



Administrative Services Committee Committee Room- 3/24/2008- 12:50 PM Meeting

ADMINISTRATIVE SERVICES

1. Motion to approve the placement of an allocation of \$3,000.00 in funding from the Equal Employment Opportunity Commission in a specific account for use in an outreach program aimed at educating the public about their civil rights in the workplace. ☐ [Attachments](#)

2. Discuss and approve the memorial walk location recommended by the sub-committee. (Requested by Commissioner Grantham) ☐ [Attachments](#)

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**Administrative Services Committee Meeting
3/24/2008 12:50 PM
EEOC Allocation Funds**

Department: FRANK C. THOMAS, DIRECTOR

Caption: Motion to approve the placement of an allocation of \$3,000.00 in funding from the Equal Employment Opportunity Commission in a specific account for use in an outreach program aimed at educating the public about their civil rights in the workplace.

Background: The Equal Employment Opportunity Commission allocated \$3,000.00 to the Augusta Richmond County Human Relations. The \$3,000.00 is to be specifically spent towards Outreach programs aimed at educating the public about their civil rights in the workplace.

Analysis: This is a request to have those funds placed in a specific account so that we may proceed with this mandate. Failure to spend those funds as specified will result in the monies as requested to be returned to the EEOC.

Financial Impact: N/A

Alternatives: Failure to spend those funds as specified will result in the monies as requested will to be returned to the EEOC.

Recommendation: Increase both revenue and designated expenditure budgets to reflect these funds. Request approval to have those funds placed in a specific account so that we may proceed with this mandate.

Funds are Available in the Following Accounts: expensed out of - 101077210/5311815 Special Programs tc

REVIEWED AND APPROVED BY:

**Finance.
Administrator.
Clerk of Commission**

2. AMENDMENT/MODIFICATION NO. 0002	3. EFFECTIVE DATE 09/21/2007	4. REQUISITION/PURCHASE REQ NO. See Lines	5. PROJECT NO. (If applicable)
6. ISSUED BY ACQUISITION SERVICES DIVISION U.S. EEOC, 1801 L STREET, NW WASHINGTON, DC 20507-0001	CODE EE450	7. ADMINISTERED BY (If other than Item 6) ATLANTA DISTRICT OFFICE US EQUAL EMPLOYMENT OPPORTUNITY COMMISSION, 100 ALABAMA STREET, SW, Suite 4R-30 ATLANTA, GA 30303	CODE EE452

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and Zip Code) COUNTY OF AUGUSTA-RICHMOND 360 BAY STREET, SUITE 240 AUGUSTA, GA 30901-1571	9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11) (X) 10A. MODIFICATION OF CONTRACT/ORDER NO. 7FPSLP0186 (X) 10B. DATED (SEE ITEM 13)
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11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing Items 8 and 15, and returning _____ copies of the amendment, (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) 2007 - - 01 - FPSLP - - 2510 - - SLADMN - FP - - FEPAOUT - - - FP - - - \$3,000.00

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
✓	D. OTHER (Specify type of modification and authority) Unilateral (FAR 52.243-01, Changes-Fixed Price)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ copies to the issuing office.
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14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this modification 0002 is to add funds for FEPA Outreach Project.

The contract is hereby modified to incorporate CLIN 0007 for FEPA Outreach Project. As a result of this modification, the total price of the contract is increased by \$3,000 from \$69,070.00 to \$72,070.00.

All other terms and conditions remain the same.

15A. NAME AND TITLE OF SIGNER (Type or print) 15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) GREGORY E. BROWNE 16B. United States of America BY <u>Gregory E. Browne</u> (Signature of Contracting Officer)	16C. DATE SIGNED 21 SEP 2007
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**Line Item
Summary**

Document Number

7FPSLP0186/0002

Title

AUGUSTA RICHMOND COUNTY

21 Sep 07

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Total Funding: \$72,070.00

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
Division Closed FYs Cancelled Fund											

Line Item Number	Description	Delivery Date (Start date to End date)	Quantity	Unit of Issue	Unit Price	Total Cost
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0007	FEPa OUTREACH PROJECT		1.00	ea	\$3,000.00	\$3,000.00
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(09/17/2007 to 07/31/2008)

This is a New Line

FOR THE DESIGN AND DELIVERY OF EQUAL EMPLOYMENT OPPORTUNITY OUTREACH AND EDUCATION ACTIVITIES FOR THE PURPOSE OF INFORMING THE LOCAL COMMUNITY REGARDING EMPLOYEE AND EMPLOYER RIGHTS AND RESPONSIBILITIES UNDER FEDERAL AND LOCAL LAWS AND TO EXPLAIN THE FEPAs' AND EEOC's CHARGE FILING PROCESSES.

Ref Req No: 7FPSLP0409

Previous Total: \$69,070.00
 Modification Total: \$3,000.00
Grand Total: \$72,070.00
 (Includes Discounts)

**Contract Level
Funding Summary**

Document Number

7FPSLP0186/0002

Title

AUGUSTA/RICHMOND COUNTY

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Funding Strip Code

2007 - - 01 - FPSLP - - 2510 - - SLADMN - FP - - FEPAOUT - - - FP - - -

Change In Funded Amount

\$3,000.00

Reference Requisition: 7FPSLP0409



**Administrative Services Committee Meeting
3/24/2008 12:50 PM
Memorial Walk Recommendation**

Department: Clerk of Commission

Caption: Discuss and approve the memorial walk location recommended by the sub-committee. (Requested by Commissioner Grantham)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:

Clerk of Commission
