



Administrative Services Committee Meeting Virtual/Teleconference - 5/25/2021

ATTENDANCE:

Present: Hons. Hardie Davis, Jr., Mayor; Hasan, Chairman; Scott, Vice Chairman; B. Williams, member.
Absent: Hon. Frantom, member.

ADMINISTRATIVE SERVICES

1. Presentation by Mr. Devarion Blount regarding a new program (Blount Beginnings) to assist with providing services to the homeless. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve receiving this item as information without objection.	Commissioner Bobby Williams	Commissioner Ben Hasan	

2. Request to **authorize** the Administrator's Office to facilitate the development of a strategic plan for the City of Augusta. (Donald/Carl Vinson Institute of Government) (**Requested by Administrator Donald**) **Item Action:**
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Delete	Motion to delete this item from the agenda and move it to the next committee meeting. Motion Passes 3-0.	Commissioner Bobby Williams	Commissioner Ben Hasan	Passes

3. Motion to **start** the hiring process for the fire chief over with the process decided by the Commission. **(Requested by Commissioner Sean Frantom)** **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Delete	Motion to delete this item from the agenda. Motion Passes 3-0.	Commissioner Bobby Williams	Commissioner Ben Hasan	Passes

4. Motion to approve the minutes of the Administrative Services Committee held on May 11, 2021. **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 Ben Hasan	Passes

5. Update and overview of the fire Chief process. **(Requested by Administrator Odie Donald)** **Item Action:**
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to the full Commission for information only. Motion Passes 3-0.	Commissioner Bobby Williams	Commissioner Ben Hasan	Passes

6. Update regarding the presentation by SLA Labs at the last committee meeting regarding their request for a "letter of support" from the Commission. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to the next	Commissioner Bobby Williams	Commissioner Ben Hasan	

committee meeting
without objection.

- | | |
|--|---------------------------------|
| 7. Update from the Administrator regarding the development of a policy for the recruitment for executive level directors/personnel to include the Commission's direct reports. | Item Action:
Approved |
|--|---------------------------------|

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	It was the consensus of the committee that this item be received as information without objection.			

- | | |
|--|---------------------------------|
| 8. Motion to approve Administrator's process and timeline for a full return to Chambers for the Augusta Commission and all associated boards and committees. (Requested by Administrator Donald) | Item Action:
Approved |
|--|---------------------------------|

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve the Administrator's process and timeline by returning to the Commission Chambers for Commission and committee meetings on June 8, phase in a return for boards and authorities over the next quarter with the Administrator's Office and the Clerk's Office to coordinate their return, and utilize Room 291 for legal meetings in order to allow for proper social distancing. Motion Passes 3-0.	Commissioner Bobby Williams	Commissioner Francine Scott	Passes

9.

Approve award of contract for design expansions services for the Augusta Museum of History to JLA of Augusta in the amount of \$65,000.00 (RFP Item # 21-140).

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 Ben Hasan	Passes

10. Receive Administrator's 60-90 day report out and recommendations to transition Augusta's non-emergency fleet to alternative energy vehicles. (Donald/Douse).(Requested by the Administrator Donald)

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve the Administrator's recommendations for transitioning the City's light duty fleet to alternative energy vehicles by 20% over the next ten years. Motion Passes 3-0.	Commissioner Bobby Williams	Commissioner Francine Scott	Passes

11. Receive Administrator's response to May 4, 2021 Commission inquiry of FY2020 thresholds and purchases. (Requested by Administrator Donald)

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	It was the consensus of the committee that this item be added to the agenda without objection.			

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
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Approve	Motion to approve receiving this item as information without objection.	Commissioner Francine Scott	Commissioner Ben Hasan
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- 12.** Motion to a) accept HUD HOME American Rescue Plan funds, b) allow HCD to move forward with implementation of recommended usage plan, c) allow HCD to hire two (2) FT staff persons (concurrent with the term of grant)/provide supplemental pay (where applicable) in accordance with HUD regulatory guidelines for all affected employees, and d) instruct finance department to add available funding to HCDs budget for immediate use and implementation (upon receipt). (Requested by Administrator Donald)
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	It was the consensus of the committee that this item be added to the agenda without objection.			

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Francine Scott	Commissioner Ben Hasan	Passes

- 13.** Discuss the procedure for Open Records Requests. (Requested by Commissioner Sammie Sias)
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	It was the consensus of the committee that this item be added to the agenda without objection.			

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve tasking the Law		Commissioner Francine Scott	Passes

Department and the Commissioner
Administrator's Office to Bobby
work together to create a Williams
streamlined process for
handling/answering
open records requests.
Motion Passes 3-0.

14. Supporting documentation for Item #2.

**Item
Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	It was the consensus of the committee that this item be added to the agenda without objection.			

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Administrative Services Committee Meeting
5/25/2021 1:05 PM
Attendance 5/25/21

Department:

Presenter:

Caption:

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:

AGENDA ITEM REQUEST FORM

Commission meetings: First and third Tuesdays of each month – 2:00 p.m.

Committee meetings: Second and last Tuesdays of each month – 1:00 p.m.

Commission/Committee: (Please check one and insert meeting date)

_____ Commission	Date of Meeting _____
_____ Public Safety Committee	Date of Meeting _____
☒ Public Services Committee	Date of Meeting 05/25/2021
_____ Administrative Services Committee	Date of Meeting _____
_____ Engineering Services Committee	Date of Meeting _____
_____ Finance Committee	Date of Meeting _____

Contact Information for Individual/Presenter Making the Request:

Name: Devarion Blount
Address: 1434 Brown Road Hephzibah, Ga. 30815
Telephone Number: 706-445-0414
Fax Number: _____
E-Mail Address: DBlount@Blountbeginnings.com

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

My main objective is to notify our commissioners of our new organization to assist with the homeless
population, we are attempting to provide services to the homeless as well as our returning citizens who are referred
to our program (Blount Beginnings) by implementing the same guidelines to decrease recidivism in both
areas. We want to have as much support as from our commissioners to help make their districts and the
community as a whole better.

Please send this request form to the following address:

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

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

Requests may be faxed, e-mailed or delivered in person and must be received in the Clerk's Office no later than 9:00 a.m. on the Thursday preceding the Commission and Committee meetings of the following week. A five-minute time limit will be allowed for presentations.



**Administrative Services Committee Meeting
5/25/2021 1:05 PM
Devarion Blount**

Department:

Presenter:

Caption: Presentation by Mr. Devarion Blount regarding a new program (Blount Beginnings) to assist with providing services to the homeless.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

**Funds are
Available in the
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Accounts:**

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting
5/25/2021 1:05 PM
Development of a strategic plan

Department: Administration

Presenter: Administrator Odie Donald, II

Caption: Request to **authorize** the Administrator's Office to facilitate the development of a strategic plan for the City of Augusta.
(Donald/Carl Vinson Institute of Government) (**Requested by Administrator Donald**)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

**Funds are
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Accounts:**

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
5/25/2021 1:05 PM
hiring process for the fire chief**

Department:

Presenter: Commissioner Sean Frantom

Caption: Motion to **start** the hiring process for the fire chief over with the process decided by the Commission. **(Requested by Commissioner Sean Frantom)**

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting Virtual/Teleconference - 5/11/2021

ATTENDANCE:

Present: Hons. Hardie Davis, Jr., Mayor; Hasan, Chairman; Scott, Vice Chairman; Frantom and B. Williams, members.

ADMINISTRATIVE SERVICES

1. Administrator's Recommendation to transition non-emergency vehicles to zero-emission vehicles. **Item Action:**
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	It was the consensus of the committee that this item be deleted from the agenda.			

2. Award the contract for demolition of 401 Walton Way to Thompson Building Wrecking Company, Inc. of Augusta, Georgia in the amount of \$1,498,500.00. (Bid Item #21-160) **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Bobby Williams	Commisioner Sean Frantom	Passes

3. Motion to approve the minutes of the Administrative Services Committee held on April 27, 2021. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commisioner Sean Frantom	Commissioner Ben Hasan	Passes

4. Presentation by SLA Labs and request from commission "letter of support". **Item Action:**
(Requested by Mayor Hardie Davis, Jr.) Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve receiving this item as information and allow Mr. Zweber to have a conversation with Mr. Tom Clark at Fort Gordon and then come back to us at the next committee meeting.	Commisioner Sean Frantom	Commissioner Francine Scott	

It was the consensus of the committee that this action be taken without objection.

5. Motion to **approve directing planning and development, the land bank authority, housing and community development, the development authority, the downtown development authority**, and any other relevant departments to provide the commission, within 60 days, at least three recommendations on selling city-owned parcels at a reduced appraised value for the sole purpose of developing affordable housing. (Requested by Mayor Hardie Davis, Jr.) **Item Action:**
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to the Administrator for further study and a recommendation back	Commisioner Sean Frantom	Commissioner Bobby Williams	Passes

to the committee.
Motion Passes 4-0.

6. Motion to **approve** directing the finance department, planning and development department, tax assessor's office, and any other relevant departments to **research and develop a property tax incentive(s), within 90 days**, for the creation of new workforce and affordable housing units or developments in order to maintain Augusta's competitive edge in retaining current and attracting new residents. **(Requested by Mayor Hardie Davis, Jr.)**
- Item Action:**
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to the Administrator for further study and a recommendation back to the committee. Motion Passes 4-0.	Commisioner Sean Frantom	Commissioner Bobby Williams	Passes

7. Presentation by Renters Choice. **(Requested by Mayor Hardie Davis, Jr.)**
- Item Action:**
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to the Administrator and the Procurement Director for further study and bring it back to the committee in 30 days. Motion Passes 4-0.	Commissioner Bobby Williams	Commisioner Sean Frantom	Passes

8. Discuss/approve authorizing Administration, Human Resources and Law Departments to develop a policy for the recruitment for executive level directors/personnel to include the Commission's direct reports and bring back at the Tuesday, May 18, 2021 Commission Meeting. **(Deferred from the May 10, 2021 Special Called Meeting)**
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	It was the consensus of the committee that this item be added to the agenda without objection.			

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve having the Administrator bring back a recruitment process for executive level directors and personnel to the next committee meeting after collaboration with Human Resources and the Attorney. Motion Passes 4-0.	Commisioner Sean Frantom	Commissioner Francine Scott	Passes

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Administrative Services Committee Meeting

5/25/2021 1:05 PM

Minutes

Department:

Presenter:

Caption: Motion to approve the minutes of the Administrative Services Committee held on May 11, 2021.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting
5/25/2021 1:05 PM
Overview of the fire Chief process

Department: Administration

Presenter: Administrator Odie Donald, II

Caption: Update and overview of the fire Chief process. **(Requested by Administrator Odie Donald)**

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

Funds are Available in the Following Accounts:

REVIEWED AND APPROVED BY:



SLA Labs SkillBridge Alliance

A Private Public Partnership for Veteran Pre-Apprenticeships



SLALabs, NEW SkillBridge Alliance



The DoD created SkillBridge to assist 250K Veterans Annually Transition to Careers in the Private Sector. SLA Labs National Pilot Delivers a valuable **NEW** Resource for Employers & DoD Agencies to Engage Veterans in remote assignments during their 180 day transition period at SkillBridge.

Remote Pre- Apprentice Assignments for Employers

- ☐ Customer Service & Dispatch
- ☐ Escalation Management
- ☐ Help Desk
- ☐ Managed IT
- ☐ Network Engineering
- ☐ RF Engineering
- ☐ Service Delivery
- ☐ Software – Hardware Research & Testing



Training Veterans for Top Information Technology Sectors



Cloud Services

USD 171.2 billion in 2020
to USD 356.5 billion by
2025 Jobs 546,200 new
jobs by 2025



5G & Broadband

371.4 Million in 2017 and is
projected to reach USD
58.174 Billion by **2025**.
8.5 million **jobs** will be
created over 2019-**2025**



IoT Services

USD 6.4 billion in 2020
to USD 11.5 billion
by **2025**



Artificial Intelligence

AI five-year CAGR is
expected to be 18.4% with
revenues reaching \$37.9
billion by 2024



Cyber Security

Bureau of Labor Statistics expects
the cyber security sector to [grow by 31%](#) between 2019 and 2029. That
rate far exceeds the average for all
occupations.



Connecting Partners with Federal Funding Resources



SLA Labs Grant Writing Team Connects Private & Public Sector Partners with Funding Ranging from \$25,000.00 to \$25,000,000.00 from the following federal agencies



Co-Hosting Test Beds & STEM Accelerators



Advancing the Mission for STEM (Science Technology Engineering & Math) by Deploying Pre-Apprenticeship
Test Beds & STEM Accelerators with Private & Public Sector Partners





SLA Labs Pre-Apprentice Units

Our DoD Skills Based Learning Ecosystem

Entry Requirements:
High School Diploma or
Associates

Apprentices Pay \$18-\$25 hr

Computer support specialists provide help and advice to computer users and organizations.

Because of the wide range of skills used in different computer support jobs, there are many paths into the occupation. A bachelor's degree is required for some computer support specialist positions, but an associate's degree or postsecondary classes may be enough for others.

The median annual wage for computer network support specialists was \$63,460 in May 2019.

The median annual wage for computer user support specialists was \$52,270 in May 2019.

Employment of computer support specialists is projected to grow 8 percent from 2019 to 2029, much faster than the average for all occupations. More support services will be needed as organizations upgrade their computer equipment and software.

SL4 Labs Service Delivery Pre-Apprentice Unit

Supporting 24/7 Department of Defense Project Service Delivery

The Service Delivery pre-apprentice unit manages customer queries and complaints, process orders, modifications and escalate complaints across a number of communication channels.

- Maintaining a positive, empathetic and professional attitude toward customers at all times.
- Responding promptly to customer inquiries.
- Communicating with customers through various channels.
- Acknowledging and resolving customer complaints.
- Knowing our products inside and out so that you can answer questions.
- Processing orders, forms, applications, and requests.
- Keeping records of customer interactions, transactions, comments and complaints.
- Communicating and coordinating with colleagues as necessary.
- Providing feedback on the efficiency of the customer service process.
- Managing a team of junior customer service representatives.
- Ensure customer satisfaction and provide professional customer support.



Pre-Apprentice Training for Service Delivery Sponsored by Private Sector Partners

Entry Requirements:
High School Diploma or
Associates
Apprentices Pay \$18-\$25 hr

**Major: Bachelor of Science in
Computer Science**

Career Path

Network administrator
Network engineer
Computer systems administrator
Database administrator
Software engineer
Computer security specialist
Software designer
Web developer
Telecommunications specialist
Web administrator

The U.S. Bureau of Labor Statistics (BLS) states that between 2018 and 2028, employment growth for network administrators is predicted to be 5%, while projections for database administrators and software developers are listed at 9% and 21%, respectively. BLS data indicates that in May 2018, the middle half of network administrators made \$64,010 to \$104,970 annually, with a median yearly income of \$82,050. The same year, database administrators earned a median annual salary of \$90,070, and the median yearly wage for applications software developers was 103,620, according to the BLS.

SLALABS Labs DCIM / BMS / CMMS Pre-Apprentice Unit

Supporting DCIM / BMS / CMMS Monitoring

Responsible for the management and administration of the following systems: Building Management Systems (BMS), Electrical Power Monitoring Systems (EPMS), Supervisory Control and Data Acquisition systems (SCADA), and Data Center Infrastructure Management (DCIM) systems (hereon referred collectively as DCIM Systems). Primary responsibilities include oversight of installation, configuration, implementation, integration and commissioning of DCIM Systems hardware and software products. Students take initial direction from the DCIM Architect and Site Director and then use their technical and management skills to implement, manage, and administer DCIM Systems at multiple sites.

Performing Software Testing Delivery for DoD Funded R&D Projects

Software Testers are responsible for the quality of software development and deployment. They are involved in performing automated and manual tests to ensure the software created by developers is fit for purpose. Some of the duties include analysis of software, and systems, mitigate risk and prevent software issues.

- Analyzing users stories and/use cases/requirements for validity and feasibility
- Collaborate closely with other team members and departments
- Execute all levels of testing (System, Integration, and Regression)
- Design and develop automation scripts when needed
- Detect and track software defects and inconsistencies
- Provide timely solutions
- Apply quality engineering principals throughout the Agile product lifecycle
- Provide support and documentation



Pre-Apprentice Training for DCIM/BMS/CMMS Monitoring & Software Testing Services Sponsored by the Private Sector

Entry Requirements:
High School Diploma or
Associates
Apprentices Pay \$18-\$25 hr

Major: Mechanical - Electrical
Engineering

Career Path

Facility Manager

Facility Director

Director of Operations

Director of Facilities Maintenance

HVAC Tech

Electrician

Plumber

IT Field Tech

The U.S. Bureau of Labor Statistics (BLS) Mechanical / Electrical engineers typically need a bachelor's degree

The median annual wage for mechanical engineers was \$88,430 in May 2019. The median annual wage for electrical engineers was \$98,530 in May 2019. The median annual wage for electronics engineers, except computer was \$105,570 in May 2019.

Employment of mechanical / electrical engineers is projected to grow 4 percent from 2019 to 2029, about as fast as the average for all occupations. Job prospects may be best for those who stay abreast of the most recent advances in technology.

SL4 Labs Asset Management Pre-Apprentice Unit

Supporting Mission Critical Infrastructure Facilities

This business unit coordinates with client owned or managed field support groups contracted to private sector mission critical facilities including data centers, hospitals, banks, critical care units and telecommunications networks. Any mission critical infrastructure that requires network availability at a rate of 99.999 uptime will be managed in this business unit. Services include but are not limited to facility management, equipment maintenance, remote service diagnostics, equipment upgrades, equipment installations, service upgrades for Mechanical, Electrical, Plumbing Systems and 24 hour emergency services.

M

E

P



Entry Requirements:
Associates or Bachelors
Apprentices Pay \$18-\$25 hr

Career Path

Network administrator
Network engineer
Computer systems administrator
Database administrator
Software engineer
Computer security specialist
Software designer
Web developer
Telecommunications specialist
Web administrator

The U.S. Bureau of Labor Statistics (BLS) states that between 2018 and 2028, employment growth for network administrators is predicted to be 5%, while projections for database administrators and software developers are listed at 9% and 21%, respectively. BLS data indicates that in May 2018, the middle half of network administrators made \$64,010 to \$104,970 annually, with a median yearly income of \$82,050. The same year, database administrators earned a median annual salary of \$90,070, and the median yearly wage for applications software developers was 103,620, according to the BLS.

SLA Labs Network Engineering Pre-Apprentice Unit



Supporting Network Design and Deployment of Local and Wide Area Networking Projects

This pre-apprentice unit will implement equipment installation plans based on the Network Administrator's specifications, maintain each component of the network and troubleshoot issues. The Network Engineer will be responsible for monitoring the network firewall, assessing the functionality of the network routers, ensuring all Internet security software is updated regularly, developing and implementing company email policies in accordance with the IT Manager and maintaining private sector phone systems.

- Sustain the necessary data throughput rate by monitoring networking activity and maintaining existing equipment
- Maintain the company phone system and work closely with the phone service provider to keep the lines active
- Respond to network connectivity issues and resolve any wireless communication issues within the confines of the office
- Update the network maintenance manual and submit a summary of changes to the manual each week to management
- Collaborate with third-party support and service vendors to ensure that the network stays operational



Servers



Routers



Firewalls



PCs



Pre-Apprentice Training Sponsored by Private Sector Partners

Entry Requirements:
High School Diploma or
Associates
Apprentices Pay \$18-\$25 hr

Career Path :
Diagnostic Medical Sonographers
Cardiovascular Technologists
Cardiovascular Technicians
Vascular Technologists

The U.S. Bureau of Labor Statistics (BLS) Employment of diagnostic medical sonographers is projected to grow 17 percent from 2019 to 2029, much faster than the average for all occupations. Employment of cardiovascular technologists and technicians, including vascular technologists, is projected to grow 5 percent from 2019 to 2029, faster than the average for all occupations.

The median annual wage for cardiovascular technologists and technicians was \$57,720 in May 2019. The lowest 10 percent earned less than \$29,710, and the highest 10 percent earned more than \$94,370.

The median annual wage for diagnostic medical sonographers was \$74,320 in May 2019. The lowest 10 percent earned less than \$52,770, and the highest 10 percent earned more than \$102,060.

SLA Labs Telemed Pre-Apprentice Unit



Supporting Virtual Healthcare Monitoring & Pharmacy Services

This business unit will be engaged in live interactions with patients who are on an ongoing regimen of preventive care by a physician. Interactions include all follow up procedures that physicians prescribed for patient wellness.

Diagnostic medical sonographers and cardiovascular technologists and technicians, including vascular technologists, also called *diagnostic imaging workers*, operate special imaging equipment to create images or conduct tests. The images and test results help physicians assess and diagnose medical conditions. Sonographers and technologists may work closely with [physicians and surgeons](#) before, during, and after procedures.

- Prepare patients for procedures by taking their medical history and answering any questions about the procedure
- Prepare and maintain diagnostic imaging equipment
- Operate equipment to obtain diagnostic images or to conduct tests
- Review images or test results to check for quality and adequate coverage of the areas needed for diagnoses
- Recognize the difference between normal and abnormal images, and identify other diagnostic information
- Analyze diagnostic information to provide a summary of findings for physicians
- Record findings and keep track of patients' records



Pre-Apprentice Training Sponsored by Private Sector Partners

Entry Requirements:
Associates or Bachelors
Apprentices Pay \$25 plus

Career Path :
Aerospace Engineer
Mission Engineering
Digital Engineering
Mixed Reality Training
Computer Systems Analyst
Information Security Analyst
Network Analyst
Network Architect
Software Developer

The U.S. Bureau of Labor Statistics (BLS) Employment of aerospace engineers is projected to grow 3 percent from 2019 to 2029, about as fast as the average for all occupations. Aircraft are being redesigned to cause less noise pollution and have better fuel efficiency, which will help sustain demand for research and development. Also, new developments in small satellites have greater commercial viability. Growing interest in unmanned aerial systems will also help drive growth of the occupation.

The median annual wage for aerospace engineers was \$116,500 in May 2019.

SLA Labs Model Based System Engineering Pre-Apprentice Unit



Supporting Research & Development for Department of Defense Aerospace Projects and Private Sector Contractors

INCOSE defines MBSE as “Model-based systems engineering (MBSE) is the formalized application of modeling to support system requirements, design, analysis, verification and validation activities beginning in the conceptual design phase and continuing throughout development and later life cycle phases.” In practice, System Markup Language (SysML) based models have gained the most prevalence in MBSE application. These models are system relationship models and are useful for showing relationships among system functions, requirements, developers, and users. These models support 3 aspects of systems engineering:

- System Functional Flows (i.e., System Architecture)
- System Requirements Traceability
- System and Organizational Process Flows

There are several organizations that have been working to advance the SysML modeling capabilities and applications. These include the INCOSE MBSE Initiative and the NASA MBSE Pathfinder. The INCOSE MBSE Initiative is looking at a broad list of topics in the application of MBSE. The application of Hamilton’s Principle to the definition of patterns by the Pattern Based Working Group is of particular interest to the development of system models. The NASA MBSE Pathfinder is demonstrating application of MBSE in space related systems.



Pre-Apprentice Training Sponsored by Private Sector Partners Serving the Department of Defense



SLA Labs SkillBridge Alliance

Veteran Engagement Targets, the Employer Connection

Veteran Training & Acquisition Targets for Project Engagements



SLA Labs SkillBridge Platform Provides Employers a **NEW** US Workforce Pipeline of Job Ready Veterans Available for Remote Project Engagements

Veteran Engagement Targets

- ❑ 1,500—3500 Employer Project Engagements Year One
- ❑ 3,500– 10,000 Employer Project Engagements Year Two
- ❑ 25,000 Employer Project Engagements Year Three Forward



Employer Led Apprentice Training Targets



Remote Instructor Support for Veteran Training & Testing

- ❑ One hour remote instruction per eight hour shift, this can be pre recorded and uploaded via SLA Labs API Bridge.
- ❑ Live Remote Monitoring by One Supervisor per Shift (negotiated).
- ❑ Remote Testing & Monitoring for Each Workload Module (testing can be remote capture and grading).
- ❑ Certifications for Students Upon Completion of Programs.



Lead Partner Placement Targets for Veterans at Training Completion



Employment Commitment to Engage Veterans Upon Completion of their Training (180 Days)

- ☐ Pre-Engagement Outreach Coordination & Evaluation for Veterans & Dependents
- ☐ Employer Marketplace Awareness Participation
- ☐ 180 Day Workforce Training Commitment for Pre-Screened Veterans
- ☐ First Look Employment Commitment Upon Veterans Training Completion



Mission Critical Outsource Training, the SkillBridge Way



Why Veterans are the Leading Workforce Choice for Employers

- ❑ SLA Labs veterans are natural team builders
- ❑ Have the necessary skill sets to adapt and overcome in any environment
- ❑ Recognize authority required for any mission
- ❑ Dedicated to excellence with a strong work ethic
- ❑ Working well under fire is a veterans credo
- ❑ Results oriented under any circumstance
- ❑ Served our country with honor and distinction

SLA Labs IT CO-OP

SLA Labs Connect



P 770-318-8957



iamag@gate.net



**Administrative Services Committee Meeting
5/25/2021 1:05 PM
Presentation by SLA Labs**

Department: Mayor's Office

Presenter: Mayor Hardie Davis, Jr.

Caption: Update regarding the presentation by SLA Labs at the last committee meeting regarding their request for a "letter of support" from the Commission.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
5/25/2021 1:05 PM
Recruitment Policy**

Department:

Presenter:

Caption: Update from the Administrator regarding the development of a policy for the recruitment for executive level directors/personnel to include the Commission's direct reports.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

**Funds are
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REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
5/25/2021 1:05 PM
Return to Chambers for the Augusta Commission**

Department: Administration

Presenter: Administration Odie Donald, II

Caption: Motion to **approve** Administrator's process and timeline for a full return to Chambers for the Augusta Commission and all associated boards and committees. **(Requested by Administrator Donald)**

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:

Request for Proposal

Request for Proposals will be received at this office until **Tuesday, March 9, 2021 @ 11:00 a.m.**
for furnishing: **(ZOOM Opening) (ID: 990 5711 9960 and Password: 656610)**

**RFP Item # 21-140 Architectural Design Services for Renovations to the Augusta Museum of History for
Augusta GA – Central Services Department – Facilities Maintenance**

RFPs will be received by: The Augusta Commission hereinafter referred to as the OWNER at the offices of:

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

RFP documents may be viewed on the Augusta Georgia web site under the Procurement Department ARcbid. RFP documents may be obtained at the office of the Augusta, GA Procurement Department, 535 Telfair Street – Room 605, Augusta, GA 30901 (706-81-2422).

A Pre Proposal Conference will be held on Monday, February 22, 2021, @ 10:00 a.m. via ZOOM (ID: 992 2645 5709 and Password: 390828)

All questions must be submitted in writing by fax to 706 821-2811 or by email to procbidandcontract@augustaga.gov to the office of the Procurement Department by Tuesday, February 23, 2021, @ 5:00 P.M. No RFP will be accepted by fax, all must be received by mail or hand delivered.

No RFP may be withdrawn for a period of 90 days after bids have been opened, pending the execution of contract with the successful bidder(s).

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

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

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle January 28, February 4, 11, 18 2021
Metro Courier January 28, 2021



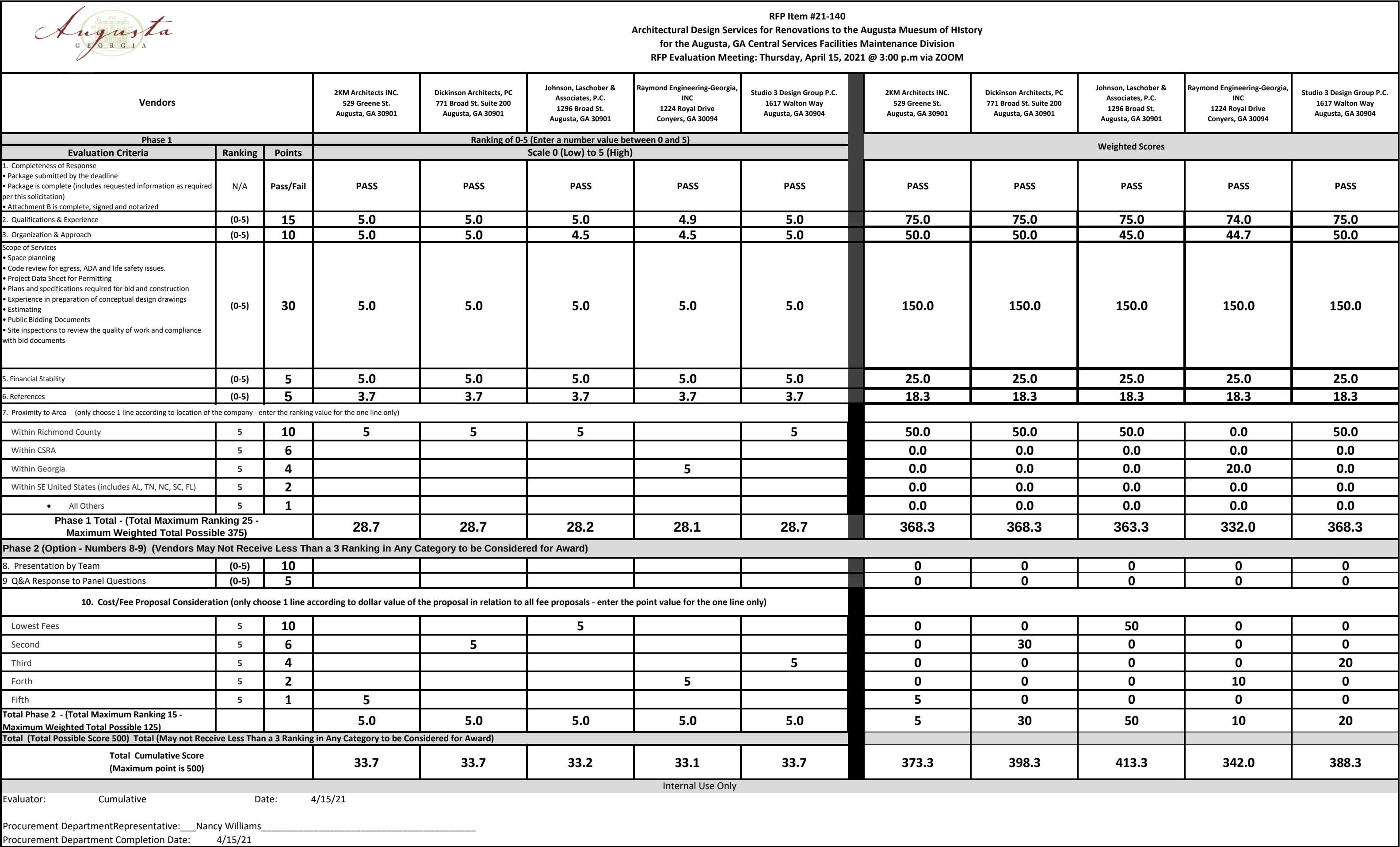
RFP Opening Item #21-140
Architectural Design Services for Augusta Museum of History
Augusta, GA - Central Services Department - Facilities Maintenance Division
RFP Date: Tuesday, March 9, 2021 @ 11:00 a.m.

Total Number Specifications Mailed Out: 46
Total Number Specifications Download (Demandstar): 16
Total Electronic Notifications (Demandstar): 259
Georgia Procurement Registry: 31
Pre-Proposal Conference Attendees: 25
Total packages submitted: 5
Total Noncompliant: 0

VENDORS	Attachment "B"	E-Verify #	Addendum 1	SAVE Form	Original	7 Copies	Fee Proposal
Raymond Engineering- Georgia, INC 1224 Royal Drive Conyers, GA 30094	YES	71554	YES	YES	YES	YES	YES
2KM Architects INC. 529 Greene St. Augusta, GA 30901	YES	312290	YES	YES	YES	YES	YES
Studio 3 Design Group P.C. 1617 Walton Way Augusta, GA 30904	YES	194106	YES	YES	YES	YES	YES
Dickinson Architects, PC 771 Broad St. Suite 200 Augusta, GA 30901	YES	67757	YES	YES	YES	YES	YES
Johnson, Laschober & Associates, P.C. 1296 Broad St. Augusta, GA 30901	YES	226309	YES	YES	YES	YES	YES

Meeting ID	Topic	Start Time	End Time
99057119960	RFP Item # 21-140 Architectural Design Serves for Augusta Museum o f History for Augusta GA – Central Services Department – Facilities Maintenance	3/9/2021 10:45	3/9/2021 11:14
Name (Original Name)	User Email	Join Time	Leave Time
Kathy Murry	shill@augustaga.gov	3/9/2021 10:45	3/9/2021 11:14
DARREL WHITE		3/9/2021 10:51	3/9/2021 11:14
Amy Christian		3/9/2021 10:57	3/9/2021 11:14
apelletier		3/9/2021 10:59	3/9/2021 11:14

Minutes	Participants
30	4
Guest	
No	
Yes	
Yes	
Yes	





Central Services Department

Takiyah A. Douse, Director
Rick Acree, Project Manager

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

MEMORANDUM

A handwritten signature in black ink, appearing to be "RAA".

FROM: Mr. Rick Acree, Project Manager, Central Services

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

TO: Ms. Geri Sams, Director, Procurement Department

DATE: April 19, 2021

SUBJECT: RFP #21-140 Augusta Museum of History Expansion Design
Services - Recommendation to Award

On March 9, 2021, five compliant Statements of Qualification and Proposals (SOQP) were received on the referenced project.

The evaluation team reviewed the information provided by prospective firms using the criteria set forth in the RFP on April 15, 2021. JLA of Augusta was judged to have submitted the SOQ that represented the best combination of qualifications, approach and price for this project.

Central Services recommends award of contract to design the addition to the Augusta Museum of History to Johnson, Laschober and Associates (JLA) in the amount of \$66,500.00. We also respectfully request that the Procurement Department obtain any additional required documentation from the firm necessary to present this to Commission for approval.

Thank you for your assistance thus far. Please do not hesitate to call if you have any questions or need additional clarification.

Cc: Takiyah A. Douse
Laquona Sanderson

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

JORGE JIMENEZ
ZEL ENGINEERS
435 TELFAIR STREET
AUGUSTA, GA 30901

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

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

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

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

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

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

CRANSTON ENGINEERING GROUP
PO BOX 2546
AUGUSTA, GEORGIA 30903

SOUTHERN PARTNERS
1233 AUGUSTA WEST PARKWAY
AUGUSTA, GA 30909

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

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

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

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

SWIFT & ASSOCIATES
1206 INTERSTATE PKWY
AUGUSTA, GA 30909

MOORE & ASSOCIATES
1009 EAST AVE
NORTH AUGUSTA, SC 29841

STUDIO 3 DESIGN GROUP
1617 WALTON WAY
AUGUSTA, GA 30904

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

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

DAVIS DESIGN GROUP
120 FIFTH STREET
AUGUSTA, GEORGIA 30901

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

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

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

Cheatham, Fletcher, Scott Architects
420 8th Street
Augusta, GA 30901

Dickinson Architects
771 Broad Street, Suite 200
Augusta, GA 30901

2KM Architects
529 Greene Street
Augusta, GA 30901

STUDIO 3 DESIGN GROUP
1617 WALTON WAY
AUGUSTA, GA 30904

RFP ITEM 21-140
Architectural Design Services for Renovation
to the Augusta Museum of History3
Central Services - FAC
MAILED: 2/01/21

RFP ITEM 21-140
Architectural Design Services for
Renovation to the Augusta Museum of
History3
Central Services - FAC
Due March 9,2021 @ 11:00 a.m.

[Bid Details](#)[Audit Trail](#)[Watchers List](#)[Planholders](#)[Postbid Viewers](#)[Broadcast History](#)[Reminder](#)

Planholders

[Add Supplier](#)[Export To Excel](#)

Supplier (16)

Supplier	Download Date
Attaway Construction & Associates, LLC	02/19/2021
Beyer Blinder Belle	02/03/2021
Charles Perry Partners, Inc.	02/02/2021
DLR Group	02/03/2021
Dodge Data	02/02/2021
Hecht Burdeshaw Architects Inc	02/03/2021
IBI Group	02/03/2021
LS3P	02/08/2021
MKSK	02/03/2021
NetPlanner Systems, nc.	02/03/2021
Raymond Engineering- Georgia, Inc.	02/04/2021
RWDI	02/11/2021
Sizemore Group	02/03/2021
TLC Engineering Solutions	02/02/2021
United Consulting	02/03/2021
W&A Engineering	02/02/2021

[Add Supplier](#)

Supplier Details

Supplier Name Attaway Construction & Associates, LLC

Contact Name Jenny Attaway

Address 4234 Wheeler Road , Martinez, Georgia 30907

Email Jenny@attawayconstruction.com

Phone Number 706-868-4000

Documents

Filename	Type	Action
21-140_RFP	Bid Document / Specifications	View History
21-140_ADD1	Addendum	View History

Similar Planholders

[Send Bid to Selected Suppliers](#)

Supplier	Contact Person	Send Bid
ArtCraft Painting Contractor	Jerome Rucker	☐
Matthews General Contractors.	Joseph Matthews	☐

Doty and Associates, Inc	Kora Nelson	☐
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Rohadfox Construction Control	Joy Rohadfox	☐
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Elite Construction Inc	Chandra Ledbetter	☐
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Reed Construction Data	Janel Rose	☐
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Action Electrical & Mechanical Contractors	Alfonso Gamboa	☐
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TIC - The Industrial Company	Amber Smith	☐
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JHC Corporation	Trina Talley	☐
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JHC Corporation	James Cook	☐
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	ACCESS TECHNOL 2021-02-01			
860688993	TRAPEZE SOFTWARE OHIO INC 2021-02-01	rfp@trapezegroup.com RFP@TRAPEZEGROUP.COM, RFP@TRAPEZEGROUP.COM	N	NOM
770391563	TREND MICRO 2021-02-01	patrick_lunde@trendmicro.com PATRICK_LUNDE, PATRICK_LUNDE	N	NOM
581827672	U S COST INC 2021-02-01	ggowda@uscost.com Gowda, Gina	N	NOM
	U S COST INC 2021-02-01	trina.freeman@rib-uscost.com Freeman, Trina		
581686642	UNENTRE COMPUTER CENTER 2021-02-01	rlomonaco@entresolutions.com RLOMONACO, RLOMONACO	Y	PAI
911431894	ZONES CORPORATE SOLUTIONS INC 2021-02-01	benjamin.girton@zones.com ZONES_BENJAMIN, ZONES_BENJAMIN	Y	ASA
	ZONES CORPORATE SOLUTIONS INC 2021-02-01	brianc@zones.com ZONES, ZONES		
	ZONES CORPORATE SOLUTIONS INC 2021-02-01	sandra.kanardy@zones.com SANDRAKANARDY, SANDRAKANARDY		
	ZONES CORPORATE SOLUTIONS INC 2021-02-01	teamga.goved@zones.com Tran, Vinh		
	ZONES CORPORATE SOLUTIONS INC 2021-02-01	troy.tyler@zones.com Tyler, Troy		

ETHNIC GROUP	COUNT
African American	1
Asian American	3
Native American	1
Hispanic/Latino	0
Pacific Island/American	1
Non Minority	25
Not Classified	0
Total Number of Vendors	31
Total Number of Contacts	90

[PR_bid_email_list](#)

FYI: Process Regarding Request for Proposals

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

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

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

Sec. 1-10-52. Sealed proposals.

- (a) *Conditions for use.* In accordance with O.C.G.A. § 36-91-21(c)(1)(C), the competitive sealed proposals method may be utilized when it is determined in writing to be the most advantageous to Augusta, Georgia, taking into consideration the evaluation factors set forth in the request for proposals. The evaluation factors in the request for proposals shall be the basis on which the award decision is made when the sealed proposal method is used. Augusta, Georgia is not restricted from using alternative procurement methods for

obtaining the best value on any procurement, such as Construction Management at Risk, Design/Build, etc.

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

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

- (f) *Public inspection.* The responses will be open for public inspection only after contract award. Proprietary or confidential information marked as such in each proposal will not be disclosed without written consent of the offeror.
- (g) *Evaluation and selection.* The request for proposals shall state the relative importance of price and other evaluation factors that will be used in the context of proposal evaluation and contract award. (Pricing proposals will not be opened until the proposals have been reviewed and ranked). Such evaluation factors may include, but not be limited to:

- (1) The ability, capacity, and skill of the offeror to perform the contract or

provide the services required;

- (2) The capability of the offeror to perform the contract or provide the service promptly or within the time specified, without delay or interference;
 - (3) The character, integrity, reputation, judgment, experience, and efficiency of the offeror;
 - (4) The quality of performance on previous contracts;
 - (5) The previous and existing compliance by the offeror with laws and ordinances relating to the contract or services;
 - (6) The sufficiency of the financial resources of the offeror relating to his ability to perform the contract;
 - (7) The quality, availability, and adaptability of the supplies or services to the particular use required; and
 - (8) Price.
- (h) *Selection committee.* A selection committee, minimally consisting of representatives of the procurement office, the using agency, and the Administrator's office or his designee shall convene for the purpose of evaluating the proposals.
- (i) *Preliminary negotiations.* Discussions with the offerors and technical revisions to the proposals may occur. Discussions may be conducted with the responsible offerors who submit proposals for the purpose of clarification and to assure full understanding of, and conformance to, the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussions and revision of proposals and such revisions may be permitted after submission and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of information derived from proposals submitted by competing offerors.
- (j) From the date proposals are received by the Procurement Director through the date of contract award, no offeror shall make any substitutions, deletions,

additions or other changes in the configuration or structure of the offeror's teams or members of the offeror's team.

- (k) *Final negotiations and letting the contract.* The Committee shall rank the technical proposals, open and consider the pricing proposals submitted by each offeror. Award shall be made or recommended for award through the Augusta, Georgia Administrator, to the most responsible and responsive offeror whose proposal is determined to be the most advantageous to Augusta, Georgia, taking into consideration price and the evaluation factors set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain a written report of the basis on which the award is made/recommended. The contract shall be awarded or let in accordance with the procedures set forth in this Section and the other applicable sections of this chapter.



Administrative Services Committee Meeting

5/25/2021 1:05 PM

RFP 21-140 Award Contract for Design Services - Augusta Museum of History

Department:	Central Services - Facilities
Presenter:	Takiyah A. Douse
Caption:	Approve award of contract for design expansions services for the Augusta Museum of History to JLA of Augusta in the amount of \$65,000.00 (RFP Item # 21-140).
Background:	This project plans to expand the facility storage and house activities to preserve and store historic collections and archives. This is a SPLOST 7 funded project approved by the Commission and Richmond County voters.
Analysis:	RFP Item 21-140 was issued through the Procurement Department in accordance with Augusta, Georgia requirements. Statements of Qualification and Proposals for this RFP were received on March 9, 2021. The qualifications presented by each firm were carefully reviewed by the Evaluation Committee and ranked based upon qualifications and cost proposals. JLA was the number one ranked firm per the RFP evaluation sheet. The committee determined JLA of Augusta to have submitted the best combination for this project. Their \$65,000.00 fee is within the budget anticipated for design.
Financial Impact:	The cost of design services is \$65,000.
Alternatives:	1. Approve award of contract for design expansions to the Augusta Museum of History to JLA of Augusta in the amount of \$65,000.00 (Bid Item # 21-140). 2. Do not approve the award.
Recommendation:	Approve award of contract for design expansions to the Augusta Museum of History to JLA of Augusta in the amount of \$65,000.00 (Bid Item # 21-140).
Funds are Available in the	This project is funded through SPLOST 7: GL 329-06-4310 JL 220-06-7906

**Following
Accounts:**

REVIEWED AND APPROVED BY:

Finance.

Procurement.

Law.

Administrator.

Clerk of Commission



Administrative Services Committee Meeting

5/25/2021 1:05 PM

transition Augusta's non-emergency fleet to alternative energy vehicles

Department: Administration

Presenter: Adminisrator Odie Donald

Caption: Receive Administrator's 60-90 day report out and recommendations to transition Augusta's non-emergency fleet to alternative energy vehicles. (Donald/Douse).(Requested by the Administrator Donald)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting
5/25/2021 1:05 PM
FY2020 Thresholds and Purchases

Department:

Presenter:

Caption: Receive Administrator's response to May 4, 2021 Commission inquiry of FY2020 thresholds and purchases. (Requested by Administrator Donald)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
5/25/2021 1:05 PM
HUD HOME American Rescue Plan Funds**

Department:

Presenter:

Caption: Motion to a) accept HUD HOME American Rescue Plan funds, b) allow HCD to move forward with implementation of recommended usage plan, c) allow HCD to hire two (2) FT staff persons (concurrent with the term of grant)/provide supplemental pay (where applicable) in accordance with HUD regulatory guidelines for all affected employees, and d) instruct finance department to add available funding to HCDs budget for immediate use and implementation (upon receipt). (Requested by Administrator Donald)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
5/25/2021 1:05 PM
Procedure for Open Records Requests**

Department:

Presenter:

Caption: Discuss the procedure for Open Records Requests. (Requested by Commissioner Sammie Sias)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
5/25/2021 1:05 PM
Supporting Documentation**

Department:

Presenter:

Caption: Supporting documentation for Item #2.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:
