lower extension plate with toe kick	\$135.00	\$135.00
7.17 1 each Jotto Desk 475-0421 secure grid side window barriers	\$220.00	\$220.00
7.18 1 Jotto Desk 475-0421 Secure Grid side window barriers	\$220.00	\$220.00
7.19 1 each Jotto Desk 475-0749 pre molded rear Bio seat, grey in color	\$460.00	\$460.00

OFFICIAL



**Bid Opening Item #19-172 - 2019 Dodge Police Charger
for Augusta, Georgia- Central Services Department-
Fleet Maintenance Division**

Bid Due: Friday, March 8, 2019 @ 11:00 a.m.

Total Number Specifications Mailed Out: 19
Total Number Specifications Download (Demandstar): 1
Total Electronic Notifications (Demandstar): 51
Mandatory Pre-Bid/Telephone Conference: N/A
Total packages submitted: 2
Total Non-Compliant: 0

VENDORS	THOMSON MOTOR CENTRE 2158 WASHINGTON RD NE THOMSON, GA 30824	AKINS FORD CORP 220 WEST MAY STREET WINDER, GA 30680
7.20 1 each Jotto Desk 475-0267 pre molded floor pan, grey in color	\$230.00	\$230.00
7.21 1 each Jotto Desk 475-0192 GR-87 Vertical mount single gun rack. With handcuff key over-ride and electric lock	\$395.00	\$395.00
7.22 Push bumper – Go Rhino model 5077 installed	\$495.00	\$495.00
7.23 Headlight guard – Go Rhino 5077WHD installed	\$470.00	\$470.00
7.24 # 35 window tint film application to include 6” windshield strip	\$150.00	\$150.00
7.25 Fire Extinguisher	\$55.00	\$55.00
2019 DODGE CHARGER AUTOMOBILE, POLICE MODEL		
Delivery Schedule	9-12 Weeks ARO	14-16 Weeks ARO

Item # 2



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: Ms. Geri Sams, Procurement Director
THROUGH: Mrs. Takiyah A. Douse, Central Services Director
FROM: Mr. Ron Crowden, Fleet Manager, Central Services Department
DATE: March 12, 2019
SUBJECT: Recommendation Bid #19-172 - 2019 Dodge Police Charger

Bid #19-172 is recommended for award to Thomson Motor Centre of Thomson, Georgia. The vendor met all required specifications and has the lowest bid on the majority of bid items.

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

19 MAR 14 AM 8:39

FOR ALL DEPARTMENTS- 2019 Dodge Police Charger-BIDS OPENED 3/8/19 @ 11:00
--

BID 19-172

Year

Brand

Model

Delivery Date

Thomson Motor Centre	Akins Ford Corp
2019	2019
Dodge	Dodge
Charger	Charger
9-12 weeks	14-16 Weeks

- 5.01** Administrative Public Safety Package
- 5.02** Civil Package
- 5.03** Marshal Package
- 5.04** Patrol Package V8
- 5.05** Traffic Package V8
- 5.06** Patrol Package V6
- 5.07** Traffic Package V6

\$ 22,434.00	\$ 23,000.00
\$ 23,248.00	\$ 23,800.00
\$ 25,612.00	\$ 25,800.00
\$ 28,916.00	\$ 29,081.00
\$ 29,097.00	\$ 29,402.00
\$ 27,933.00	\$ 28,263.00
\$ 28,234.00	\$ 28,564.00

- 6.01** HEMI 5.7 Liter Engine
- 6.02** All-Wheel Drive
- 6.03** Special Exterior Paint Color
- 6.04** Police Charger "Convenience Group"
- 6.05** Park Assist Group
- 6.06** Blind Spot Monitoring

\$ 1,985.00	\$ 920.00
Expectations	\$ 1,860.00
\$ 500.00	\$ 445.00
\$ 427.00	\$ 427.00
n/a	std
\$ 312.00	\$ 312.00

- 7.01** 1 Each Code 3 Model 21TR47MC
- 7.02** 1 Each Jotto Desk 425-6175
- 7.03** 1 Each Jotto Desk 426-6260
- 7.04** 1 Each Jotto Desk 425-3704
- 7.05** 1 Each Jotto Desk 425-5630
- 7.06** 1 Each Sho-Me model 05.6000
- 7.07** 1 Each Sho-Me model 14.0553
- 7.08** 3 Waytek Rocker Switches
- 7.09** 1 Each ATD-7974 Heavy Duty Cables
- 7.10'** 2 sets of Fenix FN-H-229bW
- 7.11** 1 Each Code3 HDLNBKT-CH15
- 7.12** 1 Each Fenix FN-0416-B
- 7.13** 1 Each Carson SA-361-20
- 7.14** 1 Each Fenix S-2009
- 7.15** 1 Each Jotto 475-0980
- 7.16** 1 Each Jotto 475-0994
- 7.17** 1 Each Jotto 475-0421 grid
- 7.18** 1 Each Jotto 475-0421 grid
- 7.19** 1 Each Jotto 475-0749
- 7.20'** 1 Each Jotto 475-0267
- 7.21** 1 Each Jotto 475-0192
- 7.22** Push Bumper
- 7.23** Headlight Guard
- 7.24** Window Tint
- 7.25** Fire Extinguisher

\$ 1,675.00	\$ 1,665.00
\$ 515.00	\$ 505.00
\$ 50.00	\$ 50.00
\$ 50.00	\$ 50.00
\$ 405.00	\$ 405.00
\$ 195.00	\$ 140.00
\$ 60.00	\$ 60.00
\$ 21.00	\$ 21.00
\$ 240.00	\$ 235.00
\$ 515.00	\$ 505.00
\$ 320.00	\$ 320.00
\$ 390.00	\$ 390.00
\$ 240.00	\$ 240.00
\$ 210.00	\$ 210.00
\$ 600.00	\$ 600.00
\$ 135.00	\$ 135.00
\$ 220.00	\$ 220.00
\$ 220.00	\$ 220.00
\$ 460.00	\$ 460.00
\$ 230.00	\$ 230.00
\$ 395.00	\$ 395.00
\$ 495.00	\$ 495.00
\$ 470.00	\$ 470.00
\$ 150.00	\$ 150.00
\$ 55.00	\$ 55.00

OPTIONS TOTAL

TOTAL FOR OPTIONS AND BASE PRICE \$

- \$ - Item # 2

[Login](#) | [Register](#)[Home](#)[My DemandStar](#)[Buyers](#)[Suppliers](#)[Account Info](#)[FAQs](#)

Planholders List

Member Name City of Augusta, GA (Augusta Commission)**Bid Number** ITB-19-172-0-2019/nw**Bid Name** 2019 Dodge Police Charger

1 Planholder(s) found.

Supplier Name 	City	State	Phone	Fax
ACME AUTO LEASING LLC	NORTH HAVEN	CT	2032346850	2032346858

Page 1 of 1

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GORDON CHEVROLET
ATTN: TRACI SEIGLER
2031 GORDON HIGHWAY
AUGUSTA, GA 30909

AKINS FORD CORP
ATTN: ROZ ICENHOUR
220 WEST MAY STREET
WINDER, GA 30680

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

WILSON COUNTY MOTORS
1310 WEST MAIN STREET
LEBANON, TN 37887

LOVE CHEVROLET
100 PARKRIDGE DR
COLUMBIA, SC 29212

HARDY CHEVROLET/FORD
ATTN: JUAN LIZANO
1249 CHARLES HARDY PARKWAY
DALLAS, GA 30132

THOMSON CHRYSLER DODGE JEEP
2158 WASHINGTON ROAD
THOMSON, GA 30824

BUTLER CHRYSLER
1555 SALEM ROAD
BEAUFORT, SC 29902

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

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

PEACH STATE TRUCK SALES
P. O. BOX 808
ATLANTA, GA 30091

HERNDON CHEVROLET
ATTN: HAZEL TYNDELL
5617 SUNSET BLVD
LEXINGTON, SC 29072

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

MILTON RUBEN CHEVROLET
ATTN: JOHNNY TOBY
3514 WASHINGTON ROAD
AUGUSTA, GA 30907

FAIRWAY FORD OF AUGUSTA
ATTN: LARRY WILLIAMS
4333 WASHINGTON ROAD
EVANS, GA 30809

ED VOYLES AUTOMOTIVE GROUP
789 COBB PARKWAY SE
MARIETTA, GA 30060

HARRY LEWIS CHRYSLER
DODGE JEEP
196 ALABAMA BLVD, PO BOX 74
JACKSON, GA 30233

LANDMARK CHRYSLER DODGE JEEP
6850 MOUNT ZION BLVD
MORROW, GA 30260

THOMSON CHRYSLER
DODGE JEEP
2158 WASHINGTON ROAD
THOMSON, GA 30824

RON CROWDEN
CENTRAL SERVICES DEPARTMENT

TAKIYAH DOUSE
CENTRAL SERVICES DEPARTMENT

PHYLLIS MILLS JOHNSON
COMPLIANCE

BID ITEM# 19-172
2019 DODGE POLICE CHARGER
FOR AUGUSTA-CENTRAL SERVICES
DEPT- FLEET MAINTENANCE DIVISION
BID DUE 3/8/19 @ 11:00 A.M.

BID ITEM# 19-172
2019 DODGE POLICE CHARGER
FOR AUGUSTA-CENTRAL SERVICES
DEPT- FLEET MAINTENANCE DIVISION
BID MAILED: 1/31/2019

	2019-02-18	WILMACINC, WILMACINC		
581544713	Wade Ford, Inc 2019-02-18	jeastland@wade.com Eastland, Jack	Y	AFA
260815152	Wamar Technologies LLC 2019-02-18	jason.lindsey@wamartech.com Lindsey, Jason	N	NOM
	Wamar Technologies LLC 2019-02-18	stacey.thomas@wamartech.com Thomas, Stacey		
631084060	Warren Truck & Trailer, Inc. 2019-02-18	sjohnson@dumptrucks.com Johnson, Steve	N	NOM
253458344	Weaver Distributors 2019-02-18	jwillis@weaverdist.com Willis, Jimmy	N	NOM
262373311	Xtreme Green Products, Inc. 2019-02-18	joe@xgpinc.com Worrell, Joseph	N	NOM
	Xtreme Green Products, Inc. 2019-02-18	neil@xgpinc.com Roth, Neil		
307101255	YANCEY TRUCK CENTER 2019-02-18	RAY_ADAMS@MAYSTRUCKS.COM ADAMS, RAY	N	NOM
668035047	adesinabadesina 2019-02-18	adesina123@yahoo.com adesina, badesina	Y	AFA
669057938	akinrolabuoluwole 2019-02-18	woleray@yahoo.com akinrolabu, oluwole	Y	AFA
203845641	e-Watch Corporation 2019-02-18	pgiles@e-watch.com Giles, Patrick	N	NOM

ETHNIC GROUP	COUNT
African American	51
Asian American	6
Native American	2
Hispanic/Latino	6
Pacific Island/American	1
Non Minority	214
Not Classified	0
Total Number of Vendors	280
Total Number of Contacts	370

PR_bid_email_list

Georgia Procurement Registry Vendor Summary
Bid Item 19-172

Item # 2



**Administrative Services Committee Meeting
1/28/2020 1:20 PM
2020 Juvenile Court Van**

Department: Central Services Department - Fleet Management Division

Presenter: Ron Crowden

Caption: The Juvenile Court is requesting one new 2020 Ford Transit, 15-passenger Van at \$35,328.

Background: The Juvenile Court is requesting the acquisition of one 15-Passenger Van to be utilized for the Courts Education Program. The van will pick up children from home/school and transport them to the program.

Analysis: The Procurement Department published a competitive bid using the Demand Star application for 2019/2020 15 Passenger Van (Bid #19-210). Invitations to Bid were sent to 18 vendors with two vendors responding. Bid tab sheets are attached for your review. Bid #19-281 – 2020 Ford Transit T350: Wade Ford = \$35,328; Allan Vigil Ford = \$35,891

Financial Impact: 1- 2020 Ford T350 Van @ \$35,328. (SPLOST VII ACCT# 329-03-1310/54-22110)

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

Recommendation: : Approve the purchase of one 15-Passenger Van at \$35,328 for the Juvenile Court using SPLOST VII funding.

Funds are Available in the Following Accounts: (SPLOST VII ACCT# 329-03-1310/54-22110) JL 216036001

REVIEWED AND APPROVED BY:

Cover Memo

Item # 3

Finance.
Procurement.
Law.
Administrator.
Clerk of Commission

FOR ALL DEPARTMENTS- 2019/2020 15 Passenger Van BIDS OPENED 10/8/19 @ 11:00
--

BID 19-281

Year

Brand

Model

Delivery Date

Allan Vigil Ford	Wade Ford
2020	2020
Ford	Ford
Transit	Transit
Feb-20	20-24 Weeks
\$ 35,891.00	\$ 35,328.00

5.01 15 Passenger Van with Medium Roof

TOTAL FOR OPTIONS AND BASE PRICE \$ 35,891.00 \$ 35,328.00

15-Passenger Van

5.01

Equipment included in base price:

Minimum 148 Inch Wheel Base
Medium Roof
Gasoline Engine
Automatic 6 Speed O/D tranmission
Vinyl Seats
AM/FM Radio
Sliding Side Door
Vinyl Floor Covering
Running board, side door only
Air conditioning, front and rear
All Weather Floor Mats
White Exterior Color
3 Keys required

15-Passenger Van

5.02

Equipment included in base price:

Minimum 148 Inch Wheel Base
High Roof
Gasoline Engine
Automatic 6 Speed O/D tranmission
Vinyl Seats
AM/FM Radio
Sliding Side Door
Vinyl Floor Covering
Running board, side door only
Air conditioning, front and rear
All Weather Floor Mats
White Exterior Color
3 Keys required

Invitation to Bid

Sealed bids will be received at this office until **Tuesday, October 8, 2019 @ 11:00 a.m.** for furnishing for **Augusta, GA Central Services Department - Fleet Maintenance**

Bid Item #19-280 2020 6500GVWR Pickup Truck

Bid Item #19-281 2019/2020 15 Passenger Van

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

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

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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, September 20, 2019 @ 5:00 P.M. No bid will be accepted by fax, all must be received by mail or hand delivered.

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Attn: Gerl 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 August 29, September 5, 12, 19, 2019
Metro Courier August 29, 2019

 Bid Opening Bid Item #19-281 2019/2020 15 Passenger Van for Augusta, Georgia- Central Services Department - Fleet Maintenance Division Bid Due: Tuesday, October 8, 2019 @ 11:00 a.m.			
Total Number Specifications Mailed Out: 18 Total Number Specifications Download (Demandstar): 1 Total Electronic Notifications (Demandstar): 19 Mandatory Pre-Bid/Telephone Conference: NA Total packages submitted: 3 Total Non-Compliant: 1			
VENDORS	Allan Vigil 6790 Mount Zion Blvd Morrw, GA 30260	Master Buick GMC 3710 Washington Rd Augusta, GA 30907	Wade Ford 3860 South Cobb Dr Smyrna, GA 30080
Attachment B	Yes	Non-Compliant Not Notarized	Yes
E-Verify Number	94460	665555	314470
SAVE Form	Yes	Non-Compliant Not Notarized	Yes
15 Passenger Van:			
Year	2020	2020	2020
Make	Ford	GMC	Ford
Model	Transit T350	Savana	Transit
Approximate Delivery Schedule	Feb-20		Est. 20-24 wks
5.00 Vehicle/Optionals Required:			
5.01 15 Passenger Van w/ Meduim Roof	\$35,891.00	\$33,796.00	\$35,328.00
5.02 15 Passenger Van w/ High Roof	\$38,173.00	No Bid	\$36,598.00
6.00 Outfitter Specialty Items Installed:			
6.01 Amber Emergency Light	\$650.00	No Bid	\$493.00
	Exceptions	Exceptions	



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

THRU: Takiyah A. Douse, Director, Central Services Department

FROM: Ron Crowden, Fleet Manager, Central Services Department *Ron Crowden*

DATE: October 14, 2019

SUBJECT: Recommendation for Bid #19-281 – 2019/2020 15 Passenger Van

Bid #19-281 is recommended for award to Wade Ford of Smyrna, GA. The vendor's proposal met the requirements of the bid and has the lowest bid on all items.

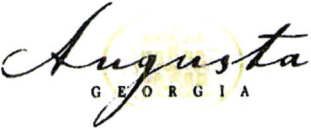
Please advise this office upon completion of notifications so that we may proceed with the acquisition process.

If you need further information or have any questions please call 706-821-2892.

RGC/kb

'19 OCT 17 AM 9:05

OFFICIAL

 Bid Opening Bid Item #19-281 2019/2020 15 Passenger Van for Augusta, Georgia- Central Services Department - Fleet Maintenance Division Bid Due: Tuesday, October 8, 2019 @ 11:00 a.m.			
Total Number Specifications Mailed Out: 18 Total Number Specifications Download (Demandstar): 1 Total Electronic Notifications (Demandstar): 19 Mandatory Pre-Bid/Telephone Conference: NA Total packages submitted: 3 Total Non-Compliant: 1			
VENDORS	Allan Vigil 6790 Mount Zion Blvd Morrow, GA 30260	Master Buick GMC 3710 Washington Rd Augusta, GA 30907	Wade Ford 3860 South Cobb Dr Smyrna, GA 30080
Attachment B	Yes	Non-Compliant Not Notarized	Yes
E-Verify Number	94460	665555	314470
SAVE Form	Yes	Non-Compliant Not Notarized	Yes
15 Passenger Van:			
Year	2020	2020	2020
Make	Ford	GMC	Ford
Model	Transit T350	Savana	Transit
Approximate Delivery Schedule	Feb-20		Est. 20-24 wks
5.00 Vehicle/Optionals Required:			
5.01 15 Passenger Van w/ Medium Roof	\$35,891.00	\$33,796.00	\$35,328.00
5.02 15 Passenger Van w/ High Roof	\$38,173.00	No Bid	\$36,598.00
6.00 Outfitter Specialty Items Installed:			
6.01 Amber Emergency Light	\$650.00	No Bid	\$493.00
	Exceptions	Exceptions	

FOR ALL DEPARTMENTS- 2019/2020 15 Passenger Van BIDS OPENED 10/8/19 @ 11:00

BID 19-281

Year

Brand

Model

Delivery Date

5.01 15 Passenger Van with Medium Roof

5.02 15 Passenger Van with High Roof

6.01 Amber Emergency Light

Allan Vigil Ford	Wade Ford
2020	2020
Ford	Ford
Transit	Transit
Feb-20	20-24 Weeks
\$ 35,891.00	\$ 35,328.00
\$ 38,173.00	\$ 36,598.00
\$ 650.00	\$ 493.00

OPTIONS TOTAL

TOTAL FOR OPTIONS AND BASE PRICE \$ - \$ -

15-Passenger Van**Equipment included in base price:**

Minimum 148 Inch Wheel Base
Medium Roof
Gasoline Engine
Automatic 6 Speed O/D tranmission
Vinyl Seats
AM/FM Radio
Sliding Side Door
Vinyl Floor Covering
Running board, side door only
Air conditioning, front and rear
All Weather Floor Mats
White Exterior Color
3 Keys required

5.01

15-Passenger Van**Equipment included in base price:**

Minimum 148 Inch Wheel Base
High Roof
Gasoline Engine
Automatic 6 Speed O/D tranmission
Vinyl Seats
AM/FM Radio
Sliding Side Door
Vinyl Floor Covering
Running board, side door only
Air conditioning, front and rear
All Weather Floor Mats
White Exterior Color
3 Keys required

5.02

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** ITB-19-281-0-2019/nw**Bid Name** 2019/2020 15 Passenger Van

1 Document(s) found for this bid

1 Planholder(s) found.

[Add Planholder](#)

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
Alliance Bus Group Inc	6782510570	2016368466	1			Documents

Page 1 of 1

Format for Printing ▼

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Item # 3

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

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

ALAN JAY AUTOMOTIVE NETWORK
ATTN: MATT FORTE
1896 BLUEBONNET WAY
FLEMING ISLAND, FL 33870

HARDY FORD/MERCURY
ATTN: STEVE CANUP
1249 CHARLES HARDY PKWY
DALLAS, GA 30132

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

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

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

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

BUTLER CHRYSLER DODGE JEEP
1555 SALEM ROAD
BEAUFORT, SC 29902

AKINS FORD CORP
ATTN: ROZ ICENHOUR
220 WEST MAY STREET
WINDER, GA 30680

LANGDALE CHEVROLET
1006 W FRANKLIN ST
SYLVESTER GA 31791

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

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

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

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

O.C. WELCH FORD-LINCOLN INC.
ATTN: LARRY WILLIAMS
4920 INDEPENDENCE BLVD.
HARDEEVILLE, SC 29927

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

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

BID ITEM# 19-215
2020 MIDSIZE SUV
FOR AUGUSTA-CENTRAL SERVICES DEPT-
FLEET MAINTENANCE DIVISION
BID DUE: TUESDAY 4/23/19 @ 11:00 A.M.

BID ITEM# 19-215
2020 MIDSIZE SUV
FOR AUGUSTA-CENTRAL SERVICES DEPT-
FLEET MAINTENANCE DIVISION
BID MAILED: 3/14/19

RON CROWDEN
FLEET MANAGEMENT

PHYLLIS MILLS JOHNSON
COMPLIANCE

TAKIYAH DOUSE
CENTRAL SERVICES

Item # 3

PR_bid_email_list

261635451	US Press, LLC 2019-08-29	CHRIS@USPRESS.COM BUESCHER, CHRIS	N	NOM
260815152	Wamar Technologies LLC 2019-08-29	jason.lindsey@wamartech.com Lindsey, Jason	N	NOM
	Wamar Technologies LLC 2019-08-29	stacey.thomas@wamartech.com Thomas, Stacey		
262373311	Xtreme Green Products, Inc. 2019-08-29	joe@xgpinc.com Worrell, Joseph	N	NOM
	Xtreme Green Products, Inc. 2019-08-29	neil@xgpinc.com Roth, Neil		
669057938	akinrolabuoluwole 2019-08-29	woleray@yahoo.com akinrolabu, oluwole	Y	AFA
672222168	emosuolusegun 2019-08-29	segnik2004@yahoo.com emosu, olusegun	Y	AFA

ETHNIC GROUP	COUNT
African American	8
Asian American	0
Native American	0
Hispanic/Latino	0
Pacific Island/American	1
Non Minority	64
Not Classified	0
Total Number of Vendors	73
Total Number of Contacts	102

PR_bid_email_list

Bid 19-281
Georgia Procurement Registry Vendor Summary

Item # 3



**Administrative Services Committee Meeting
1/28/2020 1:20 PM
Correction of Errors from Compensation Study**

Department: Utilities - Tom Wiedmeier, Director

Presenter: Tom Wiedmeier

Caption: Approve Correction of Inequities Created by Compensation Study.

Background: At the time of the Compensation study in 2018, AUD had Accountant I, II, and III positions, some of which were vacant. As a result of the Compensation study all three of these titles were downgraded to Accounting Technicians and set at paygrade 10. This resulted in those positions being highly undergraded in comparison to other similar positions in other departments.

Analysis: Utilities was unaware at the time what other department's similar positions were graded as a result of the Compensation Study. A recent analysis and job evaluation conducted revealed that AUD's position are at least equal to the skillset, job responsibilities and experience/education requirements of other ones that already exist within the Engineering, Finance and Environmental Services Departments titled Accountant PG-17 and Accountant, Senior PG-19. Additionally, all our positions require a 4-year degree in Accounting or a related field, while positions in some other departments at the higher paygrades do not. We have processed these changes with HR and received acknowledgement that these upgraded positions are appropriate.

Financial Impact: The net effect will be an increase in total salaries for the three positions combined of \$24,430.43, plus an estimated increase in benefits of \$4,470.77, for a total budget increase of approximately \$28,901.20.

Alternatives: No alternative available without perpetuating this inequity.

Recommendation:

Cover Memo

Item # 4

Currently, AUD has three (3) Accounting Technicians positions at PG 10. We are requesting that PCN's WSA21PN001 and WSA21PN003 be upgraded to Accountant PG 17 and PCN WSA21PN002 to Accountant, Senior PG 19. This request will allow our assigned personnel to be in line with others with similar skillsets, responsibilities and experience/education requirements throughout the organization.

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

A budget adjustment is required. Sufficient funds are available within Utilities Fund.

REVIEWED AND APPROVED BY:

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



Administrative Services Committee Meeting

1/28/2020 1:20 PM

HCD_Laney Walker/Bethlehem Boyd Lane Lot Clearing Request

Department: HCD

Presenter: Hawthorne Welcher, Jr. and/or HCD Staff

Caption: Motion to approve Housing and Community Development Department's (HCD's) request to provide Laney Walker/Bethlehem Revitalization Funding to contract with Arbory Tree Services to clear seven (7) lots on Boyd Lane, identified at properties: 918, 922, 924, 930, 932, 936 & 938 Boyd Lane. This project will be completed in order to develop seven (7) single-family, detached 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 construction of seven (7) new residential unit on Boyd Lane within Laney Walker / Bethlehem.

Analysis: The approval of the contract will allow for development activities on this site to begin.

Financial Impact: Augusta Housing and Community Development Department receives annual allocations from Laney Walker Bethlehem Project which will fund this contract. Contract Amount- 918, 922, 924, 930, 932, 936 & 938 Boyd Lane - \$5,000

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 Revitalization Funding to contract with

Cover Memo

Item # 5

Arbory Tree Services to clear seven (7) lots on Boyd Lane, identified at properties: 918, 922, 924, 930, 932, 936 & 938 Boyd Lane. This project will be completed in order to develop seven (7) single-family, detached homes.

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

Laney Walker/Bethlehem Revitalization Project funds.
298077343-5413150

REVIEWED AND APPROVED BY:

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

CONTRACT**between****AUGUSTA, GEORGIA****And****THE ARBORY TREE SERVICE**

in the amount of

\$5,000.00 USD

Five Thousand Dollars for Fiscal Year **2020**

Providing funding for

LANEY WALKER/BETHLEHEM REVITALIZATION PROJECT**918, 922, 924, 930, 932, 936, and 938 Boyd Ln**

THIS AGREEMENT (“Contract”), is made and entered into as of the ____ day of _____ 2020 (“the effective date”) by and between Augusta, Georgia, a political subdivision o the State of Georgia (hereinafter referred to as “Augusta”), acting through the Housing and Community Development Department (hereinafter referred to as “HCD”) - with principal offices at 510 Fenwick Street, Augusta, Georgia 30901, as party of the first part, and THE ARBORY TREE SERVICE., an independent, organized pursuant to the Laws of the State of Georgia, hereinafter called " THE ARBORY TREE SERVICE" as party in the second part.

WITNESSETH

WHEREAS, Augusta is qualified by the U. S. Department of Housing and Urban Development (hereinafter called HUD) as a Participating Jurisdiction, and has received Laney Walker/Bethlehem Bond Financing for the purpose of providing and retaining affordable and market rate housing for eligible families; and

WHEREAS, Augusta wishes to increase homeownership opportunities and preserve and increase the supply of affordable/market rate housing for eligible families; and

WHEREAS, Augusta wishes to enter into a contractual Agreement with THE ARBORY TREE SERVICE for the administration of eligible affordable and market rate housing development activities utilizing Laney Walker Bond Financing; and

WHEREAS, this activity has been determined to be an eligible activity in accordance with 24 CFR 92.504(c)(13) and will meet one or more of the national objectives and criteria outlined in Title 24 Code of Federal Regulations, Part 92 of the Housing and Urban Development regulations; and

WHEREAS, THE ARBORY TREE SERVICE has been selected and approved through a solicitation process for development partners to assist in the redevelopment of Laney Walker and Bethlehem communities; and

WHEREAS, THE ARBORY TREE SERVICE has agreed to provide services funded through this contract free from political activities, religious influences or requirements; and

WHEREAS, THE ARBORY TREE SERVICE has requested and Augusta has approved a total of **\$5,000.00** in funding to perform eligible activities as described in Article I; below:

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

ARTICLE I. SCOPE OF SERVICES

A. Scope of Services

Project Description: THE ARBORY TREE SERVICE agrees to utilize approved Laney Walker/Bethlehem Bond Financing funds to support project-related costs associated with the Laney Walker/Bethlehem Redevelopment Project. This project involves the clearing of 7 lots on Boyd Lane. Under this Agreement:

1. Perform land clearing services for seven (7) identified as property number **918 thru 938 Boyd Lane**.
2. Perform all required construction management and project oversight; in accordance with all laws, ordinances, and regulations of Augusta;
3. Perform all functions required to ensure delivery of a final product meeting all requirements as set forth by said Agreement to include:
 - Site clearing activities include removal of trees and vegetation above ground. Undergrowth up to a nominal diameter of 4 inches will be chipped and/or ground using mobile forestry equipment. Standing timber above a nominal diameter of 4 inches will be harvested using specialized industry specific clearing equipment and logging practices. Trees shall be removed from the site as logs or chipped and removed; the limbs and vegetative debris generated by logging activities will be chipped, shredded, ground or mulched, and removed from the site for reuse or disposal per the Contractor's approved Work Plan. All material from logging activities shall be removed from the site by the Contractor. There will be no long-term piles of vegetative matter.

B. Use of Funds:

Laney Walker/Bethlehem Bond Financing funds shall be used by THE ARBORY TREE SERVICE for the purposes and objectives as stated in Article I, Scope of Services, of this Agreement. The use of funding for any other purpose(s) is not permitted. The following summarizes the proposed uses of funds under this Agreement based on **total material and labor cost of \$5,000.00**

1. Construction

An amount not to exceed sixteen percent (16%) of the actual construction costs, only including materials and labor, as outlined and approved on the Work Write-Up shall be expended by THE

ARBORY TREE SERVICE for construction costs related to the development of one single family detached home identified as **918 - 938 Boyd Lane**. The design and specifications of the property shall be approved by HCD prior to construction (see Appendix). Funds will be used to assist with the cost of all construction related fees.

2. Profit

An amount not to exceed amount as outlined and approved in Article I. Scope of Services, Section B. Use of Funds and on the Work Write-Up, shall be paid to THE ARBORY TREE SERVICE for costs identified as necessary operating time and expenses in addition to the profit accrued in the development of one single family detached home identified as **918 - 938 Boyd Lane**. HCD will have the latitude to pay O&P directly to the procured developer/contractor on a pay for performance basis or upon the sale of the single family detached home identified as **918 - 938 Boyd Lane**.

3. Developer's Fee

N/A

C. Program Location and Specific Goals to be Achieved

THE ARBORY TREE SERVICE shall conduct project development activities and related services in its project area Laney Walker Bethlehem that incorporates the following boundaries: Fifteenth Street, R.A. Dent, Wrightsboro Road, Twiggs Street, MLK Boulevard and Walton Way.

D. Project Eligibility Determination

It has been determined that the use of Laney Walker/Bethlehem Bond Financing funds by THE ARBORY TREE SERVICE will be in compliance with legislation supporting community development in Laney Walker/Bethlehem as authorized under the Urban Redevelopment Authority which acts in behalf of the Augusta Commission to provide oversight of the operation of the Laney Walker/Bethlehem Redevelopment Project. Notwithstanding any other provisions of this contract, THE ARBORY TREE SERVICE shall provide activities and services as described in the description of the project, including use of funds, its goals and objectives, tasks to be performed and a detailed schedule for completing the tasks for this project as provided in Exhibit A of this contract.

ARTICLE II. BUDGET AND METHOD OF PAYMENT

THE ARBORY TREE SERVICE will carry out and oversee the implementation of the project as set forth in this Agreement and agrees to perform the required services under the general coordination of the Augusta Housing and Community Development Department. In addition, and upon approval by Augusta, THE ARBORY TREE SERVICE, may engage the services of outside professional services consultants and contractors to help carry out the program and projects.

A. Augusta shall designate and make Laney Walker/Bethlehem Bond Financing funds available in the following manner:

1. The method of payment for construction costs, including only materials and labor as outlined and approved on the Work Write-Up, shall be on a pay for performance basis provided THE ARBORY TREE SERVICE and HCD determine the progress is satisfactory. THE ARBORY TREE SERVICE shall utilize the AIA Form provided by HCD (see Appendix). For invoicing, THE ARBORY TREE SERVICE will include documentation showing proof of completion of work in accordance with the amount requested, inspected and accepted by HCD, lien waivers for vendors and sub-contractors, as specified in the Work Write-Up found in Exhibit B & E.
2. HCD will monitor the progress of the project and THE ARBORY TREE SERVICE performance on a weekly basis with regards to the production of housing units and the overall effectiveness of project.
3. Upon the completion of this Agreement, any unused or residual funds remaining shall revert to Augusta and shall be due and payable on such date of the termination and shall be paid no later than thirty (30) days thereafter. THE ARBORY TREE SERVICE and HCD shall share in the cost and proceeds of developing the residence at 918 - 938 Boyd Lane as follows:
4. Funds may not be transferred from line item to line item in the project budget without the prior written approval of Augusta Housing and Community Development Department.
6. This Agreement is based upon the availability of funding under the Laney Walker/Bethlehem Revitalization Project. Should funds no longer be available, it is agreed to by both parties that this contract shall terminate and any THE ARBORY TREE SERVICE and HCD deemed satisfactorily progress made within the contracted construction only amount shall be paid to THE ARBORY TREE SERVICE.
7. HCD will retain five percent (5%) of an amount of construction costs, including only materials and labor as outlined and approved on the Work Write-Up, after the Certificate of Occupancy has been issued until THE ARBORY TREE SERVICE and HCD determine that all HCD punch list items have been satisfied.

B. Project Financing

The Augusta Housing and Community Development Department (HCD) will provide an amount not to exceed the actual construction costs including only materials and labor as outlined and approved on the estimate of work to be expended by THE ARBORY TREE SERVICE for construction costs related to the development of one single family detached home identified as **918 - 938 Boyd Lane**.

Additionally, HCD will provide 100% of all change orders (where applicable) as approved by both Augusta and THE ARBORY TREE SERVICE in writing.

All funding is being provided as payment for services rendered as per this Agreement.

C. Timetable for Completion of Project Activities

THE ARBORY TREE SERVICE shall be permitted to commence with the expenditure of Laney Walker/Bethlehem Bond Financing funds as outlined in said Agreement upon procurement of a construction contractor in accordance with its policies and procedures; and approval of a detailed outline of project expenditures anticipated for the completion of the development within 30 days of said home identified as 918 - 938 Boyd Lane.

Liquidated Damages

THE ARBORY TREE SERVICE agrees to pay as liquidated damages to Augusta the sum of one hundred dollars (\$100.00) for each consecutive calendar day after the expiration of the Contract Time of Completion Time, except for authorized extensions of time by Augusta. This section is independent of any section within this Agreement concerning the default of THE ARBORY TREE SERVICE. The parties agree that these provisions for liquidated damages are not intended to operate as penalties for breach of Contract.

The liquidated damages set forth above are not intended to compensate Augusta for any damages other than inconvenience and loss of use or delay in services. The existence or recovery of such liquidated damages shall not preclude Augusta from recovering other damages in addition to the payments made hereunder which Augusta can document as being attributable to the documented failure of THE ARBORY TREE SERVICE. In addition to other costs that may be recouped, Augusta may include costs of personnel and assets used to coordinate, inspect, and re-inspect items within this Agreement as well as attorney fees if applicable.

Specified excuses

THE ARBORY TREE SERVICE is not responsible for delay in performance caused by hurricanes, tornados, floods, and other severe and unexpected acts of nature. In any such event, the contract price and schedule shall be equitably adjusted.

Temporary Suspension or Delay of Performance of Contract

To the extent that it does not alter the scope of this Agreement, Augusta may unilaterally order a temporary stopping of the work or delaying of the work to be performed by THE ARBORY TREE SERVICE under this Agreement.

D. Project Budget: Limitations

All costs associated with construction, O&P, construction management, and real estate expenses have been outlined in said Agreement as percentage-based costs related to the renovation of one single family detached home identified as **918 - 938 Boyd Lane**. HCD will have the latitude to pay such costs directly to the procured construction contractor. THE ARBORY TREE SERVICE shall be paid a total consideration of no more than \$00.00 for full performance of the services specified under this Agreement. Any cost above this amount shall be the sole responsibility of THE ARBORY TREE SERVICE. It is also understood by both parties to this contract that the funding provided under this contract for this specific project shall be the only funds provided by Augusta – unless otherwise agreed to by Augusta and THE ARBORY TREE SERVICE.

THE ARBORY TREE SERVICE shall adhere to the budget as outlined in the estimate of work (Exhibit B) in the performance of this contract.

ARTICLE III. TERM OF CONTRACT

The term of this Agreement shall commence on the date when this Agreement is executed by Augusta and THE ARBORY TREE SERVICE (whichever date is later) and shall end at the completion of all program activities, within the time specified in Article II.C, or in accordance with ARTICLE X: Suspension and Termination.

ARTICLE IV. DOCUMENTATION AND PAYMENT

- A. This is a pay-for-performance contract and in no event shall Augusta provide advance funding to THE ARBORY TREE SERVICE, or any subcontractor hereunder.
- B. THE ARBORY TREE SERVICE shall not use these funds for any purpose other than the purpose set forth in this Agreement.
- C. Subject to THE ARBORY TREE SERVICE's compliance with the provisions of this Agreement, Augusta agrees to reimburse all budgeted costs allowable under federal, state, and local guidelines.
- D. All purchases of capital equipment, goods and services shall comply with the procurement procedures of OMB Circular A-110 "Uniform Administrative Requirements for Grant Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations" as well as the procurement policy of Augusta.
- E. Requests by THE ARBORY TREE SERVICE for payment shall be accompanied by proper documentation and shall be submitted to HCD, transmitted by a cover memo, for approval no later than thirty (30) calendar days after the last date covered by the request. For purposes of this section, proper documentation includes: Updated Exhibit A- schedule (Gantt Chart), Updated Exhibit B- Work Write-Up, and AIA Form.
- F. THE ARBORY TREE SERVICE shall maintain an adequate financial system and internal fiscal controls.
- G. Unexpended Funds: Unexpended funds shall be retained by Augusta. Upon written request,

Augusta may consider the reallocation of unexpended funds to eligible projects proposed by THE ARBORY TREE SERVICE.

H. The terms of this Agreement supersede any and all provisions of the Georgia Prompt Pay Act.

ARTICLE V. ADMINISTRATIVE REQUIREMENTS

Conflict of Interest

THE ARBORY TREE SERVICE agrees to comply with the conflict of interest provisions contained in 24 CFR 85.36, 570.611, OMB Circular A-110 and OMB Circular A-102 as appropriate.

This conflict of interest provision applies to any person who is an employee, agent, consultant, officer, or elected official or appointed official of THE ARBORY TREE SERVICE. No person described above who exercises, may exercise or has exercised any functions or responsibilities with respect to the activities supported under this contract; or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain any financial interest or benefit from the activities, or have a financial interest in any contract, sub-contract, or agreement with respect to the contract activities, either for themselves or those with whom they have business or family ties, during their tenure or for one year thereafter. For the purpose of this provision, "family ties", as defined in the above cited volume and provisions of the Code of Federal Regulations, include those related as Spouse, Father, Mother, Father-in-law, Mother-in-law, Step-parent, Children, Step-children, Brother, Sister, Brother-in-law, Sister-in-law, Grandparent, Grandchildren of the individual holding any interest in the subject matter of this Agreement. THE ARBORY TREE SERVICE in the persons of Directors, Officers, Employees, Staff, Volunteers and Associates such as Contractors, Sub-contractors and Consultants shall sign and submit a Conflict of Interest Affidavit. (Affidavit form attached as part in parcel to this Agreement)

Augusta may, from time to time, request changes to the scope of this Agreement and obligations to be performed hereunder by THE ARBORY TREE SERVICE. In such instances, THE ARBORY TREE SERVICE shall consult with HCD/Augusta on any changes that will result in substantive changes to this Agreement. All such changes shall be made via written amendments to this Agreement and shall be approved by the governing bodies of both Augusta and THE ARBORY TREE SERVICE.

Statutes, regulations, guidelines and forms referenced throughout this Agreement are listed in Appendix A and are attached and included as part in parcel to this Agreement.

ARTICLE VI. OTHER REQUIREMENTS

A. THE ARBORY TREE SERVICE agrees that it will conduct and administer activities in conformity with Pub. L. 88-352, "Title VI of the Civil Rights Act of 1964", and with Pub. L. 90-284 "Fair Housing Act" and that it will affirmatively further fair housing. One suggested activity is to use the fair housing symbol and language in THE ARBORY TREE SERVICE's publications and/or advertisements. (24 CFR 570.601).

- B. THE ARBORY TREE SERVICE agrees that the ownership in the housing assisted units must meet the definition of “homeownership” in §92.2.
- C. THE ARBORY TREE SERVICE agrees to comply with 24 CFR Part I, which provides that no person shall be excluded from participation in this project on the grounds of race, color, national origin, or sex; or be subject to discrimination under any program or activity funded in whole or in part with federal funds made available pursuant to the Act.
- D. No person employed in the work covered by this contract shall be discharged or in any way discriminated against because he or she has filed any complaint or instituted or caused to be instituted any proceeding or has testified or is about to testify in any proceeding under or relating to the labor standards applicable hereunder to his or her employer. (24 CFR 570.603)
- E. THE ARBORY TREE SERVICE agrees that in accordance with the National Environmental Policy Act of 1969 and 24 CFR Part 58, it will cooperate with Augusta/HCD in complying with the Act and regulations, and that no activities will be undertaken until notified by Augusta/HCD that the activity is in compliance with the Act and regulations. Prior to beginning any project development activity, an environmental review must be conducted by HCD pursuant to (24 CFR 570.604).
- F. Consistent with the Flood Disaster Protection Act of 1973 (42 USC 4001-4128), THE ARBORY TREE SERVICE agrees that funds shall not be expended for acquisition or construction in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards (representing the 100-year floodplain). Exceptions will be made if the community is participating in the National Flood Insurance Program or less than a year has passed since FEMA notification and flood insurance has been obtained in accordance with section 102(a) of the Flood Disaster Protection Act of 1973.
- G. THE ARBORY TREE SERVICE agrees to take all reasonable steps to minimize displacement of persons as a result of assisted activities. Any such activities will be conducted in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) and the Housing and Community Development Act of 1974 (24 CFR 570.606).
- H. THE ARBORY TREE SERVICE agrees to comply with Executive Order 11246 and 12086 and the regulations issued pursuant thereto (41 CFR 60) which provides that no person shall be discriminated against on the basis of race, color, religion, sex or national origin. THE ARBORY TREE SERVICE will in all solicitations or advertisements for employees placed state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin or familial status.
- I. THE ARBORY TREE SERVICE will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or familial status. THE ARBORY TREE SERVICE will take appropriate action to ensure that applicants are employed, and that employees are treated fairly during employment, without regard to their race, color, religion, sex, national origin or familial status. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or advertising; lay-off or termination, rates of pay or other forms of compensation; and selection for training, including

apprenticeship. THE ARBORY TREE SERVICE agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by Augusta setting forth the provisions of this nondiscrimination clause.

- J. In accordance with Section 570.608 of the CDBG Regulations, THE ARBORY TREE SERVICE agrees to comply with the Lead Based Paint Poisoning Prevention Act pursuant to prohibition against the use of lead-based paint in residential structures and to comply with 24 CFR 570.608 and 24 CFR 35 with regard to notification of the hazards of lead-based paint poisoning and the elimination of lead-based paint hazards.
- K. THE ARBORY TREE SERVICE agrees to comply with 24 CFR 570.609 with regards to the direct or indirect use of any contractor during any period of debarment, suspension or placement in ineligibility status. No contract will be executed until such time that the debarred, suspended or ineligible contractor has been approved and reinstated by HCD.
- L. In accordance with 24 CFR part 24, subpart F, THE ARBORY TREE SERVICE agrees to administer a policy to provide a drug-free workplace that is free from illegal use, possession or distribution of drugs or alcohol by its beneficiaries as required by the Drug Free Workplace Act of 1988.
- M. Any publicity generated by THE ARBORY TREE SERVICE for the project funded pursuant to this Agreement, during the term of this Agreement or for one year thereafter, will make reference to the contribution of Augusta, Georgia in making the project possible. The words "Augusta Georgia Department of Housing and Community Development" will be explicitly stated in any and all pieces of publicity; including but not limited to flyers, press releases, posters, brochures, public service announcements, interviews, and newspaper articles.
- N. THE ARBORY TREE SERVICE shall comply with all applicable laws, ordinances and codes of the federal, state, and local governments and shall commit no trespass on any public or private property in performing any of the work embraced by this contract. THE ARBORY TREE SERVICE agrees to obtain all necessary permits for intended improvements or activities.
- O. THE ARBORY TREE SERVICE shall not assign any interest in this contract or transfer any interest in the same without the prior written approval of Augusta.

THE ARBORY TREE SERVICE agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by Augusta setting forth the provisions of this nondiscrimination clause. Except as prohibited by law or the March 14, 2007 Court Order in the case Thompson Wrecking, Inc. v. Augusta, Georgia, Civil Action No. 1:07-CV-019 (S.D. GA 2007). **ANY LANGUAGE THAT VIOLATES THIS COURT ORDER IS VOIDABLE BY THE AUGUSTA GOVERNMENT.** THE ARBORY TREE SERVICE agrees to comply with any federally mandated requirements as to minority and women owned-business enterprises.

- P. All contractors and subcontractors entering into contracts with Augusta, Georgia for the physical performance of services shall be required to execute an Affidavit verifying its compliance with O.C.G.A § 13-10-91, stating affirmatively that the individual, firm, or corporation which is

contracting with Augusta, Georgia has registered with and is participating in a federal work authorization program. All contractors and subcontractors must provide their E-Verify number and must be in compliance with the electronic verification of work authorized programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603, in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91 and shall continue to use the federal authorization program throughout the contract term. All contractors shall further agree that, should it employ or contract with any subcontractor in connection with the physical performance of services pursuant to its contract with Augusta, Georgia the contractor will secure from such subcontractors each subcontractor's E-Verify number as evidence of verification of compliance with O.C.G.A. §13-10-91 on the subcontractor affidavit provided in Rule 300-10-01-.08 or a substantially similar form. All contractors shall further agree to maintain records of such compliance and provide a copy of each such verification to Augusta, Georgia at the time the subcontractors are retained to perform such physical services.

- Q. THE ARBORY TREE SERVICE agrees that low and moderate income persons reside within Augusta-Richmond County and that contract for work in connection with the project be awarded to eligible businesses which are located in or owned in substantial part by persons residing in Augusta-Richmond County. (24 CFR 570.697) **Utilization of contractors and/or subcontractors outside of the Augusta-Richmond County area is not desirable.**
- R. THE ARBORY TREE SERVICE agrees to comply with the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and implementing regulations at 24 CFR part 146 and the prohibitions against otherwise qualified individuals with handicaps under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR part 8. For purposes of the emergency shelter grants program, the term dwelling units in 24 CFR Part 8 shall include sleeping accommodations.
- S. THE ARBORY TREE SERVICE will not discriminate against any employee or applicant for employment on the basis of religion and will not give preference of persons on the basis of religion. THE ARBORY TREE SERVICE will not discriminate against any person applying for shelter on the basis of religion. THE ARBORY TREE SERVICE will provide no religious instruction or counseling, conduct no religious worship or services, engage in no religious proselytizing and exert no religious influence in the provision of shelter and other eligible activities funded by this grant.
- T. Indirect costs will only be paid if THE ARBORY TREE SERVICE has indirect cost allocation plan approved by the Department of Housing and Urban Development prior to the execution of this Contract.
- U. HCD shall not approve any travel or travel related expenses to THE ARBORY TREE SERVICE with funds provided under this contract.
- V. Construction Requirements

In the absence of local codes, properties must meet the HUD Section 8 Housing Quality Standards [HQS]. All housing assisted under this Agreement is "new construction" by

definition and therefore must meet the local building codes for new housing in Augusta Georgia, as applicable.

THE ARBORY TREE SERVICE is required by state and local laws, to dispose of all site debris, trash, and rubble from the project be transported to and disposed of at the Augusta, Georgia Solid Waste Landfill in accordance with local and state regulations. The contractor shall provide evidence of proper disposal of, the name and location of the disposal facility, date of disposal and all related fee.

Augusta, Georgia may, at reasonable times, inspect the part of the plant, place of business, or work site of THE ARBORY TREE SERVICE or any subcontractor of THE ARBORY TREE SERVICE or subunit thereof which is pertinent to the performance of any contract awarded or to be awarded by Augusta, Georgia.

ARTICLE X. SUSPENSION AND TERMINATION

- A. In the event THE ARBORY TREE SERVICE materially fails to comply with any terms of this Agreement, including the timely completion of activities as described in the timetable and/or contained in ARTICLE II.C, Augusta may withhold cash payments until THE ARBORY TREE SERVICE cures any breach of the Agreement. If THE ARBORY TREE SERVICE fails to cure the breach, Augusta may suspend or terminate the current award of funds. THE ARBORY TREE SERVICE will not be eligible to receive any other funding.
- B. Notwithstanding the above, THE ARBORY TREE SERVICE shall not be relieved of its liability to Augusta for damages sustained as a result of any breach of this Agreement. In addition, to any other remedies it may have at law or equity, Augusta may withhold any payments to THE ARBORY TREE SERVICE for the purposes of offsetting the exact amount of damages once determined.
- C. In the best interest of the project and to better serve the people in the target areas and fulfill the purposes of the Laney Walker/ Bethlehem Revitalization project, either party may terminate this Agreement upon giving thirty (30) day notice in writing of its intent to terminate, stating its reasons for doing so. In the event Augusta terminates this Agreement, Augusta shall pay THE ARBORY TREE SERVICE for documented committed eligible costs incurred prior to the date of notice of termination.
- D. Notwithstanding any termination or suspension of this Agreement, THE ARBORY TREE SERVICE shall not be relieved of any duties or obligations imposed on it under this Agreement with respect to Laney Walker Bond Financing funds previously disbursed or income derived therefrom.
- E. To the extent that it does not alter the scope of this Agreement, Augusta, GA may unilaterally order a temporary stopping of the work or delaying of the work to be performed by THE ARBORY TREE SERVICE under this contract.

ARTICLE XI. NOTICES

Whenever either party desires to give notice unto the other, such notice must be in writing, sent by certified United States mail, return receipt requested, addressed to the party for whom it is intended, at the place last specified, and the place for giving of notice shall remain such until it shall have been changed by written notice.

Augusta will receive all notices at the address indicated below:

Office of the Administrator
ATTN: Jarvis Sims, Interim Administrator
Municipal Building
535 Telfair Street, Suite 910
Augusta, Georgia 30901

With copies to:
Augusta Housing and Community Development Department
ATTN: Hawthorne Welcher, Jr., Director
510 Fenwick Street
Augusta, Georgia 30901

THE ARBORY TREE SERVICE will receive all notices at the address indicated below:

THE ARBORY TREE SERVICE and Construction LLC
ATTN: Julie Crutchfield
427 Blue Ridge Dr
B23
Martinez, GA 30907

ARTICLE XII. INDEMNIFICATION

THE ARBORY TREE SERVICE will at all times hereafter indemnify and hold harmless Augusta, its officers, agents and employees, against any and all claims, losses, liabilities, or expenditures of any kind, including court costs, attorney fees and expenses, accruing or resulting from any or all suits or damages of any kind resulting from injuries or damages sustained by any person or persons, corporation or property, by virtue of the performance of this Agreement. By execution of this Agreement, THE ARBORY TREE SERVICE specifically consents to jurisdiction and venue in the Superior Court of Richmond County, Georgia and waives any right to contest jurisdiction or venue in said Court.

Should it become necessary to determine the meaning or otherwise interpret any work, phrase or provision of this Agreement, or should the terms of this Agreement in any way be the subject of litigation in any court of laws or equity. It is agreed that the laws of the State of Georgia shall exclusively control the same.

The parties hereto do agree to bind themselves, their heirs, executors, administrators, trustees, successors and assigns, all jointly and severally under the terms of this Agreement.

ARTICLE XIII. PRIOR AND FUTURE AGREEMENTS

This Document incorporates and includes all prior negotiations, correspondence, conversations, agreements or understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements, or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements whether oral or written. Augusta is not obligated to provide funding of any kind to THE ARBORY TREE SERVICE beyond the term of this Agreement.

THE ARBORY TREE SERVICE 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 THE ARBORY TREE SERVICE for the purpose of securing business and that THE ARBORY TREE SERVICE has not received any non-Augusta fee related to this Agreement without the prior written consent of Augusta. For breach or violation of this warranty, Augusta shall have the right to annul this Agreement without liability or at its discretion to deduct from the Agreement prices of consideration the full amount of such commission, percentage, brokerage, or contingent fee.

ARTICLE XIV. LEGAL PROVISIONS DEEMED INCLUDED

Each and every provision of any law or regulations and clause required by law or regulation to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included herein and if, through mistake or otherwise, any such provision is not inserted or is not correctly inserted, then upon application of either party this Agreement shall forthwith be amended to make such insertion.

ARTICLE XV. DISCLAIMER

Any and all language in this Agreement pertaining to HUD regulations and/or the utilizations of HOME funding is deemed voidable when utilizing Laney Walker Bond funds in its entirety. However, if there are any federal funds utilized by this project, including Homebuyer Subsidy funds, this Agreement will be enforceable in its entirety.

ARTICLE XVI. 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:

Approved as to Form by (please initial here):
Augusta, GA Law Department

Date: _____

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

Date: _____

By: _____
Jarvis Sims, as its Interim Administrator

Date: _____

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

Date: _____

Affix Seal Here:

By: _____
Lena Bonner, as its Clerk of Commission

ATTEST: **THE ARBORY TREE SERVICE**

By: _____
Jon Crutchfield, Owner

Date: _____

APPENDIX 1
Architectural Plans/Designs

APPENDIX 2
American Institute of Architects (AIA) Form - Sample

APPENDIX 3

Statutes: (Available on Request)

OMB Circular A-110 - Uniform Administrative Requirements for Grants and Agreement with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations

OMB Circular A- 122 - Cost Principles for Non-Profit Organizations

OMB Circular A-133 - Audits of Institutions of Higher Education & other Non-Profit Institutions

40 USC 276 Davis-Bacon Act

40 USC 327 Contract Work Hours and Safety Standard Act

Uniform Relocation Assistance and Real Property Acquisition Policies Act

Lead Based Paint Poisoning Prevention Act

24 CFR 35 – HUD Requirements for Notification, Evaluation and Reduction of Lead-Based Paint Hazards in Housing Receiving Federal Assistance and Federally-Owned Residential Property being sold, Final Rule

Augusta-Richmond County Procurement Policy

Conflict of Interest Affidavit

APPENDIX 4

CONSTRUCTION REQUIREMENTS

1. All construction projects shall comply with Federal, State, and local codes and ordinances, including, but not limited to, the following:
 - A. "Standard Building Code", 2000 Edition, Southern Building Congress, International, Inc., Birmingham, Alabama.
 - B. "Standard Plumbing Code", latest edition, Southern Building Congress, International, Inc., Birmingham, Alabama.
 - C. Standard Mechanical Code, latest edition, Southern Building Congress, International, Inc., Birmingham, Alabama.
 - D. "National Electric Code", latest edition, National Fire Protection Association, Quincy, Massachusetts.
 - E. Model Energy Code, 1997, Council of American Building Officials.
 - F. "ADA Accessibility Guidelines for Buildings and Facilities", Department of Justice, American with Disabilities Act of 1990".
 - G. Williams-Steiger Occupational Safety and Health Act of 1970, Public Law 91-596.
 - H. Part 1910 – Occupational Safety and Health Standards, Chapter XVII of Title 29, Code of Federal Regulations (Federal Register, Volume 37, Number 202, October 18, 1972).
 - I. Part 1926 - Safety and Health Regulations for Construction, Chapter XVII of Title 29, Code of Federal Regulations (Federal Register, Volume 37, Number 243, December 16, 1972).
 - J. Section 106 of the National Historic Preservation Act (16 U.S.C. 470f).
2. Project Review. All plans, specifications, work write-ups, projected cost estimates, punch lists or other means of outlining work on a particular project will be submitted in writing to HCD for review and approval prior to bidding. HCD Construction and Rehabilitation Inspectors or HCD's agent will review these items for compliance with new construction and/or rehabilitation standards and materials use.
3. Rehabilitation Standards. All rehabilitation work will comply with the "Uniform Physical Condition Standards for HUD Housing." Workmanship and material standards will comply with the Augusta-Richmond County Housing & Community Development Department Contractors Manual and Performance Standards. A copy of this manual is provided to every contractor when included on the HCD Approved Contractors List. A copy is enclosed for inclusion.
4. Inspections. All projects will be inspected and approved by an HCD Construction and Rehabilitation Inspector or HCD's agent prior to release of the funds for that project.

APPENDIX 5
CONTRACTOR ACKNOWLEDGEMENT

The Arbory Tree Service acknowledges that this contract and any changes to it by amendment, modification, change order or other similar document may have required or may require the legislative authorization of the Board of Commissioner and approval of the Mayor. Under Georgia law, The Arbory Tree Service is deemed to possess knowledge concerning Augusta, Georgia's ability to assume contractual obligations and the consequences of Contractor's provision of goods or services to Augusta, Georgia under an unauthorized contract, amendment, modification, change order or other similar document, including the possibility that The Arbory Tree Service may be precluded from recovering payment for such unauthorized goods or services. Accordingly, The Arbory Tree Service agrees that if it provides goods or services to Augusta, Georgia under a contract that has not received proper legislative authorization or if The Arbory Tree Service provides goods or services to Augusta, Georgia in excess of the any contractually authorized goods or services, as required by Augusta, Georgia's Charter and Code, Augusta, Georgia may withhold payment for any unauthorized goods or services provided by The Arbory Tree Service. The Arbory Tree Service assumes all risk of non-payment for the provision of any unauthorized goods or services to Augusta, Georgia, and it waives all claims to payment or to other remedies for the provision of any unauthorized goods or services to Augusta, Georgia, however characterized including, without limitation, all remedies at law or equity. This acknowledgement shall be a mandatory provision in all Augusta, Georgia contracts for goods and services, except revenue producing contracts.

Jon Crutchfield
 THE ARBORY TREE SERVICE & Construction LLC Owner

EXHIBIT A
PROJECT SCHEDULE OF COMPLETION

THE ARBORY TREE SERVICE MUST PROVIDE A COMPLETED SCHEDULE OF COMPLETION AS EXHIBIT A - WITH APPROPRIATE PROJECT MILESTONES WITHIN 10 TO 15 DAYS AFTER SIGNING THIS AGREEMENT. THIS SCHEDULE MUST BE PROVIDED IN SUFFICIENT DETAIL TO PERMIT HCD TO MONITOR AND ASSESS PROGRESS IN CONNECTION WITH THE PERFORMANCE OF THIS AGREEMENT. A SAMPLE SCHEDULE IS PROVIDED.

EXHIBIT B
ESTIMATE OF WORK

EXHIBIT C
PROJECT DEVELOPMENT AND MANAGEMENT PROCEDURES

1. HCD must review and approve all new construction work, project specifications and total development cost for each residential development project before work is commenced and before funds can be released for payment reimbursement. Construction payments will be released to THE ARBORY TREE SERVICE in accordance with the attached drawdown schedule and budget.
2. HCD will provide the lot on which all new construction efforts will be performed under this Agreement.
3. With HCD approval, THE ARBORY TREE SERVICE may use funds under this Agreement for the following purposes:
 - a. To support development costs as outlined in Item 6 below.
4. Completion delays, remedies, and penalties.
 - a. If the Contractor fails to complete the work within the time frame specified in the contract, plus any authorized delays, HCD may:
 - i. Terminate the contractor in accordance with the "Provisions for Augusta Housing and Community Development Department (HCD)" clause of this contract.
 - ii. Assess liquidated damages of Two Hundred Dollars (\$200) per working day from the schedule of completion to the date of final acceptance of the project. The total amount of liquidated damages will be deducted from the total contract price, plus any change order amounts.
 - b. The contractor shall not be charged with liquidated damages for any delays in the completion of the work due:
 - i. To any acts of the Federal, State, or City/County Government; including controls or restrictions upon or requisitioning of materials, equipment, tools or labor by reason of war, National Defense, or any other National, State, or City/County emergency.
 - ii. To any acts of the Owner that hinder the progress of the work;
 - iii. To cause not reasonable foreseeable by the parties in this contract at the time the execution of the contract which are beyond the control and without the fault or negligence of the Contractor; including but not restricted to acts of God; acts of the public enemy; acts of another contractor in the performance of some other contract with the owner; fires; floods; epidemics; quarantine restrictions; strikes; freight embargoes; and weather or unusual severity such as hurricanes, tornadoes, cyclones, and other extreme weather conditions; and
 - iv. To any delay of the subcontractor occasioned by any other causes specified in subparagraphs A and B above. Provided, however, that the contractor promptly (within 10 days) notifies HCD and THE ARBORY TREE SERVICE in writing of the cause of the delay. If the facts show the delay to be properly excusable under the terms of this contract, HCD shall extend the contract time by a period commensurate with the period of authorized delay to the completion of the work as whole; in the form of an amendment to this contract.

5. New Construction Costs and Requirements

- a. THE ARBORY TREE SERVICE will provide construction management for the project to ensure that construction work is being carried out in accordance with plans, specifications and the project budget.
- b. THE ARBORY TREE SERVICE must make sure contractors obtain and post all permits on job site.
- c. THE ARBORY TREE SERVICE must collect progress and final lien releases from the contractor, subcontractors, and material suppliers prior to making a payment to a contractor.
- d. HCD or its agent may continually inspect each house for contract compliance and to determine the percent of completion prior to processing a draw request and releasing payment. HCD may choose not to release payments if the work being performed is not of acceptable quality to HCD and if the house is not being built or rehabilitated in accordance with plans and specifications, or if the project is not on schedule.

6. Permanent Financing and Sales Prices

- a. The sales price of each home sold in accordance with this Agreement must be based on a formal appraisal. Unless otherwise agreed to by HCD, the sales price of each house shall not exceed the appraised value of the house.
- b. The purchasers of houses constructed must meet the Augusta program requirements.
- c. Buyers will be required to borrow no less than 80% of the sale prices of the house from a private lending institution unless otherwise agreed to by HCD.



Administrative Services Committee Meeting
1/28/2020 1:20 PM
HCD – Rehabilitation Program Lien Restructure Request

Department:	HCD
Presenter:	Hawthorne Welcher, Jr. and/or HCD Staff
Caption:	Motion to approve HCD’s Rehabilitation Program Lien Restructure request.
Background:	The Homeowner-Occupied Rehabilitation Program provides a mechanism for eligible homeowners to bring their eligible house into compliance with local codes and provide safe, decent housing for lower income individuals. As of today, the program is financially structured to hold a lien for the longevity of the owner owning the property. To better accommodate the homeowner in allowing a shorter attached lien period on the home, HCD is proposing the following: Financial assistance to be provided to homeowners in the form of a deferred forgivable loan. The loan will be forgiven at a rate 20% per year for a 5-year period. If the house is sold or transferred before the lien period expires, the homeowner gets credit for every month starting from initial date of contract up to the date of transfer, then that credit is subtracted from the total loan amount, which is then owed and due to the City.
Analysis:	The approval of this request will allow future homeowners to afford compliant, affordable, decent and safe housing.
Financial Impact:	The City receives funding from the US Housing and Urban Development Department (HUD) on an annual basis.
Alternatives:	Do not approve HCDs Request.
Recommendation:	Motion to approve HCD’s Rehabilitation Program Lien Restructure request.
Funds are Available in the	Housing and Urban Development (HUD) Funds: a) CDBG 221073210-5211119

**Following
Accounts:**

REVIEWED AND APPROVED BY:

Finance.

Law.

Administrator.

Clerk of Commission



**Administrative Services Committee Meeting
1/28/2020 1:20 PM
Hiring Consultant**

Department:

Presenter: Commissioner Marion Williams

Caption: Discuss process for hiring Recruitment Consultant/Headhunter to fill the position of Administrator. **(Requested by Commissioner Marion Williams)**

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
1/28/2020 1:20 PM
James Brown Gallery**

Department:

Presenter: Commissioner Marion Williams

Caption: Update from HDC regarding the James Brown Gallery in the Penny & Savings Bank on Laney-Walker Blvd. **(Requested by Commissioner Marion Williams)**

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
1/28/2020 1:20 PM
Minutes**

Department:

Presenter:

Caption: Motion to approve the minutes of the Administrative Services Committee held on January 14, 2020.

Background:

Analysis:

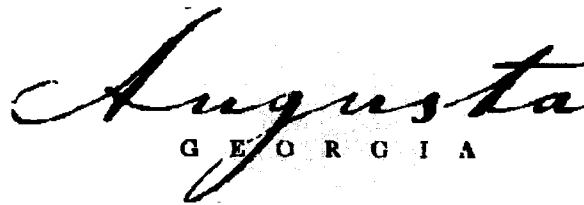
Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting Commission Chamber - 1/14/2020

ATTENDANCE:

Present: Hons. Hardie Davis, Jr., Mayor; Sias, Chairman; Clarke, Vice Chairman; B. Williams, member.
Absent: Hon. Davis, member.

ADMINISTRATIVE SERVICES

1. The Utilities Department requests the purchase of 4 pickup trucks and 1 small SUV for various divisions at a total cost of \$148,252.00 from Allan Vigil Ford. Bid 19-280 and Bid 19-275 **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Bobby Williams	Commissioner John Clarke	Passes

2. Motion to approve the purchase of one 2020 Ford Transport Van for the Augusta Regional Airport for \$37,091. Bid Item 19-281 **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Bobby Williams	Commissioner John Clarke	Passes

3. The Utilities Department - Construction Division requests the replacement of one sewer rodder truck from Jet Vac Equipment Company of Sumter, S.C. for \$135,085. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Bobby Williams	Commissioner John Clarke	Passes

4. The items require Commission approval due to the fact that purchases on the individual purchase orders will exceed \$25,000.00 per order. The following annual bid item requires Commission approval: **Utilities 20-060 Chemicals; Recreation 20-045 Athletic Clothing.**

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Bobby Williams	Commissioner John Clarke	Passes

5. Motion to approve the five-year service agreements for the Judicial Center (\$83,933.40), Webster Detention Center (\$186,433.49), Municipal Building (\$116,676.22) and Sheriff's Office (\$37,287.07) provided by Trane, Inc., as the original equipment manufacturer.

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Bobby Williams	Commissioner Sammie Sias	Passes

6. HCD & Compliance Departments Collaboration.

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve receiving this item as	Commissioner Bobby Williams	Commissioner Sammie Sias	Passes

information.
Motion Passes 3-0.

7. Motion to **approve** Housing and Community Development Department's (HCD's) request to contract with Columbia Ventures Foundry Apartments, LLC to complete infrastructure improvements at Wrightsboro Road and RA Dent intersection. **(Referred from December 17 Commission meeting)** **Item Action: Approved**

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Delete	Motion to delete. Motion Passes 3-0.	Commissioner Bobby Williams	Commissioner John Clarke	Passes

8. Motion to approve Housing and Community Development Department's (HCD's) request to contract with Antioch Ministries to reconstruct one (1) affordable, multi-family duplex unit on Twiggs Street. **Item Action: Approved**

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Sammie Sias	Commissioner John Clarke	Passes

9. Discuss the hiring process for the position of Administrator. **(Requested by Commissioner Ben Hasan)** **Item Action: Rescheduled**

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to the full Commission with no recommendation. Motion Passes 3-0.	Commissioner Bobby Williams	Commissioner John Clarke	Passes

10. Set the qualifying fees for Local Elective Offices up for Election in 2020. **Item Action: Approved**

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Bobby Williams	Commissioner John Clarke	Passes

11. Motion to approve the minutes of the Administrative Services Committee held on December 10, 2019. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Bobby Williams	Commissioner John Clarke	Passes

www.augustaga.gov



**Administrative Services Committee Meeting
1/28/2020 1:20 PM
South Augusta Economic Development Initiative.**

Department:

Presenter: Commissioner Marion Williams

Caption: Update from the South Augusta Economic Development Initiative. **(Requested by Commissioner Marion Williams)**

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY: