



Administrative Services Committee Commission Chamber- 5/29/2012- 1:05 PM
Meeting

ADMINISTRATIVE SERVICES

1. Discuss the denial of the final negotiated contract with Automatic Data Processing (ADP) and task the Administrator to bring back at the first Commission meeting in June a path forward regarding the internal operations of the Human Resources Department. (Referred from May 15 Commission meeting) ☐ [Attachments](#)
2. Discuss amending the 2012 Action Plan due to a decrease in Fiscal Year 2012 allocations for the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Housing Opportunities for Persons with AIDS (HOPWA) and increased Emergency Solutions Grant (ESG) Programs. ☐ [Attachments](#)
3. Approve award of a contract to Tunnell-Spangler-Walsh and Associates in the amount of \$1,065,000, plus reimbursable expenses not to exceed \$75,000 (total \$1,140,000), to complete planning initiatives under the Augusta Sustainable Development Implementation Program. ☐ [Attachments](#)
4. Motion to approve the renewal of the Lease between Augusta, Ga. and the Department of the Navy for the property located at the Navy Operational Support Command for the term of July 1, 2012 through June 30, 2013. ☐ [Attachments](#)
5. Consider a request from Communities for Veterans for approval of Resolutions of Support for Freedom's Path Projects I and II located on the Charlie Norwood VA Medical Center campus. ☐ [Attachments](#)
6. Motion to approve the minutes of the Administrative Services Committee held on April 23, 2012. ☐ [Attachments](#)



**Administrative Services Committee Meeting
5/29/2012 1:05 PM
ADP Proposal**

Department:

Caption: Discuss the denial of the final negotiated contract with Automatic Data Processing (ADP) and task the Administrator to bring back at the first Commission meeting in June a path forward regarding the internal operations of the Human Resources Department.
(Referred from May 15 Commission meeting)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting
5/29/2012 1:05 PM
Amending Year 2012 Action Plan Due to Decrease In Funding

Department: Housing and Community Development Department

Caption: Discuss amending the 2012 Action Plan due to a decrease in Fiscal Year 2012 allocations for the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Housing Opportunities for Persons with AIDS (HOPWA) and increased Emergency Solutions Grant (ESG) Programs.

Background: On November 1, 2012, the Commission approved the 2012 Action Plan as part of the 2010-2014 Consolidated Plan. At the time the 2012 Action Plan was submitted to HUD, Congress had not appropriated funds for Fiscal Year 2012. Consequently, the City based its estimated allocations for 2012 on grant amounts received in Year 2011. On April 19, 2012, HUD notified the City of its actual allocations for Year 2012 CDBG, HOME, and HOPWA which reflects a total decrease in funds of \$766,602. However, the ESG allocation has an increase, due to Homeless Prevention and Rapid Re-Housing Program (HPRP) ending. Provided as Attachment #1 is a listing of the estimated program allocations and the actual program allocations the City will received for Year 2012. Due to the decrease/increase in allocations, the 2012 Action Plan must be amended to take into consideration the reduction in funds. All CDBG, HOME, HOPWA and increased ESG projects are affected. Attachments reflects the estimated program/projects allocations (proposed) and actual program/project allocations for each program. According to the City's Citizen Participation Policy, this decrease/increase in allocations for each program and each project triggers a substantial change to the 2012 Action Plan. Therefore, the revisions must be presented to the public for a 30-day comment period. If comments are received, they will be presented to the Commission on June 28, 2012 for consideration. Staff is requesting authorization to proceed with the publication of a Public Notice in the newspapers to solicit comments on the changes. The Public Notices will be published in the Augusta Chronicle, May 30, 2012 and the Metro Courier May 31, 2012. The deadline for public comments will be June 28, 2012 at 12 noon. Any comments received will be presented to Commission on June 28, 2012.

Cover Memo

Item # 2

Analysis: It has been known for some time Federal allocations were going to be decreased by Congress. The City must incorporate the changes (decrease in funds) into its 2012 Action Plan to accurately reflect the reduced projects' budgets. The revised 2012 Action Plan and any comments received will be transmitted to HUD.

Financial Impact: Due to the decreases in CDBG, HOME, HOPWA and increase ESG program allocations, each project will undergo a decrease/increase in funds and a change in the scope of services. Therefore, the scope of services for each funded project will be scaled back to accommodate the reductions.

Alternatives: None

Recommendation: Accept the Housing and Community Development Department (HCD) recommendations for reduction in project funds and grant HCD authorization to proceed with the publication of a Public Notice soliciting citizen comments on the proposed changes to the 2012 Action Plan. On June 28, 2012, all comments received will be presented to Commission for consideration.

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

REVIEWED AND APPROVED BY:

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

2012 PROPOSED ALLOCATIONS

2012 Community Development Block Grant Program B-12-MC-13-0004

	Original	Revised
Entitlement	\$ 2,040,442.00	\$ 1,723,227.00
Program Income	\$ 150,000.00	\$ 150,000.00
TOTAL	\$ 2,190,442.00	\$ 1,873,227.00

IDIS #	Project #	Projects	Original	Revised
Acquisition				
	12010	Acquisition	\$ 150,000.00	\$116,652.00
Public Facilities				
	12030	Laney-Walker Initiative-DDA	\$ 175,000.00	\$151,554.50
	12031	Jessye Norman Improvements	\$ 50,000.00	\$42,245.00
	12032	Coordinated Health Svs. Imp	\$50,000.00	\$42,245.00
Clearance/Demolition				
	12040	Clearance & Demolition	\$ 100,000.00	\$100,000.00
Public Services (\$235,000)				
	12050	Art Factory	\$ 15,000.00	\$12,673.50
	12051	Augusta Mini Theatre	\$ 15,000.00	\$12,673.50
	12052	Boys & Girls Club	\$ 10,000.00	\$8,449.00
	12053	CSRA Business League	\$ 15,000.00	\$12,673.50
	12054	CSRA EOA	\$ 15,000.00	\$12,673.50
	12055	Carings Works	\$ 10,000.00	\$8,449.00
	12056	Catholic Social Services	\$ 10,000.00	\$8,449.00
	12057	Christ Community Health	\$ 10,000.00	\$8,449.00
	12058	East Augusta CDC - foreclosure	\$ 15,000.00	\$12,673.50
	12059	Golden Harvest Brown Bag Program	\$ 20,000.00	\$16,878.00
	1205A	Hope House-homeless vet program	\$ 10,000.00	\$8,449.00
	1205B	JWC Helping Hands	\$ 5,000.00	\$4,224.50
	1205D	Kids Restart	\$ 15,000.00	\$12,673.50
	1205E	MACH Academy	\$ 15,000.00	\$12,673.50
	1205F	Neighborhood Improvement Project	\$ 15,000.00	\$12,673.50
	1205G	Promise Land CDC	\$ 10,000.00	\$8,449.00
	1205H	Salvation Army	\$ 10,000.00	\$8,449.00
	1205I	Senior Citizens Council	\$ 10,000.00	\$8,449.00
	1205J	United Way	\$ 10,000.00	\$8,449.00
Relocation				
	12080	Relocation - HCD	\$ 142,354.00	\$142,354.00
Rehabilitation				
	12140	Housing Rehabilitation Program	\$ 700,000.00	\$570,000.00
Economic Development				
	12181	Small Business Development Loan	\$ 140,000.00	\$75,000.00
	12182	Antioch Micro-business Training	\$ 10,000.00	\$10,000.00
General Administration				
	12210	Administration - \$428,088	\$ 438,088.00	\$374,645.00
	12211	Fair Housing - \$10,000		50,000.00
TOTAL			\$ 2,190,442.00	\$ 1,873,227.00

Item # 2

2012 PROPOSED ALLOCATIONS

2012 HOME Investmentment Partnerships Program M-12-MC-13-0004

	Original	Revised
Entitlement	\$ 1,216,121.00	\$766,812.00
Program Income	\$ 1,000,000.00	\$400,000.00
TOTAL	\$ 2,216,121.00	\$1,166,812.00

IDIS #	Project #	Projects	Original	Revised
		Neighborhood Revitalization	\$ 1,612,091.00	\$735,110.00
		Downpayment Assistance	\$ 200,000.00	\$200,000.00
		CHDO Set-aside (15% minimum)	\$ 182,418.00	\$115,021.00
		Administration (10% max.)	\$ 221,612.00	\$116,681.00
TOTAL			\$ 2,216,121.00	\$ 1,166,812.00

Housing Opportunities for Persons with Aids Program (HOPWA) GA-H-12-F002

	Proposed	Actual
Entitlement	\$ 425,918.00	\$ 425,840.00

IDIS #	Project #	Projects	Proposed	Actual
		Hope Health	\$100,000.00	\$99,963.00
		St. Stephens Ministry	\$313,140.00	\$313,102.00
		Administration (3%)	\$12,778.00	\$12,775.00
TOTAL			\$425,918.00	\$425,840.00

2012 Emergency Shelter Grants Program S-12-13-0004

	Proposed	Actual
Entitlement	\$ 99,192.00	\$ 176,697.00

IDIS #	Project #	Projects	Proposed	Actual
	E121	Action Ministries	\$ 5,000.00	\$ 5,000.00
	E122	CSRA EOA	\$ 14,000.00	\$ 14,000.00
	E123	Georgia Legal Services	\$ 10,000.00	\$ 10,000.00
	E124	Hope House	\$ 13,000.00	\$ 13,000.00
	E125	Interfaith Hospitality Network	\$ 12,000.00	\$ 12,000.00
	E126	St. Stephen's Ministry	\$ 13,000.00	\$ 13,000.00
	E127	Safe Homes	\$ 10,764.00	\$ 10,764.00
	E128	Salvation Army	\$ 11,468.00	\$ 11,468.00
	E129	United Way	\$ 5,000.00	\$ 5,000.00
		Administration (7.5%)	\$ 4,960.00	\$ 13,252.00
TOTAL			\$ 99,192.00	\$ 107,484.00

2012 PROPOSED ALLOCATIONS

2012 HOME Investmentment Partnerships Program M-12-MC-13-0004

	Original	Revised
Entitlement	\$ 1,216,121.00	\$766,812.00
Program Income	\$ 1,000,000.00	\$400,000.00
TOTAL	\$ 2,216,121.00	\$1,166,812.00

IDIS #	Project #	Projects	Original	Revised
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		Downpayment Assistance	\$ 200,000.00	\$200,000.00
		CHDO Set-aside (15% minimum)	\$ 182,418.00	\$115,021.00
		Administration (10% max.)	\$ 221,612.00	\$116,681.00
TOTAL			\$ 2,216,121.00	\$ 1,166,812.00

Housing Opportunities for Persons with Aids Program (HOPWA) GA-H-12-F002

	Proposed	Actual
Entitlement	\$ 425,918.00	\$ 425,840.00

IDIS #	Project #	Projects	Proposed	Actual
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		St. Stephens Ministry	\$313,140.00	\$313,102.00
		Administration (3%)	\$12,778.00	\$12,775.00
TOTAL			\$425,918.00	\$425,840.00

2012 Emergency Shelter Grants Program S-12-13-0004

	Proposed	Actual
Entitlement	\$ 99,192.00	\$ 176,697.00

IDIS #	Project #	Projects	Proposed	Actual
	E121	Action Ministries	\$ 5,000.00	\$ 8,672.48
	E122	CSRA EOA	\$ 14,000.00	\$ 24,282.94
	E123	Georgia Legal Services	\$ 10,000.00	\$ 17,344.96
	E124	Hope House	\$ 13,000.00	\$ 22,548.44
	E125	Interfaith Hospitality Network	\$ 12,000.00	\$ 20,813.95
	E126	St. Stephen's Ministry	\$ 13,000.00	\$ 22,548.44
	E127	Safe Homes	\$ 10,764.00	\$ 18,670.11
	E128	Salvation Army	\$ 11,468.00	\$ 19,891.20
	E129	United Way	\$ 5,000.00	\$ 8,672.48
		Administration (7.5%)	\$ 4,960.00	\$ 13,252.00
TOTAL			\$ 99,192.00	\$ 176,697.00



Administrative Services Committee Meeting
5/29/2012 1:05 PM
Augusta Sustainable Development Implementation Program

Department: Planning and Development

Caption: Approve award of a contract to Tunnell-Spangler-Walsh and Associates in the amount of \$1,065,000, plus reimbursable expenses not to exceed \$75,000 (total \$1,140,000), to complete planning initiatives under the Augusta Sustainable Development Implementation Program.

Background: The city of Augusta is the recipient of a \$1,802,076.00 award under the HUD Challenge Planning / DOT TIGER II Planning Grant Program. The award includes \$893,769.00 from HUD and \$903,307.00 from DOT. Grant funds will be used to complete four interrelated initiatives to advance sustainable development along a 4.5-mile transportation corridor in the core of the city: 1) Creating a detailed plan and implementation program for a cluster of transit-oriented development neighborhoods along the corridor; 2) Adding landscape and hardscape elements to a planned road widening project, and creating concept-level design plans for another section of the corridor; 3) Revising current development codes to facilitate higher-density, mixed-use, mixed-income development; and 4) Creating an implementation plan for green, affordable housing in this corridor. Implementation of these initiatives will take approximately 18 months. The target area for the project includes a district bordering 15th Street, Martin Luther King, Jr. Blvd. and Deans Bridge Road (see map). The planned 15th Street widening project (PI #220680) is located within this district.

Analysis: An RFQ / RFP process was used to procure consultant services for this project. Five (5) firms responded to the RFQ and three (3) were short-listed and asked to respond to the the RFP. The consultant selection committee reviewed the proposals and interviewed each of the firms. The committee ranked Tunnell-Spangler-Walsh and Associates highest based on the firm's proposed approach to the project, the training and experience of their personnel and the results of their interview / presentation.

Financial Impact: Project funds are budgeted in Account # 220016313 5316110.

Cover Memo

Item # 3

City will make periodic payments to the consultant and then be reimbursed by HUD and DOT. The Planning and Development Department and Augusta Tomorrow, Inc. will provide substantial in-kind contribution to the project. SPLOST funds allocated to the 15th Street Pedestrian Improvement project also count as part of the local match for the project.

Alternatives: None recommended

Recommendation: Approve award of a contract to Tunnell-Spangler-Walsh and Associates in an amount no to exceed \$ 1,140,000.00, to complete initiatives under the Augusta Sustainable Development Implementation Program.

Funds are Available in the Following Accounts: Funds budgeted in Account # 220016313 5316110. City will make periodic payments to the consultant and then be reimbursed by HUD and DOT.

REVIEWED AND APPROVED BY:

Clerk of Commission



TUNNELL-SPANGLER-WALSH & ASSOCIATES
community design and architecture

Planning Manager
Augusta Planning and Development Department
525 Telfair Street
Augusta, GA 30901

(706) 821-1806

(706) 821-1796

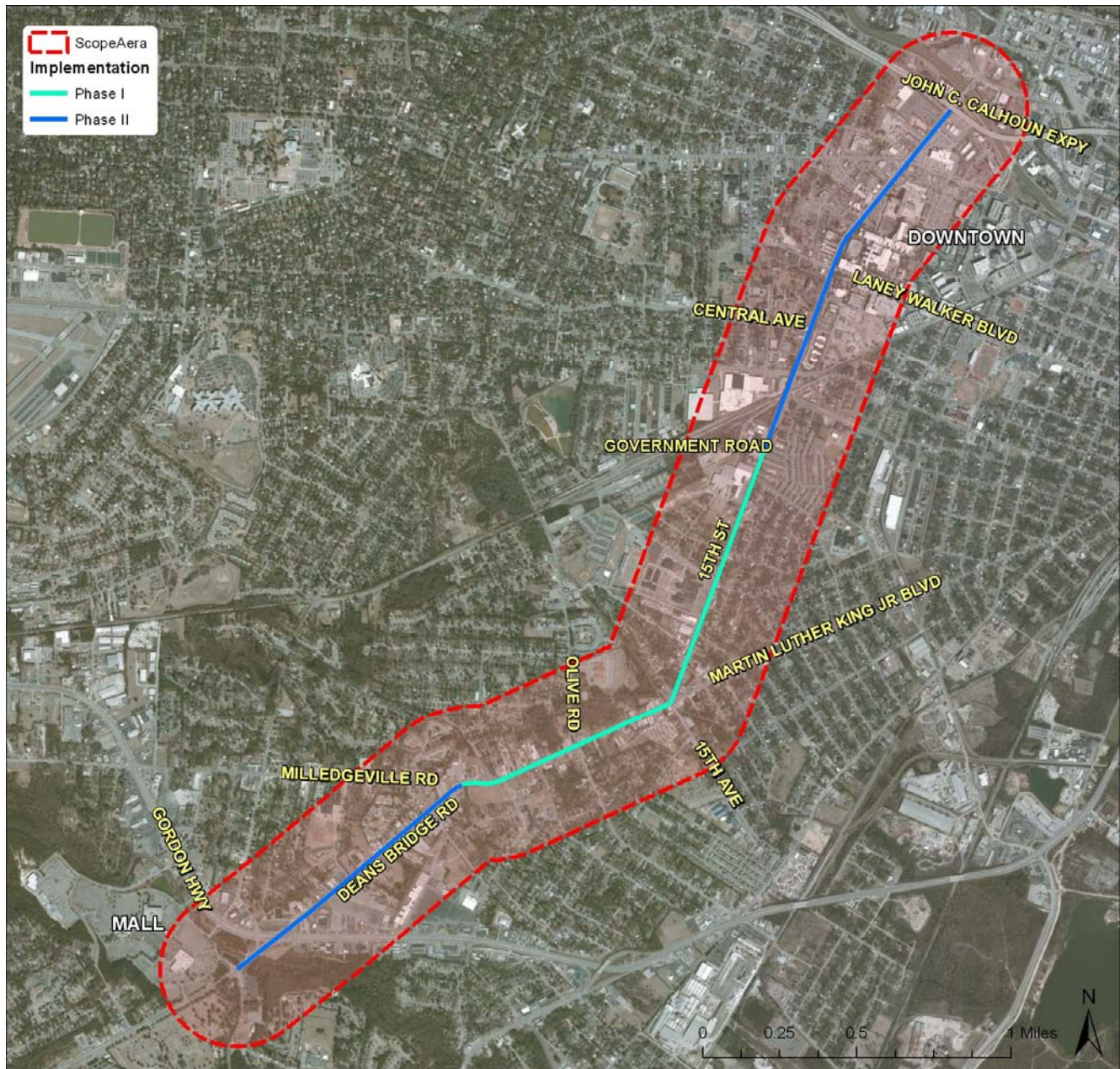
Augusta Planning and Development Department

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Master Plan for the Augusta Sustainable Development Implementation Program
Exhibit A: Study Area



Master Plan for the Augusta Sustainable Development Implementation Program
Exhibit B: Scope of Services

The following Scope of Services will be provided to the Client.

INITIATIVE #1: PLAN FOR PRIORITY DEVELOPMENT CORRIDOR, ACTION PLAN / FEASIBILITY ANALYSIS FOR PRIORITY PROJECTS AND IMPLEMENTATION PROGRAM

1. Develop Public/Stakeholder Involvement Plan

This plan will identify the specific communication and outreach mechanisms for each of the four initiatives as well as the framework to integrating information between the four initiatives.

2. Public Meetings #1 and #2

- Introduction of the study to the public
- Stakeholder interviews

3. Prepare Economics and Market Analysis

- Analyze demographic and economic trends
- Evaluate existing and planned competitive developments
- Project potential demand
- Evaluate the project area's ability to compete for future development
- Determine the site potential by use in terms of units, square feet or hotel rooms by five-year period along with supportable prices and rents

The recommended development program will guide the design team in its development of district plans. PES will consult with the designers to assure that uses are sited appropriately to maximize their market appeal.

When initial design concepts have been developed, PES will prepare a financial analysis that compares the potential returns from development to the costs of development to test financial feasibility and to quantify any financial gap that will need to be filled to achieve feasibility. The financial modeling results will provide additional guidance to the design team and may suggest the need for changes such as a different density.

The analysis will highlight conditions that need to change to achieve the site's full potential. Those considerations will form the basis for the action plan that specifies required zoning changes, investment in infrastructure and public amenities, land assembly, financial assistance and other strategies. A financing strategy will be developed to address the project gaps, identifying financing resources. The action plans will detail step-by-step actions for project implementation.

4. Prepare Land Use Research and Analysis
 - Review land use policies, and zoning
 - Analyze existing land use characteristics
 - Identify recent and ongoing development
5. Undertake Transportation Research Analysis
 - Review existing transportation plans
 - Inventory pedestrian facilities
 - Inventory bus routes, ridership, and facilities
 - Analyze collected traffic counts and intersection efficiency
 - Study internal and external multi-modal connections
 - Analyze bicycle facilities and identify potential new options

Evaluation of existing traffic conditions within the study area will begin with data collection phase. As part of the data collection phase, our team will conduct a field inventory of existing facilities including roadway geometries, traffic signals, transit, sidewalks, and bicycle facilities. Additionally, the project team will collect traffic count data along the corridor at major intersections and other locations as determined through the stakeholder inputs and public involvement process.

The project team will then use collected data to complete a traffic analysis for existing conditions. Based on the facility being analyzed, roadway segment or intersection, the appropriate software will be used. For roadway segment analysis Highway Capacity Software (HCS) will be used to conduct a capacity analysis. Synchro 8, software distributed by Trafficware, will be used to complete capacity analysis for both signalized and unsignalized intersections.

Deficiencies found through the capacity analysis will be noted. Potential solutions to deficiencies including intersection signalization, turn lane improvements, and roadway widening will be identified and planning-level project costs will be developed. Through stakeholder improvement, a prioritized list of projects will be developed.

6. Prepare Environment and Facilities Analysis
 - Identify and analyze natural features
 - Identify facilities such as libraries, schools, etc.
 - Identify open spaces and sites lending themselves to such
7. Prepare Utilities and Infrastructure Analysis
 - Identify and analyze existing utilities
 - Identify and analyze stormwater management systems
8. Prepare a Sustainable Development Analysis
 - Identify access to healthy food, health care, affordable housing, transportation, and diverse job prospects with living wages
 - Develop Geography of Access index
 - Analyze potential green Infrastructure and community Agriculture opportunities

9. Prepare an Urban Form Analysis

- Review physical structure of area including street, blocks, lots, and buildings
- Identify historic buildings
- Streetscape Audit

10. Issue Findings Report on Existing Conditions, issues, and Constraints to the Project Steering Committee

11. Develop a project website hosted and updated by TSW

TSW will develop a website at the start of a project to provide: fact sheets, announcements of upcoming meetings; plan materials; and an email sign-up. TSW can also use Facebook to connect with the community by providing a user-friendly format that many are already familiar with.

12. Develop a Visual Preference Survey and Community Survey

A Visual Preference Survey (VPS) is a tool in which participants are shown images and asked to score each for their appropriateness for the future study area; the survey can be offered on-line or at a public meeting. Following survey completion, scores are analyzed to determine the most liked, disliked, and agreed-upon images. Results are then reviewed at the community visioning workshop to determine what caused images to be scored as they were. These become a starting point for the plan.

This survey will be web-based, with an optional mail-in version for those who are not willing or unable to take the on-line version.

13. Conduct a 5-Day Community Visioning Workshop

The Community Visioning Workshop will be the main public involvement component for Initiatives #1 and #2. The charrette will replace Public Meeting #3 outlined in the schedule. It will include formal and informal sessions so that the public can come in and stay for 10 minutes or an hour, review work in progress, and provide comments, as directed by the City. Each evening will include an Open House for the community to review work-to-date.

COMMUNITY VISIONING WORKSHOP DAILY SCHEDULE	
DAY 1	Walking/driving tour of study areas with team and Project management Team. Conduct Interactive Session #1 focusing on the future of the area and reviewing VPS results with participants. Conduct stakeholder interviews, including interview sessions with 4-5 participants, one-on-one interviews, and telephone interviews, as needed. Conduct Kick-off meeting to present existing conditions, ASDA concepts, sustainable philosophies and gather feedback.
DAY 2	Conduct additional stakeholder interviews, including interview sessions with 4-5 participants, one-on-one interviews, and telephone interviews, as needed. Conduct Interactive Session #2 focusing on the future of the study area and reviewing VPS results with participants. Develop hand-drawn concepts for Augusta Way, Rocky Creek Mixed Use Park, Southgate Urban Village, and Oates Creek Neighborhood Revitalization including land uses, preliminary streetscapes, commercial nodes, parks and open spaces, and preliminary massing. Conduct Open House to present concepts and gather feedback.
DAY 3	Conduct additional stakeholder interviews, as needed. Conduct Interactive Session #3 focusing on the Augusta Way streetscape and alignment. Develop hand-drawn concepts for the study area, including street design cross-sections, locations for public art installations, design of pocket parks, lighting, and infrastructure. Conduct Open House to present concepts and gather feedback.
DAY 4	Conduct additional stakeholder interviews, as needed. Conduct Interactive Session #4 focusing on the Multi-Modal Transportation Analysis focusing on key employment and activity centers, types of transit options, and character of transit stations. Develop hand-drawn concepts for the study area, including key connections, proposed routes, and transit stations. Conduct Open House to present concepts and gather feedback.
DAY 5	Review feedback and revise concepts into more detailed Preliminary Framework Plans for the study area. Develop character area sketches and photoboards to show the vision for the study areas, including residential and commercial types, open space, civic/cultural amenities, pedestrian amenities, and transit. Conduct Presentation of draft concepts and gather feedback.

14. Create a Draft Plan based on comments from the Community Visioning Workshop process

15. Public Meeting #4

- Present the Draft Plan
- Stakeholder interviews

16. Final Plan for Priority Development District and Action Plan for one or more of the Priority District Projects. The local government will commit to the plan implementation based on the recommendations. A demonstration project designed to achieve one or more of the livability principles and one or more of the long term outcomes.

INITIATIVE #2: DEVELOP A DETAILED PLAN AND IMPLEMENTATION PROGRAM FOR A MULTI-MODAL TRANSPORTATION CORRIDOR RUNNING THROUGH THE PRIORITY DEVELOPMENT DISTRICT

As defined in the RFP, the goal of Initiative # 2 is to implement the multimodal transportation facilities envisioned by ASDA for the “Augusta Way” corridor. We also understand that the scope of work under Initiative # 2 will be divided into two distinct tasks.

The first task consists of the section of the “Augusta Way” corridor between Government Street and Milledgeville Road. GDOT currently has a programmed project (PI 220680) for this section of the corridor and a substantial portion of the design has already been completed and a draft environmental assessment document has been submitted to Federal Highway for review.

Scope of work under this task consists of reviewing GDOT project plans to identify opportunities for implementing Context Sensitive Design Features along this section of the corridor. Results from this assessment will be documented in a Findings Report. The scope will also include implementing these features into the design of GDOT project.

The second task consist of developing conceptual level design plans for segment of the corridor between Milledgeville Road and Gordon Highway. The scope will include public involvement, preparation of Need and Purpose statement, preparation of conceptual design, preparation of GDOT format concept report including necessary survey and environmental screening.

Corridor between Government Street and Milledgeville Road

1. Collaborate with GDOT on review of preliminary plans for 15th St. widening project.

- As currently designed, the GDOT programmed project (PI #220680) involves road widening and related improvements on 15th Street and Martin Luther King, Jr. Blvd. from Government Street to Milledgeville Road. The current concept includes two (2) travel lanes in each direction separated by a raised median with left turn lanes at median openings. Pedestrian components would include a combination of 5-foot wide sidewalks and 8-foot wide shared use paths. Our team will coordinate with GDOT to evaluate the proposed design and identify opportunities to incorporate hardscape elements to the proposed footprint of the project. Areas identified along the project corridor with opportunities for hardscape improvements will be detailed in a Findings Report. This report will document challenges with the implementation including issues, constraints and additional cost.
- Revise preliminary design for the 15th St. widening project incorporating hardscape elements.
- Utilizing information provided from the Findings Report, our team will coordinate with GDOT to revise the preliminary design for GDOT programmed project (PI #220680). Our project team will create supplemental design plans that will go along with the project plans for the GDOT project. We will also identify what steps should be taken to ensure those design refinements are incorporated into final design and construction.

2. Augusta Way Corridor between Government Street and Milledgeville Road

3. Develop Public and Stakeholder Involvement Plan for the Project

For Initiative 2, public, agency and stakeholder involvement will be prepared to address two basic needs. First task will want to ensure that the interests, opportunities, and issues of the local community and businesses are understood and reflected in the solutions developed for the corridor. The second task which involves specific public involvement opportunities will be required to satisfy the requirements of GDOT's Plan Development Process and NEPA. The outreach and involvement mechanisms we propose will satisfy both of these needs through a single, logical system. These outreach and involvement initiatives will be coordinated with the public involvement outreach efforts conducted for the other initiatives, including public meetings, design charrette, and stakeholder and technical committees among other public involvement efforts.

4. Identify Need and Purpose for Incorporating Context Sensitive Design features into section of SR 4 – Deans Bridge Road – between Milledgeville Road and SR 10 - Gordon Highway.

- Our team will develop a preliminary statement of Need and Purpose for improvements to SR 4. This statement will be informed by the overall plan developed in Initiative #1 as well as from detailed data review and analysis in Initiative #2. This statement will be reviewed by our multi-disciplined team. As a component of the GDOT PDP, this statement will site and incorporate considerations of traffic, congestion, and safety. Multi-modal and context sensitive considerations will also be considered and incorporated.

The statement of Need and Purpose will not only be an important element of the Concept Report, but it also influences the specific design of corridor improvement alternatives. As such, the TSW Team will solicit input and review of the Need and Purpose prior to completion of the Draft Concept Report.

5. Complete Surveys and Studies needed for draft concept layout per GDOT Plan Development Process.

- Environmental Screening

Scope of the work under this task will include \web based screening and field walks to gather environmental resource information for the corridor. Identified resources will be overlaid to the conceptual layout for the project. The finding of this task will also be compiled into an Environmental Screening Memo and will be submitted to appropriate agencies along with the conceptual layout for review and enhancement as part of Task B8.

- Field Survey

Scope of the work under this task will include survey database preparation for the project corridor. Existing site features will be field collected. Court house research will be conducted gather all recorded deeds for properties along the corridor. Current version of the GDOT Electronic Data Guidelines and software formats will be utilized for the survey to ensure compliance with GDOT requirements, reviewing the existing environmental documents that have been prepared for the GDOT programmed project. In addition to the

review, our environmental specialist will conduct web based screening and field walks to gather environmental resource information for the corridor outside of the GDOT programmed project. The finding of this task to compiled into an Environmental Screening Memo.

- Traffic Studies

Our team will conduct traffic analysis as per GDOT PDP. Having successfully executed hundreds of projects following the PDP, we fully understand the steps required to identify and develop project concepts. Results of traffic operational/capacity analysis and safety analysis are key inputs to defining project need and purpose and to develop project concepts. As a first step to developing the traffic study for the draft concept report, our traffic engineers will perform an inventory of the existing traffic data including traffic volumes, roadway geometric, posted speed limits, traffic signs and historical crash data, and other pertinent data as identified by the project team. Using collected data, traffic engineers will complete all required analysis including volume projections, capacity analysis for existing, open and design year using Highway Capacity Manual (HCM) guidelines, signal warrant analysis, roundabout studies, and crash data analysis.

6. Submit Draft Concept Layout to appropriate agencies for identification of environmental resources, USTs, history and ecology.

- Our team will develop a draft concept layout for the project corridor. This concept layout will incorporate the design elements proposed in the ASDA which would include pedestrian, bicycle and landscaping elements as well as the identification and possible right-of-way preservation of a dedicated transit corridor. Coordination with the programmed GDOT project to the north will ensure a seamless connection for the proposed concept. In conjunction with developing a concept layout identification of possible environmental, historical or ecological resources along the project corridor which may require avoidance or mitigation will be identified as discussed under Task B7.a.

7. GDOT Concept Report

- Results of the tasks described above will be compiled into a GDOT format Draft Concept report. In addition to identifying the preferred concept for the corridor, the report will also document other alternates that were considered, impacts associated with them as well as the cost.

GDOT PDP requires that a project with total cost of \$10 million or greater be examined by GDOT Value Engineering team to identify means to reduce cost and increase the overall value provided by the project. Although, a total project cost is not expected to be above this threshold, our team will constantly evaluate the costs. If we realize that the cost is getting closer to the \$10 million dollar threshold, our team will advise the City so that a Value Engineering Study can be conducted within schedule.

The draft concept report will then be updated with the recommendations from the Value Engineering Study and present to the GDOT for review. A concept team meeting will be

held to discuss the project. Any comments received from this meeting will then be incorporated in the Concept Report and submitted to GDOT for approval.

8. Public Meeting on Concept Report

- Our team proposes to conduct two public meetings for the project. The first meeting will be held at the early stages for the project and will act as a means to introduce the project goals to the public and stakeholders. The second meeting will be conducted towards the end of this initiative after the draft versions of conceptual design have been developed. This second meeting will be used to discuss the proposed concept for the corridor as well as the associated impacts. A project fact sheet will be developed at the project's outset, and will serve to provide basic information about the purpose of the project, schedule and contact points for more information. The project fact sheet and other basic information about the project will be provided to the City to be posted on the project website. Study products – meeting minutes, reports, concept exhibits – will then be provided to be added to that website as the project advances. Public involvement efforts will be coordinated with public involvement activities of the other initiatives in order to reduce overlap, maximize time and input of Stakeholders and the general public, and ensure connections between the initiatives is obvious and transparent.

INITIATIVE #3: MAKE REVISIONS TO DEVELOPMENT AND BUILDING REGULATIONS IN ORDER TO CREATE INCENTIVES FOR, AND ELIMINATE IMPEDIMENTS TO, MIXED-USE. MIXED-INCOME DEVELOPMENT

Dover, Kohl & Partners will lead the effort to revise the development and building regulations that will include the green building policy and regulations. Other team members will contribute as the regulations get divided into various components. Our extensive collective experience in community planning and code writing, and having worked for both municipalities and private developers, prepares us for anything. If it so happens that only minor revisions are necessary, we can format those in an efficient way for the edits to fit neatly into your existing set of regulations. If a more comprehensive replacement is needed, or if the community wants a new stand-alone section or document, we are equipped with the technologies to prepare that as well. We are well versed in templates such as the 'SmartCode' and we are also comfortable preparing form-based codes organized around a project specific framework. All of our revisions include photographs or diagrams that will explain concepts better than words alone.

More and more communities are demanding "green" building policies and standards. Southface will contribute extensively to this part of the task examining Green Green Building Policies and Standards, Green Infrastructure, and Community Agriculture.

1. Audit of Existing Regulations and Code Provisions

The team will review all relevant regulations and background data in order to better understand the existing conditions within the corridor and project areas. The audit will begin

as the effort for the Detailed Plan and Implementation Program is underway. The public process for the planning efforts will also serve as the opportunity to understand existing regulations and ask questions related to regulations to the participants and stakeholders. We will start with the Augusta-Richmond County Comprehensive Plan and the Comprehensive Zoning Ordinance, and then examine if there are state or federal authorities that also may have jurisdiction within parts of the project area.

2. Stakeholder Interviews

The team will participate in interviews and meetings arranged in coordination with the Steering Committee with key stakeholders, boards, commissions, and committees. Meeting notes will be provided as a work product. Through these meetings the team will acquire local intelligence about the corridor's opportunities and challenges, and assess whether the code is serving the current desires of the community and what aspects might be hindering reinvestment. Interviews and meetings could include residents, property owners, business owners, transportation officials, municipal staff, and elected officials. (With the planning process already underway, the team will have already had some interviews. We will use the interviews as a way to check and confirm the ideas expressed by stakeholders already active in the process. We will also seek out stakeholders that have not participated up to this point in the process.)

3. Report on the Findings of the Existing Regulations and Code Provisions

This report will:

- Summarize the 'vision' as described in the Detailed Plan and Implementation Program
- Identify specific regulations that are perceived to be impeding reinvestment along the corridor
- Identify outside influences that we may or may not be able to affect
- Identify possible incentives for reinvestment that also meets the project goals
- Outline options for next steps, which will include a framework for how the regulations can be adapted or rewritten for a predictable outcome and to provide better incentives and to provide Green Building Standards

A presentation of this report will be prepared and then shown and discussed at Public Meeting #1.

4. Public Meeting #1

This meeting will include a presentation of the Findings of the Existing Regulations and Code Provisions. With this meeting we will be able to confirm the direction from previous public meetings and events from other initiatives and phases of this larger effort. We will be able to explain the findings of the study of existing regulations and offer a variety of ways for the participants to convey their comments. In addition to an open forum, this will include written surveys and keypad polling.

As part of this meeting, or as a separate event on the same day, the Steering Committee or project director may schedule a press conference to discuss the project with local media, such as reporters or journalists, in order to provide a complete and accurate depiction of the effort and to increase public awareness.

5. First Draft of Land Development Regulations including Green Building Policy and Standards
The first draft will be prepared based on the information gathered from all of the stakeholders who have participated in the process to date and from the expertise and knowledge of the TSW + Dover, Kohl Team. The schedule will afford time for a draft to be posted on-line for public review prior to Public Meeting #2.

6. Public Meeting #2

This meeting will include:

- Presentation of the first draft
- Opportunities for participants to offer comments

We recommend this meeting to be recorded for the purpose of obtaining accurate transcripts. Since this is part of a re-zoning process, this is the point where concepts get focused into specific rules.

7. 2nd Draft, “Final” Revised Regulations and Green Building Policy and Standards

The second draft will be edited based on the information gathered from all of the stakeholders who have participated in the process since the previous public meeting. The TSW + Dover, Kohl Team will use its judgment and professional expertise to sort through the various comments to determine which are valid, and which changes should perhaps not be made. We will note in an Excel chart the comments from the first draft and show where those comments have been addressed. We will also identify conflicting comments, and explain why we chose to go one way or the other. We will also explain why we chose not to make certain changes suggested by members of the public. The schedule will afford time for a draft to be posted on-line for public review prior to Public Meeting #3.

8. Public Meeting #3

This meeting will include:

- Presentation of the second draft
- Explanation regarding changes made, and suggestions not changed
- Opportunities for participants to offer comments

We recommend this meeting to be recorded for the purpose of obtaining accurate transcripts.

9. Presentation of Revisions Prior to Adoption

This presentation will be at the discretion of the elected officials. It may be part of the actual adoption proceedings. The purpose for the team’s participation would be to clarify the

relevance of any text or diagrams in the revised standards to the members of the Augusta-Richmond County Commission.

INITIATIVE #4: DEVELOP AN IMPLEMENTATION PLAN FOR ACQUIRING AND LAND-BANKING PROPERTIES FOR GREEN, AFFORDABLE HOUSING IN THE PRIORITY DEVELOPMENT DISTRICT

This initiative will determine available parcels that are ideal for developing green, affordable housing within the study area. It will also examine Green Building Policy and Standards and Green Incentives to facilitate the implementation process, and seek ways to incorporate Regional Green Infrastructure and Community Agriculture.

1. **Develop Public and Stakeholder Involvement Plan**
Coordinating with public involvement efforts for the other initiatives, the team will determine the most effective way to reach participants and solicit feedback from them during this process.
2. **Public Meeting #1**
 - Present goals and objectives
 - Present work-to-date
 - Conduct educational session on Green Building Policy and Standards, Affordable Housing Benefits, and Green Infrastructure, and Community Agriculture
3. **Examine available parcels and process for land acquisition based on inventory and analysis from Initiative #1, work with the City and the Augusta Housing Authority to determine available parcels to develop green, affordable housing.**
 - Rank parcels according to site selection criteria: parcel size, ownership, transit service, proximity to schools and services, current use, surrounding uses, and the need to avoid concentration of poverty. GIS will be used to identify and screen potential vacant and underutilized properties against these criteria. The team will also will identify multi-family properties that have gone through or are facing foreclosure and those that are tax delinquent for particular consideration.
 - Determine Green Building Policy and Standards and Green Incentives that are required or available to facilitate implementation.
4. **Public Meeting #2**
Present findings of initial parcel identification and land acquisition process and gather feedback.
5. **Finalize Land Acquisition Plan**
Acquisition priorities will be established and acquisition strategies developed as to what organization should acquire the properties, what technique should be used, how to clear property title, and how to fund the acquisitions.

6. Public Meeting #3

Present Final Land Acquisition Plan and gather feedback.

7. Continued Involvement

The TSW + Dover, Kohl Team has a successful track-record of working with developers and government development entities. The team will be available to the City of Augusta to work with developers during the demonstration project.

Master Plan for the Augusta Sustainable Development Implementation Program
Attachment C: Public Involvement Meeting List

Initiative

Meeting

1. Initiative #1	Public Meetings #1
2. Initiative #1	Public Meetings #2
3. Initiative #1	Public Meetings #3/Charrette
4. Initiative #1	Public Meetings #4
5. Initiative #2	Public Meetings #1
6. Initiative #2	Public Meetings #2
7. Initiative #2	Public Meetings #3
8. Initiative #3	Public Meetings #1
9. Initiative #3	Public Meetings #2
10. Initiative #3	Public Meetings #3
11. Initiative #4	Public Meetings #1
12. Initiative #4	Public Meetings #2
13. Initiative #4	Public Meetings #3
14. Additional Meeting	TBD
15. Additional Meeting	TBD

Master Plan for the Augusta Sustainable Development Implementation Program
Attachment D: Fee Schedule

INITIATIVE #1:	\$345,000
INITIATIVE #2:	\$440,000
INITIATIVE #3:	\$166,000
<u>INITIATIVE #4:</u>	<u>\$114,000</u>
GRAND TOTAL	\$1,065,000

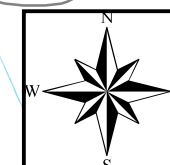
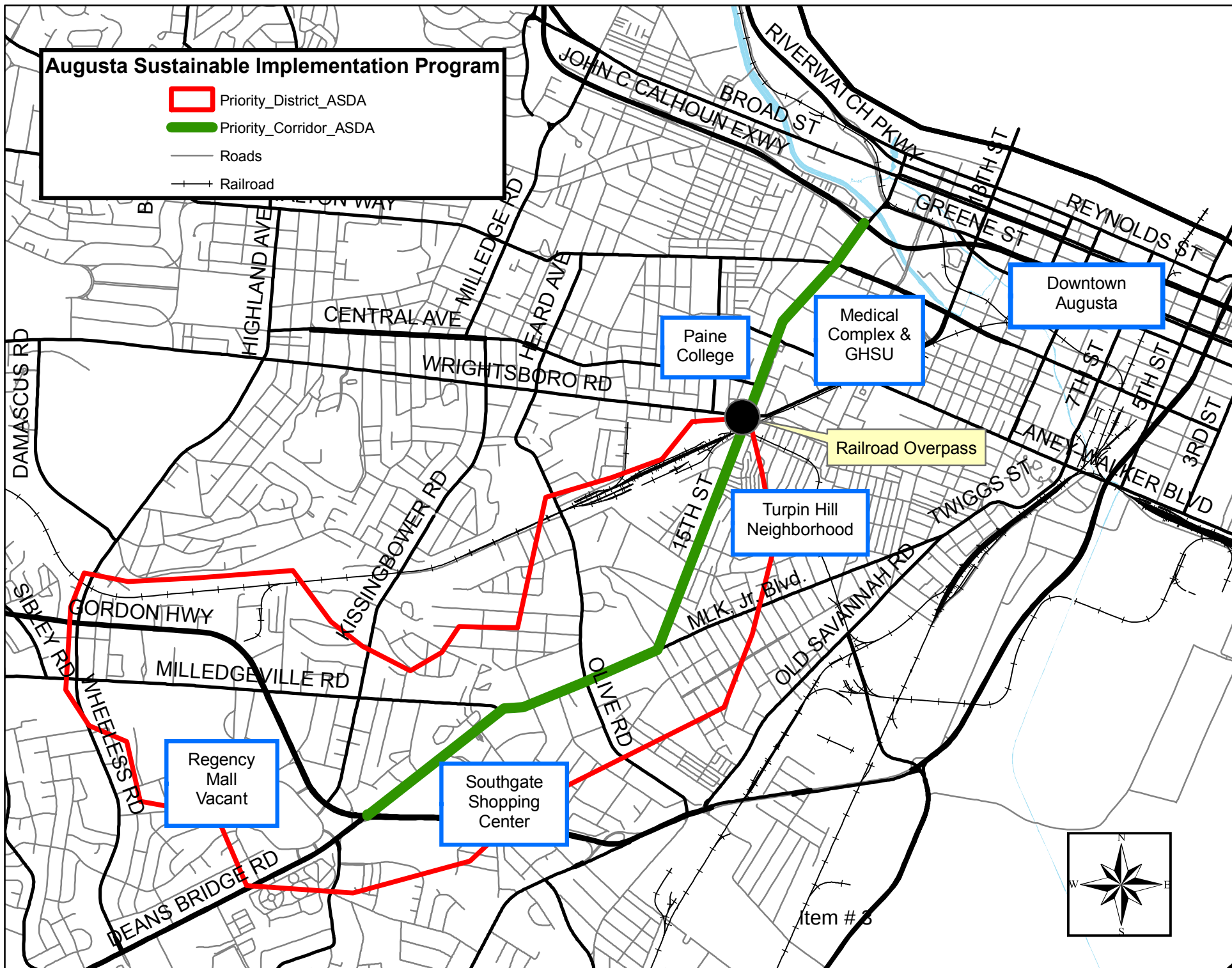
Augusta Sustainable Implementation Program

 Priority_District_ASDA

 Priority_Corridor_ASDA

 Roads

 Railroad



Item # 3

Request for Qualifications

Request for Qualifications will be received at this office until Tuesday, February 21, 2012 @ 3:00 p.m. for furnishing:

RFQ Item #12-114 Augusta Sustainable Development Implementation Program for Planning and Development Department

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

Geri A. Sams, Director
Augusta Procurement Department
530 Greene Street - Room 605
Augusta, Georgia 30901

RFQ documents may be viewed on the Augusta Georgia web site under the Procurement Department **ARCbid**. RFQ documents may be obtained at the office of the Augusta, GA Procurement Department, 530 Greene Street – Room 605, Augusta, GA 30901. **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 Monday, February 6, 2012 @ 5:00 P.M. No bid will be accepted by fax, all must be received by mail or hand delivered.**

No RFQ may be withdrawn for a period of 90 days after time has been called on the date of opening.

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 RFQ number on the outside of the envelope.

Bidders are cautioned that acquisition of RFQ documents through any source other than the office of the Procurement Department is not advisable. Acquisition of RFQ documents from unauthorized sources places the bidder at the risk of receiving incomplete or inaccurate information upon which to base his qualifications.

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle	January 12, 19, 26, February 2, 2012
Metro Courier	January 18, 2012

cc:	Tameka Allen	Deputy Administrator
	George Patty	Planning & Development
	Paul DeCamp	Planning & Development
	John Stout	Planning & Development

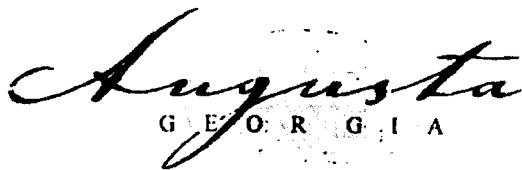
Revised: 8/15/2011

Cumulative Evaluation Sheet - RFP Item #12-114 - Phase II
Augusta Sustainable Development Implementation Program
for Augusta, Georgia – Planning & Zoning Department

Evaluation Criteria	PTS	Cranston Engineering Group PO Box 2546 452 Ellis Street Augusta, GA 30903-2546	Pond Company 3500 Parkway Lane Suite 600 Norcross, GA 30092	Tunnell Spangler Walsh & Associates 1389 Peachtree Street NE Suite 200 Atlanta, GA 30309-3091
1. Proposed Approach to the Project • Quality, Completeness and Clarity of the Approach • Scope and Extent of Public and Stakeholder Involvement	50	46.5	45.3	46.3
2. Training and Experience of Project Personnel • Disciplines Represented by Team Members • Team Members Experience on Similar Projects	40	37.3	36.0	38.0
3. Results of Interview / Presentation • Completeness of Presentation • Quality of Presentation • Response to Questions	10	9.3	8.5	9.0
Total	100	93.0	89.8	93.3

RFQ Item #12-114
Augusta Sustainable Development Implementation Program
for Augusta, Georgia - Planning & Development Department
RFQ Due: Tuesday, February 21, 2012 @ 3:00 p.m.

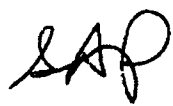
VENDORS	Attachment B	E-Verify #	Addendum	Original	8 Copies
AECOM One Midtown Plaza 1360 Peachtree St Suite 500 Atlanta, GA 30309	Yes	185233	Yes	Yes	Yes
Cranston Engineering Group PO Box 2546 452 Ellis Street Augusta, GA 30903-2546	Yes	JFOR7597	Yes	Yes	Yes
Genesis Group 9822 Tapestry Park Circle Suite 201 Jacksonville, FL 32246	Yes	447819	Yes	Yes	Yes
Pond Company 3500 Parkway Lane Suite 600 Norcross, GA 30092	Yes	175046	Yes	Yes	Yes
Tennell Spangler Walsh & Associates 1500 Peachtree Street NE Suite 200 Atlanta, GA 30309-3001	Yes	200000	Yes	Yes	Yes
Sizemore Group LLC 1700 Commerce Drive NW Atlanta, GA 30318	LATE				
The following vendors did not respond: Affiliated Research Economics / 1545 North Vedugo Road Suite 234 / Glendale, CA 91208 Asset Property Disposition Inc / 1109 Twelfth Street / Augusta, GA 30901 BP Barber / PO Box 1116 / 101 Research Drive / Columbia, SC 29202-1116 BRJ & Associates LLC / 3452 E Foothill Boulevard Suite 1100 / Pasadena, CA 31107-6030 Carol R Johnson Associates Inc / 115 Broad Street / Boston, MA 2110 CDM Smith / 3715 Northside Pkwy NW, Bldg. 300, Ste 400 / Atlanta, GA 30327-2806 CIVITAS / 1200 Bannock / Denver, CO 80204 Crandall Arambula / 520 SW Yamhill Roof Suite 4 / Portland, OR 97204 HKS / 191 Peachtree Street NE Suite 5000 / Atlanta, GA 30303 Jacobs Inc / 400 Colony Sq 1201 Peachtree St NE Ste 1905 / Atlanta, GA 30361 Kimley Horn & Associates / The Biltmore Suite 601 / 817 West Peachtree St NW / Atlanta, GA 30308 Market and Main / 386 Patterson Avenue SE / Atlanta, GA 30316 Melaver McIntosh / 114 Barnard Street / Savannah, GA 31401 Patrick Environmental Group Inc / 818 Forest Ridge / Augusta, GA 30906 Perkins and Will / 1315 Peachtree Street NE / Atlanta, GA 30309 Pond /ECOS / 834 Inman Village Parkway Suite 100 / Atlanta, GA 30307 Robert and Company / 229 Peachtree Street NE / International Tower Ste 2000 / Atlanta, GA 30303 ShieldsDESIGN LLC / One Charles Street South 12D / Boston, MA 02116-5450 URS Corporation / 1000 Abernathy Road NE Suite 900 / Atlanta, GA 30328 Wilbur Smith Associates / 2835 Brandywine Road Suite 400 / Atlanta, GA 30341 WR Toole Engineers Inc / 1005 Broad Street Suite 200 / Augusta, GA 30901					



AUGUSTA PLANNING AND DEVELOPMENT DEPARTMENT
GEORGE A. PATTY
DIRECTOR
525 TELFAIR STREET
AUGUSTA, GEORGIA 30901
PHONE: (706) 821-1796
FAX: (706) 821-1806
www.AugustaGA.gov

MEMORANDUM

TO: Geri Sams, Procurement Director

FROM: George A. Patty, Planning and Development Director 

DATE: April 2, 2012

RE: Consultant Selection - RFP #12-114
Augusta Sustainable Development Implementation Program

The consultant selection committee recommends that contract negotiations be initiated with Tunnell-Spangler-Walsh & Associates for the referenced project. The recommendation is based on the cumulative scores for the three (3) short-listed firms interviewed on March 27, 2012. The attached cumulative scores for the firms are based on their proposed approach to the project, the training and experience of the proposed project personnel, references and the results of their interviews.

On behalf of the committee, I want to thank you and your department for your assistance on this project. Please contact Paul DeCamp if you have any questions about the committee's recommendation.

PTD/s

ENC

Cc: Phyllis Mills
Nancy Williams
Paul DeCamp
John Stout

**Cumulative Evaluation Sheet - RFP Item #12-114 - Phase II
Augusta Sustainable Development Implementation Program
for Augusta, Georgia – Planning & Zoning Department**

Evaluation Criteria	PTS	Cranston Engineering Group PO Box 2546 452 Ellis Street Augusta, GA 30903-2546	Pond Company 3500 Parkway Lane Suite 600 Norcross, GA 30092	Tunnell Spangler Walsh & Associates 1389 Peachtree Street NE Suite 200 Atlanta, GA 30309-3091
1. Proposed Approach to the Project • Quality, Completeness and Clarity of the Approach • Scope and Extent of Public and Stakeholder Involvement	50	46.5	45.3	46.3
2. Training and Experience of Project Personnel • Disciplines Represented by Team Members • Team Members Experience on Similar Projects	40	37.3	36.0	38.0
3. Results of Interview / Presentation • Completeness of Presentation • Quality of Presentation • Response to Questions	10	9.3	8.5	9.0
Total	100	93.0	89.8	93.3

Planholders List - Onvia DemandStar

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User: Mills, Phyllis

Organization:

City of Augusta, GA (Augusta Commission)

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)

Bid Number RFQ-12-114-0-2012/PJM

Bid Name Augusta Sustainable Development Implementation Program

1 Document(s) found for this bid

27 Planholder(s) found.

Add Planholder

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
AECOM Design + Planning	4078436552	4078391789	1			Documents
Arcadis U.S.	0000000000	0000000000	1			Documents
Bay Area Economics	5105479380	5105479388	1			Documents
BBPA LLC.	4102667800	4102667866	1	1. Small Business		Documents
Clarion Associates	3038302890	3038601809	1			Documents
Clemons Rutherford & Assoc Inc	8503856153	8503868420	1			Documents
Construction Journal, Ltd.	8007855165	8005817204	1			Documents
DCR Engineering Services, Inc.	8635599687	8634288036	1			Documents
Environmental Consulting & Technology, Inc.	3522483323	1111111111	1			Documents
Environmental Services, Inc.	9044702200	9044702112	1	1. Woman Owned		Documents

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Organization:

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Build Broadcast List

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Member Name City of Augusta, GA (Augusta Commission)

Bid Number RFQ-12-114-0-2012/PJM

Bid Name Augusta Sustainable Development Implementation Program

1 Document(s) found for this bid

27 Planholder(s) found.

Add Planholder

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
Genesis Group, Inc.	8136204500	8506813600	1			Documents
H2Engineering, Inc.	8502247922	8502245876	1			Documents
HW Lochner	3123727346	1234123456	1			Documents
Kimley-Horn	9196772000	9196772050	1			Documents
McCall & Associates, Inc.	2292422551	2292448358	1			Documents
Michael Baker Corporation	8005531153	7574630503	1			Documents
PGAL	5619884002	5619883002	1			Documents
Prosser Hallock, Inc. Planners And Engineers	9047393655	9047303413	1			Documents
Public Consulting Group, Inc.	6174262026	6174264632	1			Documents
Renaissance Planning Group	4074870061	4074870058	1			Documents

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Bid Number RFQ-12-114-0-2012/PJM

Bid Name Augusta Sustainable Development Implementation Program

1 Document(s) found for this bid

27 Planholder(s) found.

Add Planholder

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
Shaw Environmental and Infrastructure, Inc.	4072873223	4072873201	1			Documents
Simplex Grinnell	8134659848	0000000000	1			Documents
Sizemore Group	4046050690	4046050890	1			Documents
Stantec	2396494040	2392636422	1			Documents
STRATEGIC PLANNING GROUP INC.	9043390150	9999999999	1			Documents
URS Corporation - Transportation	6788088800	6788088400	1			Documents
Wharton-Smith, Inc.	4073218410	4073301092	1			Documents

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Item # 3

BIDDERS LIST

BID ITEM # 12-114 COST \$ 0

#	COMPANY'S NAME & CONTACT PERSON	COMPLETE MAILING ADDRESS TELEPHONE & FAX NUMBERS	DATE	SPEC #	INITIALS	MAILED BY
1	Duncan L. Ross Prosser Hallock 13901 Sutton Park Dr South, Ste 200 Jacksonville, FL 32224 904.739.3655 x183 904.730.3413 Fax		2/13/12		SP	U.S. Mail
2						
3						
4						
5						
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11						
12						

Item # 3

Bidders List

Bid Item # 12-114 Cost \$ 0

#	Company Name	Complete Mailing Address	Date	Spec. #	Initials	Mailed by
1	Mary Alice Van Sickle C R J A		1/17/12		SP	U.S. Mail
2	Carol R Johnson Associates Inc 115 Broad Street Boston MA 02110 D: 617.896.2650 T: 617.896.2500 F: 617.896.2340					
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RFQ Item #12-114

**Augusta Sustainable Development Implementation Program
for Planning and Development Department**
RFQ Due: Tuesday, February 21, 2012 @ 3:00 p.m.

Company Name	First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP Code
AECOM	Ellen	Heath	One Midtown Plaza 1380 Peachtree St	Suite 500	Atlanta	GA	30309
Affiliated Research Economics	Liliya	Urena	1545 North Vedugo Road	Suite 234	Glendale	CA	91208
Asset Property Disposition Inc	O Jesse	Wiles	1109 Twelfth Street		Augusta	GA	30901
BP Barber	Ernie	Boughman	PO Box 1116	101 Research Drive	Columbia	SC	29202-1116
BRJ & Associates LLC	Johnna	Beeson	3452 E Foothill Boulevard	Suite 1100	Pasadena	CA	31107-6030
Carol R Johnson Associates Inc	Sean	Vashington	524 S Gay Street Suite 201		Knoxville	TN	37902
Carol R Johnson Associates Inc	Mary Alice	Van Sickle	115 Broad Street		Boston	MA	2110
CIVITAS	Ilana	Fowler	1200 Barnock		Denver	CO	80204
Crandall Arambula	Debbie	Ames	520 SW Yamhill	Roof Suite 4	Portland	OR	97204
Cranston Engineering Group	Tom	Robertson	PO Box 2546	452 Ellis Street	Augusta	GA	30903-2546
Genesis Group	G. Brian	Wheeler	9822 Tapestry Park Circle	Suite 201	Jacksonville	FL	32246
HKS	Robert	Farrow	191 Peachtree Street NE	Suite 5000	Atlanta	GA	30303
Jacobs Inc	Gary	Cornell	400 Colony Sq 1201 Peachtree St NE	Suite 1905	Atlanta	GA	30361
Kimley Horn & Associates	Sean H	Coleman	The Biltmore Suite 601	817 West Peachtree St NW	Atlanta	GA	30308
Market and Main	Aaron	Fortner	386 Patterson Avenue SE		Atlanta	GA	30316
Melaver McIntosh	Patty	McIntosh	114 Barnard Street		Savannah	GA	31401
Patrick Environmental Group Inc	T. E.	Patrick	818 Forest Ridge		Augusta	GA	30906
Perkins and Will	David	Green	1315 Peachtree Street NE		Atlanta	GA	30309
Pond /ECOS	Kerry	Blind	834 Inman Village Parkway		Atlanta	GA	30307
Pond Company	R. Brian	Boick	3500 Parkway Lane	Suite 100	Norcross	GA	30092
Robert and Company	James	Coltran	229 Peachtree Street NE	International Tower Ste 2000	Atlanta	GA	30303
ShieldsDESIGN LLC	John	Shields	One Charles Street South	12D	Boston	MA	02116-5450
Sizeamore Group LLC	William J.	de St. Aubin	1700 Commerce Drive NW		Atlanta	GA	30318
Tunnell Spangler Walsh & Associates	Adam	Williamson	1389 Peachtree Street NE	Suite 200	Atlanta	GA	30309-3091
URS Corporation	Mickey	O'Brien	1000 Abernathy Road NE	Suite 900	Atlanta	GA	30328
Wilbur Smith Associates	Robert W.	Bowers, Jr.	2835 Brandywine Road	Suite 400	Atlanta	GA	30341
WR Toole Engineers Inc	Rick	Toole	1005 Broad Street	Suite 200	Augusta	GA	30901
Planning & Development	George	Patty					
Planning & Development	Paul	DeCamp					
Planning & Development	John	Stout					
LSB	Yvonne	Gentry					

Item # 3

Augusta Sustainable Development Implk RFQ Item #12-114

for Planning & Development Dept

RFQ Due: Tue 2/21/12 @ 3:00 p.m.

FYI: Process Regarding Request for Qualifications

Sec. 1-10-47. Request for qualifications; pre-qualifications of contractors.

- (a) The Procurement Director, in consultation with the Administrator and using agency head may determine that it shall be in the best interest of Augusta, Georgia to pre-qualify offerors for contracts of a particular type. The imposed standards shall be met by any contractor who wishes submit a bid or proposal for the subject project. The contractor shall submit required data in order to obtain a fair and impartial determination of whether the pre-qualification standards have been met. When pre-qualification is required, only those contractors who submit the required pre-qualification information and who are actually pre-qualified to submit a bid or proposal for the proposed solicitation.
- (b) *Public notice.* Public notice of pre-qualification shall be given in the same manner as provided in section 1-10-50 (c).
- (c) *Pre-qualification standards.* The Procurement Director and affected using agency heads shall review all information submitted by the suppliers and, if necessary, require additional information. The standards set for pre-qualification shall include but not be limited to factors set forth in section 1-10-50-Sealed Bids; Bid Acceptance and Bid Evaluation or section 1-10-52-Sealed Proposals; Evaluation and Selection. If the Procurement Director and Administrator determine that the contractor meets all standards, then the contractor shall be so pre-qualified. The contractor shall be notified in writing.
- (d) *Failure to pre-qualify.* Should a contractor not be pre-qualified, appropriate written notice shall be sent and the contractor may appeal such determination as provided in Article 9.
- (e) In no instance shall a contract be awarded from the solicitation of request for qualifications.

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.

FYI: Process Regarding Request for Qualifications

- (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.

FYI: Process Regarding Request for Qualifications

- (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;

FYI: Process Regarding Request for Qualifications

- (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
5/29/2012 1:05 PM
Department of the Navy Lease**

Department: Clerk of Commission

Caption: Motion to approve the renewal of the Lease between Augusta, Ga. and the Department of the Navy for the property located at the Navy Operational Support Command for the term of July 1, 2012 through June 30, 2013.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



DEPARTMENT OF THE NAVY
Naval Facilities Engineering Command Southeast
Jacksonville, FL 32212-0030

11011
Ser OPDBSR/325
April 24, 2012

City of Augusta
Clerk of Commission
530 Greene Street, Room 806
Augusta, GA 30901

SUBJECT: RENEWAL OF GOVERNMENT NO-COST LEASE NOY(R)-40226
PERMITTING NAVY USE OF PROPERTY TO SUPPORT NAVY
OPERATIONAL SUPPORT COMMAND (NOSC) AUGUSTA

Dear Sir or Madam:

Notice is hereby given that the Government desires to renew the subject lease for use of property located at the Navy Operational Support Center Augusta for the term of 1 July 2012 through 30 June 2013.

Our point of contact is Ms. Sue Romanelli, Realty Specialist, Naval Facilities Engineering Command Southeast, Box 30A, Building 135N, Jacksonville, Florida 32212-0030, and can be reached at (904) 542-6153 or susan.romanelli@navy.mil.

Sincerely,

A handwritten signature in black ink, appearing to read "Timothy T. Yonce", is written over a horizontal line.

TIMOTHY T. YONCE
Real Estate Contracting Officer

Copy to: Commanding Officer, NSB Kings Bay
Commanding Officer, NOSC Augusta
Public Works Officer, NSB Kings Bay



**Administrative Services Committee Meeting
5/29/2012 1:05 PM
Freedom's Path Project - Charlie Norwood VAMC Campus**

Department: Clerk of Commission

Caption: Consider a request from Communities for Veterans for approval of Resolutions of Support for Freedom's Path Projects I and II located on the Charlie Norwood VA Medical Center campus.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:

FREEDOM'S PATH AUGUSTA, GEORGIA Project Description

The Freedom's Path project plan entails the redevelopment of two buildings on the site of the Charlie Norwood VA Medical Center in Augusta, Georgia under an Enhanced Use Lease with the U.S. Department of Veterans Affairs. The genesis for the Freedom's Path project began in May 2009 when Affordable Housing Solutions, Inc. submitted a response to a Department of Veterans Affairs RFP for the utilization of 11.5 acres of land and two historic buildings on the Augusta campus for the purpose of housing homeless veterans. The larger of the two buildings will be redeveloped as 50 units of permanent supportive housing and the smaller will be redeveloped as 20 units of first step housing for homeless veterans.

Building 7 is a single story structure which contains approximately 12,000 square feet. Built in 1923 as a tuberculosis ward and later used as a nursing home, the building retains its original six-over-six double hung windows which lit the south facing corridors once used as sleeping porches. This building has been vacant for 20 years and will be redeveloped for use as 20 units of studio-type housing for homeless veterans. Each studio unit will contain approximately 350 square feet, a private bathroom and full kitchen facilities including sink, stove and refrigerator. The building will include a community room/dining room, full commercial kitchen where daily meals will be prepared, a computer center and laundry room.

Freedom's Path Building 76 was built in 1945 as a psychiatric hospital and contains approximately 64,000 square feet. It is an H-shaped 3 story structure built of brick with pre-cast concrete studs. The redeveloped building will contain 50 one bedroom, one bath units of approximately 700 square feet. Each unit will include central heat and air conditioning and a complete kitchen which includes a dishwasher, microwave, refrigerator and range. The units will provide for independent supportive housing with traditional amenities including an outdoor pavillion/picnic area, fountain/garden area, technology/computer center, fitness center, and community TV lounge with a warming kitchen.

Both buildings 7 and 76 will also have office space for staff, and smaller rooms for counseling and private meetings. The maximum stay in the 20 unit community will be two years, while the 50 unit building is geared to permanent housing, with no limitation on residency tenure. Rental rates will range from \$525 to \$605 per month.

The development team selected by the VA for the Freedom's Path project includes two Georgia based non-profit organizations; Affordable Housing Solutions, Inc. and Hope House, Inc. Hope House has been operating in Augusta, Georgia for almost 20 years, providing services to homeless individuals and families, primarily dealing with mental illness and substance abuse challenges. Affordable Housing Solutions is an Atlanta based affordable housing developer that has developed or co-developed 700 units of affordable housing in 11 projects in Georgia, Alabama, Tennessee, and South Carolina. Additionally, the two non-profits have retained the consulting services of the Cooperative Resource Center, Inc., also a Georgia based non-profit housing developer led by Craig Taylor and Beneficial Communities.

The above referenced development team was selected by the VA as the Developer for this project through an Enhanced Use Lease. Subsequent to the selection of AHS and Hope House as the development team, extensive coordination has been developed and maintained between the developers and the Department of Veterans Affairs. In so doing, the project has garnered widespread community and national support and is poised to create a model which can be replicated nationally.

The Freedom's Path building plans have been designed to ensure that the maximum benefit can be derived from "green" building techniques and implementation, with the end product being LEED certified structures. Both buildings will be renovated in accordance with Georgia Office of Historic Preservation and U. S. Department of the Interior requirements for historic preservation tax credit qualification.

Ray and Ellis Consulting, Inc. has been retained to prepare and submit the National Park Service Historic Preservation Certification application for the building. The Part 1 certification has been approved indicating the eligibility of the buildings. The Part 2 Certification application has been approved by the state and is currently under review by the National Park Service. Stephanie Ferrell, FAIA has also been retained to manage the design and construction processes to ensure Part 3 Certification.

The project architect is the firm of Morton Gruber and Associates, an Atlanta, Georgia based company with extensive experience in designing historic redevelopments, and publicly funded projects.

The property management duties will be handled by United Properites, an Augusta based management company that currently provides management services to Hope House's 42-unit transitional community for women with children. As such, the company has a strong experience record and commitment to providing the type of management services that are unique to transitional and special needs housing. Operationally, duties at the property will be separated between property management functions (such as repairs and maintenance, enforcement of house rules, collection of payments, and supervision of management staff), and those of the support services, which will be coordinated by Freedom's Path staff and provided directly through community service agencies and the VA Medical Center.

The total cost of the project is approximately \$10.2 million. Financing for the 50 unit permanent supportive housing community will be derived from a \$5.5 million deferred payment HOME loan from the State of Georgia under the Permanent Supportive Housing Program and Federal and State Historic Tax Credits. Project financing for the transitional facility is also in place and includes a \$961,000 deferred loan from the Georgia Housing Trust Fund for the Homeless, a \$356,000 capital grant from the Veterans Administration's Grant and Per Diem program, and Federal and State Historic Tax Credits. Asbestos and lead paint abatement, and all site related work will be funded through a \$750,000 Military Contracting grant provided through the VA. The Augusta Housing Authority will provide Project Based Rental Assistance vouchers for both buildings. Construction of the Freedom's Path project is planned to begin in Summer 2012 with completion and initial occupancy anticipated in Fall of 2013.

Augusta Veterans Residences Limited Partnership Freedom's Path II Project Summary

Project Overview

The Augusta Veterans Residences project involves the rehabilitation of Building 18 on the site of the Charlie Norwood VA Medical Center Campus into 28 studio apartment units to independently house post 9/11 disabled Veterans adjusting to physical disabilities (e.g. mobility impairment or site loss), traumatic brain injuries (TBI) and Post Traumatic Stress Disorder (PTSD). The target population to receive priority placement in the project is single, disabled Veterans.

Building 18 is a four story building in fair physical condition with an existing layout well-suited to conversion to a 28 unit studio apartment configuration.

The age of the building qualifies it for Historic Certification by the National Park Service which is supported by the local preservation organization, Historic Augusta, Inc.

The Project Design will incorporate 4 studio units on the first floor and 8 studio units per floor on floors two through four, with additional community space on all floors. Each floor will be served by a fully accessible elevator. The studio units will range from about 500 square feet to slightly over 600 square feet, and will include a fully equipped kitchen with a refrigerator, electric range, microwave oven, carpeting, window blinds, central heat and air conditioning, a security system and emergency call buttons. Each unit will be furnished with a bed, nightstand, table and chairs and seating area. All 28 units will be equipped for handicap accessibility and will incorporate lowered cabinetry and light switches, widened doorways, bathroom grab bars and roll in showers or adapted tubs among other features.

Community amenities will include on-site management, a fitness center equipped with accessible and adapted equipment, community/game room, laundry room and library/technology center. Private group meeting and support services rooms will also be provided for legal consultations, counseling and other services.

The proposed funding for the project includes eligibility for Project Based Rental Assistance (PBRA) through the Augusta Housing Authority--VASH Vouchers, and/or through the HUD 811 program. This will allow the project to collect the full level of rental income, but subsidize the rent paid by Veterans so that no resident will pay more than 30% of his or her income for rent. The overall project cost is about \$2.7 million.

The Augusta Veterans Residences project will be financed through multiple layers of funding sources. These include a HUD Section 811 Supportive Housing for Persons with Disabilities capital advance, Federal and State Historic Tax Credit equity, Low Income Housing Tax Credit equity, and a Federal Home Loan Bank Direct Subsidy.

The use of Historic and Low Income Tax Credits requires the formation of a limited partnership, and the placement of 99.99% of the ownership in that partnership with the buyer of the tax credits for a period of 5 years. This is the structure planned for the project. The General Partner for the project will be a single purpose entity controlled by Beneficial Augusta Veteran Residences LLC. The sole member of the General Partner will be Communities for Veterans LLC. This GP entity will guide the development and operations of the project through the project principals.

Tax credit funding is usually placed into the project over time, with a small payment made at closing (typically 10% of the total), other payments made during construction and at construction completion (typically 15% to 25% of the total), and the final payment made when the project is fully occupied and operating at planned performance levels. This staged pay-in requires the use of interim or "bridge" funding, generally provided by a conventional lender. When the final equity is placed in the project, this funding is repaid. This financing structure has been modeled for the project.

The total operating revenue for the project will be derived from the rental income from the residents. It is expected that 25 % of the project will receive project based rental assistance (PBRA) as a part of the HUD 811 funding which will cover the difference between the operating costs and any tenant contribution toward rent. No resident will pay more than 30% of his or her income for housing. It is typical that a well managed and operated project will require about \$350 per unit per month for operating costs. With rental levels projected at \$525 per unit per month, the project will have a significant cushion of cash flow to ensure effective operations. This cash flow will be used to fund services. All of the rental levels will be affordable to residents who have incomes at or below 50% of the area median income. There will not be any market rate units.

Rental Structure: 28 Studios (avg. 550 s.f.) @ \$525 per month

Communities for Veterans, LLC will be the Developer of the project. This entity is a joint venture amount three companies: Affordable Housing Solutions, Inc (a Georgia not-for-profit), Beneficial Communities, a regional for-profit developer, and CORE Construction, a national construction company. More about these entities can be found on the Communities for Veterans web page (www.cfveterans.com).

Lena Bonner

From: Craig Taylor <ctaylor@cfveterans.com>
Sent: Monday, May 21, 2012 2:44 PM
To: Lena Bonner
Subject: RE: Freedom's Path Project in Augusta, Charlie Norwood VAMC Campus

Ms. Bonner:

Thanks. I was on a conference call and could not take your call. Sorry I missed you.

We are requesting to be placed on the council agenda to be considered for Resolutions of Support for two separate projects, both located on the Charlie Norwood VA Medical Center campus. One the Council is very familiar with, the Freedom's Path Project, which was a contentious project a couple of years ago relative to zoning. We are close to having that project ready to go, but are concerned that the Georgia DCA may yet withdraw its funding commitment. In response, we want to hedge the risk to this project by being prepared to submit a tax credit application, due June 14. This request is pursuant to that goal.

Separately, we are attempting to redevelop another building on the campus, called Building 18 (Freedom's Path II), to house 28 Veterans who have been wounded in action and are recovering, but need housing. This too would be a tax credit application but separate from the above application.

I have to leave for a 3 PM meeting, so will send info tomorrow.

Again, thanks.

Craig Taylor
 Communities for Veterans
 678-232-0015

From: Lena Bonner [mailto:lbonner@augustaga.gov]
Sent: Monday, May 21, 2012 2:27 PM
To: Craig Taylor
Subject: RE: Freedom's Path Project in Augusta, Charlie Norwood VAMC Campus

Mr. Taylor,

I've returned your call, however, you were unavailable and I left a message. Staff informed me that you were calling regarding this communication and you would like to be placed on the May 29th Administrative Services Committee meeting agenda. Please send me a written request-requesting to be placed on the agenda, which should include the topic of discussion and I would suggest that you also include any additional information you have regarding the project that may support your request and give the committee insight.

Lena Bonner

From: Craig Taylor [mailto:ctaylor@cfveterans.com]
Sent: Wednesday, May 09, 2012 12:04 PM
To: George Patty
Cc: 'Judith Caira'; 'Karen Saltzman'; Lena Bonner
Subject: RE: Freedom's Path Project in Augusta, Charlie Norwood VAMC Campus

Thanks. We will start working on it.



**Administrative Services Committee Meeting
5/29/2012 1:05 PM
Minutes**

Department: Clerk of Commission

Caption: Motion to approve the minutes of the Administrative Services Committee held on April 23, 2012.

Background:

Analysis:

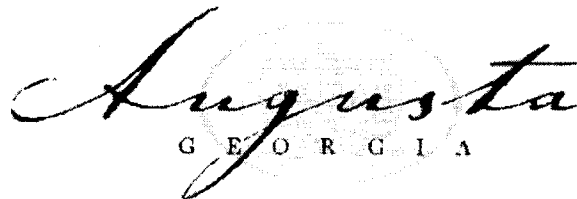
Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting Commission Chamber - 4/23/2012

ATTENDANCE:

Present: Hons. Deke Copenhaver, Mayor; Lockett, Chairman; Aitken, Vice Chairman; Mason, member.
Absent: Hon. Brigham, member.

ADMINISTRATIVE SERVICES

1. Consider approval of the final negotiated contract with Automatic Data Processing (ADP). (Deferred from the April 17, 2012 Commission Meeting) **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Deny	Motion to deny the contract and approve tasking the Administrator to bring back at the first Commission meeting in June a path forward regarding the internal operations of the Human Resources Department. Motion Passes 3-0.	Commissioner Alvin Mason	Commissioner Matt Aitken	Passes

2. Discuss Amendment to the 2011 Action Plan due to an increase in Fiscal Year 2011 allocation for the Emergency Shelter Grant (ESG) Programs. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Motion to approve with a 30-day comment period and come back to the	Commissioner	Commissioner	

Commission on June 5 for Alvin Mason Matt Aitken
Approve final approval. Passes
Motion Passes 3-0.

www.augustaga.gov