



Administrative Services Committee Commission Chamber- 7/29/2013- 1:05 PM
Meeting

ADMINISTRATIVE SERVICES

1. Motion to approve one (1) annual bid item. The item requires ☐ Attachments
Commission approval due to the fact that purchases on the individual item \$25,000.00 per order.
2. Discuss Commission's authorized directives. (Requested by ☐ Attachments
Commissioner Marion Williams) (Referred from July 16 Commission meeting)
3. Consider for approval presentation by Mr. Ellis Albright of the ☐ Attachments
CSRA Business League regarding minority, women and disadvantaged businesses. (Referred from July 16 Commission meeting)
4. Discuss evaluation process for Commission's direct reports. ☐ Attachments
(Requested by Commissioner Marion Williams) (Referred from July 16 Commission meeting)
5. Motion to approve the minutes of the Administrative Services ☐ Attachments
Committee held on July 8, 2013.

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Administrative Services Committee Meeting
7/29/2013 1:05 PM
Annual Bid Items for Fire Department

Department:

Caption: Motion to approve one (1) annual bid item. The item requires Commission approval due to the fact that purchases on the individual item \$25,000.00 per order.

Background: The following annual bid item requires Commission Approval: 13-038 Firefighter Work Uniforms.

Analysis: Each item was bid through the sealed bid process as directed in the Augusta Procurement Code. The Fire Department reviewed the submittals and also requested to view samples of the items. The Fire Department submitted the recommendation of award to the Procurement Department for the award of this item.

Financial Impact: The Fire Department is responsible for the purchase of the items listed on the bid.

Alternatives: Not to award the item and require the Fire Department to either rebid the item or purchase the individual items following the purchasing guidelines as listed in the Augusta Procurement Code for each individual purchase.

Recommendation: Approve the recommendation as submitted by the Fire Department.

**Funds are Available
in the Following
Accounts:** 274-03-4110/5311410

REVIEWED AND APPROVED BY:

Finance.
Law.

Cover Memo

Item # 1

**Administrator.
Clerk of Commission**

PROCUREMENT SOURCE SELECTION METHODS AND CONTRACT AWARDS

Sec. 1-10-48. Generally.

The following sections provide detailed information concerning the use of the seven (7) source selection methods available for use for the procurement of commodities, services and construction products for Augusta, Georgia. The seven methods are: (1) sealed bids, (2) sealed proposals, (3) special services, (4) quotations or informal bids, (5) sole source, (6) emergency procurement and (7) annual contracts.

Purpose. A significant portion of the Augusta, Georgia Annual Budget is committed each year to various purchase contracts such as raw materials, equipment, equipment parts or components, general supplies, and professional and non-professional services. Therefore, it is essential that maximum value be obtained for each public tax dollar spent. A proven technique for obtaining this goal is through the annual bid contract process,

Sec. 1-10-58. Annual contracts.

Upon approval of an annual contract by the Board of Commissioners (or the Administrator for annual bids of up to \$25,000), any using agency may order supplies or services under such annual contract as needed up to the maximum amount approved in the annual bid.

Purchases on the following annual bid items will exceed \$25,000.00 per order:

	Department	Description	Recommended Vendors	Local Vendors
13-038	Fire Department	Firefighter Work Uniforms and Accessories	Uniforms by John Artistic Design	Uniforms by John Artistic Design

Invitation to Bid

Sealed bids will be received at this office on Tuesday, March 26, 2013 @ 11:00 a.m. for furnishing:

Bid Item 12-038 Firefighter Work Uniforms and Accessories for Fire Department

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

Gerri A. Sams
Procurement Department
530 Greene Street - Room 605
Augusta, Georgia 30901
706-821-2422

Bid documents may be viewed on the Augusta, Georgia web site under the Procurement Department **ARCbid**. Bid documents may be obtained at the office of the Augusta, GA Procurement Department, 530 Greene Street – Room 605, Augusta, GA 30901. Documents may be examined during regular business hours at the offices of Augusta, GA Procurement Department.

A Mandatory Pre Bid Conference will be held on Friday, March 8, 2013 @ 10:00 a.m. in the Procurement Department, 530 Greene Street, Room 605. 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, March 11, 2013 @ 5:00 p.m. No bid will be accepted by fax, all must be received by mail or hand delivered.

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

No Bid 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 BID number on the outside of the envelope.

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

GERI A. SAMS, Procurement Director

Augusta Chronicle February 14, 21, 28, March 7, 2013
Metro Courier February 20, 2013

cc: Tameka Allen Deputy Administrator
 Christopher James Fire Department

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)

Bid Number ITB-13-038-0-2013/PJM

Bid Name Firefighter Work Uniforms & Accessories

9 Planholder(s) found.

Supplier Name ▲	City	State	Phone	Fax
Custom Prints	Edgewater	FL	3866891653	8886786790
Dana Safety Supply, Inc.	Greensboro	NC	3368545536	3368543884
DesignLab, Inc.	Greenville	SC	4076492099	8642977198
Elbeco Incorporated	Reading	PA	6109210651	6109210651
GT Distributors, Inc.	Austin	TX	5124518298	5124536149
Lawmen's and Shooters' Supply, Inc.	Vero Beach	FL	7725698700	7725692955
Onvia, Inc. - Content Department	Seattle	WA	2063739500	8882637801
Stroud Safety Apparel	Stroud	OK	8883415831	9189680754
Witmer Public Safety Group, Inc.	Coatesville	PA	8008526088	8883359800

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Item # 1

Bid Item #13-038
Firefighter Uniforms Accessories
for Fire Department
Bid Due: Tuesday, March 26, 2013 @ 11:00 a.m.

Company Name	First Name	Last Name	Address Line 1	Add 2	City	State	ZIP Code
Command Uniforms b	Johnny	Hoover	511 Broad Street		Augusta	GA	30901
Artistic Designs			1809 Gordon Highway		Augusta	GA	30901
Pipeline Work			3843 Wrightsboro Road		Augusta	GA	30909
Uniformal Unlimited	Waynes	Howard	2047 Martin Luther King Blvd		Augusta	GA	30901
Uniforms Unlimited			850 Prince Avenue		Athens	GA	30606
Gulf State Distributors			6000 E. Shirley Lane		Montgomery	AL	36117
Sidneys Dept Store & Uniform			558 Broad Street		Augusta	GA	30901
Smyrna Police Distributors	Claire	Galloway	630 Windy Hill Road		Smyrna	GA	30080
Quartermaster	Kofi	Bass	17600 Fabric Way		Cerritos	CA	90703
Keffe Supplyl	Derek	Harless	1371 Tradeport Dr	#101	Jacksonville	FL	32218
BSA Buccaneer Supply			1919 Tubman Home Road		Augusta	GA	30906
Riverside Uniforms	Laura	Kirschner	P. O. Box 590		Griffin	GA	30224
Martins Uniforms			4040 Shirley Drive		Atlanta	GA	30336
International Uniforms			1216 Broad Street		Augusta	GA	30901
Universal Police Supply Co			2090 E. University Drive	#111	Tempe	AZ	85281
Stitches Unlimited			114-B Davis Road		Martinez	GA	30907
String Group			37 Trinity Place		Hewlett	NY	11357
Southern Comfort			915 Broad Street		Augusta	GA	30901
Universal Company			1230-32 Broad Street		Augusta	GA	30902

Bid Item #13-038
 Firefighter Uniforms Accessories
 for Fire Department
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Company Name	First Name	Last Name	Address Line 1	Add 2	City	State	ZIP Code
Fechheimer Bros	Bill	Spangler	119 Blairwood Ct		Lebanon	TN	37087
Thorogood FTW	Norman	Strickland	1019 Mayday Road		Lake Park	GA	31636
Eagle Corp Services	Evelyn	Allen	27 Butternut Ct		Aiken	SC	29803
Lehigh Shoes			131 Harbison Blvd		Columbia	SC	29212
MTS Safety Products			P. O. Box 204		Athens	MS	38847
Southern Eastern Public Safety			1241 Indian Trail		Norcross	GA	30093
Flying Cross	Bill	Spangler	119 Blairwood Court		Lebanon	TN	37087
Cintas	Tom	Gracey	529 Laney Walker Blvd Ext		Augusta	GA	30901
Body Guard Gear LLC	Greg	White	3810 St. Johns Pkwy		Sanford	FL	32771
Supremen Sales Co	Ralph	Lovell	P. O. Box 25067		Atlanta	GA	30325
Uniforms 911			1063 Baxter Street		Athens	GA	30606
Uniforms Manufacturi	Lawrence	Tucker	P. O. Box 12716		Scottsdale	AZ	267-2716
Fire Department	Chris	James	Deans Bridge Road				
Fire Department	Lea	Rigdon	Deans Bridge Road				
LSBOP	Yvonne	Gentry	3rd Floor Municipal Building				
Bid Item 13-038 Firefighter Uniforms & Accessories for Fire Department							
Item #							

Mandatory Pre-Bid Conference
 Bid Item #13-038
 Firefighter Work Uniforms and Accessories
 For the City of Augusta – Fire Department
 Friday, March 8, 2013 at 10:00 a.m.

PLEASE PRINT

NAME	COMPANY/DEPT.	ADDRESS/CITY/STATE/ZIP CODE	TELEPHONE NUMBER	FAX NUMBER	Prime/Sub/
1. Bill Murray	Artistic Design & Construction	1808 Gordon Hwy Augusta, GA 30904	706-738-2967	706-737-9793	
2. Rich Otte	Artistic Design & Construction	1808 Gordon Hwy Augusta, GA 30904	706-738-2967	706-737-9793	
3. Norman Strickland	Therogood Shoes	1019 Mayday Rd Lake Park, GA 31636	229-563-7463	229-247 7463	
4. Harmon Brown	Fire Dept	3117 Deansbridge Rd Augusta, GA 30906	706-821-2906	706-821-2907	
5. Johnny Hoover	Up. Arms to John	568 Broad St Augusta, GA 30901	706-722-1500	843-665411	
6. Lea Rigdon	Fire	3117 Deans Bridge Rd Augusta, GA 30906	706-821-2933 821-2933	706-821-2907	
7. Darrell White	Procurement		706 821-2423	706 821-2811	
8. Phyllis Johnson	Procurement		706 821-2888	706 821-2811	
9.					
10.					
11.					
12.					

Item # 1

Bid Item #13-038**Firefighter Work Uniforms and Accessories
for the City of Augusta - Fire Department****Bid Opening Date: Tuesday, March 26, 2013 @ 11:00 a.m.**

Vendors	Uniforms by John 511 Broad St. Augusta, GA 30901	Artisitic Designs 1809 Gordon Highway Augusta, GA 30904
Attachment B	Yes	Yes
E-Verify Number	272348	434009
SAVE Form	Yes	Yes
Addendum 1	Yes	Yes
Section I - Dress Uniforms		
DESCRIPTION	UNIT PRICE	UNIT PRICE
Item 1-Men's White Long Sleeve Zippered Front Shirt		
Neck Sizes 14 1/2 to 18 1/2	\$43.20	No Bid
Neck Size: 19	\$43.20	No Bid
Neck Size: 20	\$43.20	No Bid
Neck Size: 21	\$43.20	No Bid
Neck Size: 22	\$43.20	No Bid
Item 2-Men's White Short Sleeve Zippered Front Shirt		
Neck Sizes 14 1/2 to 18 1/2	\$34.60	No Bid
Neck Size: 19	\$34.60	No Bid
Neck Size: 20	\$34.60	No Bid
Neck Size: 21	\$34.60	No Bid
Neck Size: 22	\$34.60	No Bid
Item 3-Women's White Long Sleeve Zippered Front Shirt		
Bust Size: 28 - 46	\$43.20	No Bid
Bust Size: 48 - 52	\$43.20	No Bid
Item 4-Women's White Short Sleeve Zippered Front Shirt		
Bust Size: 28 - 46	\$34.60	No Bid
Bust Size: 48 - 52	\$34.60	No Bid
Item 5-Men's Flying Cross Dress Trouser (No sub.)		
28 - 42	\$37.00	No Bid
44 - 50	\$37.00	No Bid
52 - 54	\$37.00	No Bid
56 - 58	\$37.00	No Bid

Bid Item #13-038**Firefighter Work Uniforms and Accessories
for the City of Augusta - Fire Department****Bid Opening Date: Tuesday, March 26, 2013 @ 11:00 a.m.**

Vendors	Uniforms by John 511 Broad St. Augusta, GA 30901	Artisitic Designs 1809 Gordon Highway Augusta, GA 30904
Item 6-Women's Flying Cross Dress Trouser NO S		
4	\$37.00	No Bid
20 - 24	\$37.00	No Bid
26 - 28	\$37.00	No Bid
Item 7 – Women's Postal Skirt		
2 -4 (even only)	\$42.30	No Bid
Item 8 – Flying Cross Men's Dress Coat (N. S.)		
36 - 50	\$145.65	No Bid
50 - 60	\$145.65	No Bid
Item 9 – Women's Long Sleeve Blue Shirt		
4	\$145.65	No Bid
20 - 24	\$145.65	No Bid
DESCRIPTION	UNIT PRICE	UNIT PRICE
Item 10 – Midway Officer's Bell Crown Cap (N.S.)		
	\$53.75	No Bid
Item 11 – Midway Firefighter's Bell Crown Cap (N.S.)		
	\$56.50	No Bid
Item 12 – Midway Chief Officer's Bell Crown Cap		
	\$91.00	No Bid
Section II - Work Uniform		
DESCRIPTION	UNIT PRICE	UNIT PRICE
Item 1 – Men's White Long Sleeve Shirt		
141/2 - 181/2	\$38.85	\$35.95

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Vendors	Uniforms by John 511 Broad St. Augusta, GA 30901	Artisitic Designs 1809 Gordon Highway Augusta, GA 30904
19 - 22	\$38.85	\$42.75
Item 2 – Men's Blue Long Sleeve Work Shirt		
141/2 - 181/2	\$59.00	\$58.00
19 - 22	\$59.00	\$58.00
Item 3 – Men's Poplin Short Sleeve Shirt		
141/2 - 181/2	\$32.00	\$31.55
19 - 22	\$32.00	\$36.75
Item 4 – Men's Blue Short Sleeve Work Shirt		
141/2 - 181/2	\$52.50	\$53.60
19 - 22	\$52.50	\$53.60
Item 5 – Women's Poplin Long Sleeve Shirt		
28 - 46	\$38.85	\$35.95
48 - 52	\$38.85	\$42.75
Item 6 – Women's Blue Long Sleeve Work Shirt		
28 - 46	\$59.00	\$58.00
48 - 52	\$59.00	\$58.00
Item 7 – Women's Poplin Short Sleeve Shirt		
Bust Size: 28 - 46	\$32.00	\$31.55
Bust Size: 48 - 52	\$32.00	\$36.75
Item 8 Women's Blue Short Sleeve Work Shirt		
Bust: 28 - 46	\$52.50	\$53.60
Bust Size: 48 - 52	\$52.50	\$53.60
DESCRIPTION	UNIT PRICE	UNIT PRICE
Item 9 – Men's Work Trouser		
Sizes: 28 - 42	\$59.50	\$49.00
44 - 50	\$65.45	\$51.70

Bid Item #13-038**Firefighter Work Uniforms and Accessories
for the City of Augusta - Fire Department****Bid Opening Date: Tuesday, March 26, 2013 @ 11:00 a.m.**

Vendors	Uniforms by John 511 Broad St. Augusta, GA 30901	Artisitic Designs 1809 Gordon Highway Augusta, GA 30904
52 - 54	\$71.40	\$56.85
56 - 58	\$77.35	\$62.50
Item 10 – Women's Work Trouser		
Sizes: 2 - 18	\$59.50	\$47.00
20 -24	\$65.45	\$51.70
Section III - Outer Wear		
DESCRIPTION	UNIT PRICE	UNIT PRICE
Item 1 – Unisex Work Jacket		
Small - XLarge	\$195.00	\$189.00
2XLarge	\$195.00	\$194.00
3XLarge	\$195.00	\$194.00
4XLarge	\$195.00	\$198.00
Item 2 – Wind Champ Navy Blue		
Small - XLarge	\$80.00	\$77.25
2XLarge	\$80.00	\$79.00
3XLarge	\$80.00	\$79.00
4XLarge	\$80.00	\$80.00
Item 3 – Nylon V-Neck Pullover Wind Shirt		
Small - Xlarge	\$20.00	\$20.00
2XLarge	\$20.00	\$21.00
3XLarge	\$20.00	\$22.00
4XLarge	\$20.00	\$24.00
Item 4 – ANSI Class 3 Rain Jacket		
Small - 2XLarge	\$139.00	\$134.50
3XLarge - 6XLarge	\$150.00	\$146.75
Item 5 – Rib Knit Commando Sweater		
Small - Xlarge	\$65.30	\$62.00
2XLarge	\$65.30	\$64.00
3XLarge	\$65.30	\$65.00
4XLarge	\$65.30	\$70.00

Bid Item #13-038**Firefighter Work Uniforms and Accessories
for the City of Augusta - Fire Department****Bid Opening Date: Tuesday, March 26, 2013 @ 11:00 a.m.**

Vendors	Uniforms by John 511 Broad St. Augusta, GA 30901	Artisitic Designs 1809 Gordon Highway Augusta, GA 30904
Section IV - Active Wear		
DESCRIPTION	UNIT PRICE	UNIT PRICE
Item 1 – Tactical Polo Shirt – Men & Women's		
Small	\$38.90	\$36.75
Medium	\$38.90	\$36.75
Large	\$38.90	\$36.75
XLarge	\$38.90	\$36.75
2XLarge	\$38.90	\$39.25
3XLarge	\$38.90	\$41.25
Item 2 – T-Shirt		
Small - XLarge	\$8.20	\$5.80
2XLarge - 3XLarge	\$10.75	\$8.80
Item 3 - Sweat shorts		
Small - XLarge	\$10.10	\$14.00
2XLarge - 3XLarge	\$11.95	\$17.95
Item 4 – Sweatshirt		
Small - XL	\$13.70	\$16.00
2XLarge - 3XLarge	\$16.40	\$22.75
Item 5 – Sweatpants		
S	\$12.50	\$18.75
M	\$12.50	\$18.75
L	\$12.50	\$18.75
2XL	\$18.35	\$23.25

Bid Item #13-038**Firefighter Work Uniforms and Accessories
for the City of Augusta - Fire Department****Bid Opening Date: Tuesday, March 26, 2013 @ 11:00 a.m.**

Vendors	Uniforms by John 511 Broad St. Augusta, GA 30901	Artisitic Designs 1809 Gordon Highway Augusta, GA 30904
3XL	\$18.35	\$24.50
Section V - Accessories		
DESCRIPTION	UNIT PRICE	UNIT PRICE
Item 1 – Summer Baseball Cap		
	\$7.30	\$12.00
Item 2 – Winter Baseball Cap		
	\$8.40	\$18.00
Item 3 – Knit Cap		
	\$3.00	\$5.25
Item 39 – Clip on Tie		
18"	\$3.70	\$3.95
20"	\$3.70	\$3.95
DESCRIPTION	UNIT PRICE	UNIT PRICE
Item 4 – Survival Belt		
Small up to 34"	\$30.30	\$32.00
Regular 34" - 41"	\$32.02	\$34.00
Large 41" - 51"	\$35.00	\$37.75
Item 5 – Dress Belt		
	\$22.15	\$21.00
Item 6 – 4 in Hand Tie		
18" of 20"	\$3.70	\$3.75
Item 7 – Clip on Tie		
18" of 20"	\$3.70	\$3.95
Item 8 – Ladies Crossover Tie		
	\$3.00	\$3.95
Item 9 – Health Socks		
Size 8 - 12	\$2.85	\$3.49
Item 10 - Uniform Socks		
Size 8 - 12	\$2.85	\$3.49
Item 11 – Safety Glasses		
Color - Clear	\$8.00	\$12.00

Bid Item #13-038**Firefighter Work Uniforms and Accessories
for the City of Augusta - Fire Department****Bid Opening Date: Tuesday, March 26, 2013 @ 11:00 a.m.**

Vendors	Uniforms by John 511 Broad St. Augusta, GA 30901	Artisitic Designs 1809 Gordon Highway Augusta, GA 30904
Item 12 – Safety Glasses		
Colr - Grey	\$8.00	\$23.00
Item 13 – Safety Eyewear Case		
7-3/8"Hx3-7/8"Wx3-1/8"D	\$8.00	\$8.00
color - Black		
Item 14 – Safety Eyewear Case		
6-3/4"Hx3/58"Wx21/2"D	\$8.00	\$6.00
color - Black		
Item 15 – Mechanics Gloves		
Sizes: Small - XLarge	\$20.00	\$25.00
Item 16 – Ear Plugs Corded, Reusable		
Size: Universal	\$5.50	\$74.00
Item 17 – P. P. E. Pouch		
Color: Black	\$12.50	\$9.00
Item 18 – Uncle Mike's Compact Duffel Bag (or Eq)		
Color: Black	\$24.00	\$20.95
Section VI - Badges & Insignia		
DESCRIPTION	UNIT PRICE	UNIT PRICE
Item 1 – Blackinton Rank Insignia-Fire Chief Five Crossed Bugles (N.S.)		
	\$4.50	\$4.45
Item 2 – Blackinton Rank Insignia-Deputy Chief Four Crossed Bugles (N.S.)		
	\$4.50	\$4.45
Item 3 – Blackinton Rank Insignia-Assistant Chief ThreeCrossed Bugles (N.S.)		

Bid Item #13-038**Firefighter Work Uniforms and Accessories
for the City of Augusta - Fire Department****Bid Opening Date: Tuesday, March 26, 2013 @ 11:00 a.m.**

Vendors	Uniforms by John 511 Broad St. Augusta, GA 30901	Artisitic Designs 1809 Gordon Highway Augusta, GA 30904
	\$4.50	\$4.45
Item 4 – Blackinton Rank Insignia-Battalion Chief Two Crossed Bugles (N.S.)		
	\$4.50	\$4.45
Item 5 – Blackinton Rank Insignia-Captain Double Bugles (N.S.)		
	\$4.50	4.45
Item 6 – Blackinton Rank Insignia-Lieutenant Single Bugle (N.S.)		
	\$4.50	\$4.45
Item 7 – Blackinton Rank Insignia-Sergeant Chevrons		
	\$4.60	\$4.85
Item 8 – Blackinton B38 Shirt Badge		
	\$54.00	\$50.75
Item 9 – Blackinton B1009- EO Hat Badge (N.S.)		
	\$54.00	\$50.75
Item 10 – Blackinton 96 Coat Badge (N.S.)		
	\$54.00	\$51.25
Item 11 – Blackinton Fire Department Tie Bar (N.S.)		
	\$17.00	\$18.75
Item 12 – Hookfast Nameplate (N.S.)		
7	\$15.00	\$19.25
13		
14		

Item # 1

Bid Item #13-038**Firefighter Work Uniforms and Accessories
for the City of Augusta - Fire Department****Bid Opening Date: Tuesday, March 26, 2013 @ 11:00 a.m.**

Vendors	Uniforms by John 511 Broad St. Augusta, GA 30901	Artisitic Designs 1809 Gordon Highway Augusta, GA 30904
Section VII - Shoes & Boots		
DESCRIPTION	UNIT PRICE	UNIT PRICE
Item 1 – Men's Thorogood Oxford Work Shoe		
7 – 12	\$90.00	\$97.95
13	\$90.00	\$97.95
14	\$90.00	\$97.95
XW 71/2	\$90.00	\$97.95
13	\$90.00	\$97.95
14	\$90.00	\$97.95
Item 2 – Women's Thorogood Oxford Work Shoe		
7 – 12	\$70.00	\$97.95
13	\$70.00	\$97.95
14	\$70.00	\$97.95
XW 71/2	\$70.00	\$97.95
13	\$70.00	\$97.95
14	\$70.00	\$97.95
Item 3 – Men's Thorogood Poromeric Oxford		
7 – 12	\$82.50	\$85.75
13	\$82.50	\$85.75
14	\$82.50	\$85.75
15	\$87.50	\$85.75
16	\$87.50	\$85.75
XW 7-12	\$82.50	\$85.75
13	\$82.50	\$85.75
14	\$82.50	\$85.75
15	\$87.50	\$85.75
Item 4 – Women's Thorogood Poromeric Oxford		
6 – 12	\$62.00	\$85.75
13	\$62.00	\$85.75
14	\$62.00	\$85.75
15	\$67.00	\$85.75
16	\$67.00	\$85.75
XW 6 - 12	\$62.00	\$85.75
13	\$62.00	\$85.75
14	\$62.00	\$85.75
15	\$67.00	\$85.75

Bid Item #13-038

UNOFFICIAL

**Firefighter Work Uniforms and Accessories
for the City of Augusta - Fire Department****Bid Opening Date: Tuesday, March 26, 2013 @ 11:00 a.m.**

Vendors	Uniforms by John 511 Broad St. Augusta, GA 30901	Artisitic Designs 1809 Gordon Highway Augusta, GA 30904
Item 5 – Men’s Bates Lites Black High Gloss Oxford Shoes		
7 – 12	\$85.50	\$86.50
13	\$85.50	\$89.50
14	\$89.50	\$89.50
DESCRIPTION	UNIT PRICE	UNIT PRICE
Item 6 – Women’s Bates Lites Black High Gloss Oxford Shoes		
6 – 12	\$60.00	\$85.00
13	\$60.00	\$88.50
14	\$60.00	\$88.50
Item 7 – Men’s Thorogood Code 3 Shoe		
7 – 12	\$97.00	\$104.30
13	\$97.00	\$104.30
14	\$97.00	\$104.30
Item 8 – Women’s Thorogood Code 3 Shoe		
6 – 12	\$75.00	\$111.45
13	\$75.00	\$111.45
14	\$75.00	\$111.45
Item 9 – Men’s Thorogood Plain Toe Oxford		
7 – 12	\$104.00	\$111.45
13	\$104.00	\$111.45
14	\$104.00	\$111.45
Item 10 – Women’s Thorogood Plain Toe Oxford		
	\$80.00	\$111.45

Bid Item #13-038**Firefighter Work Uniforms and Accessories
for the City of Augusta - Fire Department****Bid Opening Date: Tuesday, March 26, 2013 @ 11:00 a.m.**

Vendors	Uniforms by John 511 Broad St. Augusta, GA 30901	Artisitic Designs 1809 Gordon Highway Augusta, GA 30904
Item 11 – Men's Thorogood Double Track Oxford		
Men 7 - 12	\$103.50	\$111.45
13	\$103.50	\$111.45
14	\$103.50	\$111.45
Women 7 - 12	\$103.50	\$111.45
13	\$103.50	\$111.45
14	\$103.50	\$111.45
XW 7 - 12	\$103.50	\$111.45
13	\$103.50	\$111.45
Item 12 – Women's Thorogood Double Track Oxford		
	\$78.00	\$111.45
Item 13 – Capps Deck Pumps (Or Equivalent)		
	\$75.00	\$72.95
Item 14 – Men's Thorogood 6" Work Boot		
7	\$117.00	\$125.70
13	\$117.00	\$125.70
14	\$117.00	\$125.70
DESCRIPTION	UNIT PRICE	UNIT PRICE
Item 15 Women's Thorogood 6" Work Boot		
6	\$90.00	\$125.70
13	\$90.00	\$125.70
14	\$90.00	\$125.70
Item 16 – Men's Bates E02905 Delta-6 GORE-TEX (r) Side Zip Boot		

Bid Item #13-038**Firefighter Work Uniforms and Accessories
for the City of Augusta - Fire Department****Bid Opening Date: Tuesday, March 26, 2013 @ 11:00 a.m.**

Vendors	Uniforms by John 511 Broad St. Augusta, GA 30901	Artisitic Designs 1809 Gordon Highway Augusta, GA 30904
7 – 12	\$70.50	\$132.20
13	\$70.50	\$137.20
14	\$70.50	\$137.20
Item 17 – Women’s Bates E02746 Delta-6 GORE TEX (r) Side Zip Boot		
6 – 12	\$70.50	\$98.10
13	\$70.50	\$102.50
14	\$70.50	\$102.50
Item 18 – Men’s Bates E02900 Delta-9 GORE-TEX (r) Side Zip Boot		
7 – 12	\$74.50	\$146.50
13	\$74.50	\$155.50
14	\$74.50	\$155.50
Item 19 – Women’s Bates E02748 Delta-8 GORE-TSX (r) Side Zip Boot		
6 – 12	\$74.50	\$97.00
13	\$74.50	\$99.00
14	\$74.50	\$99.00
The following vendor submitted a statement of no bid: Stitches Unlimited / 114_B Davis Road / Martinez, GA 30907		
The following vendor did not respond: Thorogood Shoes / 1019 Mayday Road / Lake Park, GA 31636		



FIRE DEPARTMENT

Christopher E. James
Fire Chief

MEMO

TO: Geri Sams, Procurement Director
FROM: Christopher E. James, Fire Chief *CEJ*
DATE: June 19, 2013, 2013
RE: Bid Item 13-038 Firefighter Work Uniforms

After careful review of the bids returned and the requested firefighter work uniform samples from Command Uniforms by John and Artistic Designs, I would like to proceed with the following award:

Section I – Dress Uniforms:

Command Uniforms by John

Section II – Work Uniforms:

Artistic Designs

Section III – Outer Wear:

Artistic Designs

Item #2 Wind Champ Jacket – award item submitted in bid
item #3 Nylon V-neck Pullover Windshirt **will not be included** in the clothing allowance.

Section IV – Active Wear:

Command Uniforms by John with the exception of Item #1 Tactical Polo.

Tactical Polo will be rebid.

Section V – Accessories:

Command Uniforms by John

Section VI – Badges & Insignia:

Artistic Designs

Section VII – Shoes & Boots:

Command Uniforms by John

Please let me know what the next step in this process is. Thanks for all your help.



**Administrative Services Committee Meeting
7/29/2013 1:05 PM
Commission Directives**

Department:

Caption: Discuss Commission's authorized directives. (Requested by Commissioner Marion Williams) (Referred from July 16 Commission meeting)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting
7/29/2013 1:05 PM
Ellis Albright

Department: Clerk of Commission

Caption: Consider for approval presentation by Mr. Ellis Albright of the CSRA Business League regarding minority, women and disadvantaged businesses. (Referred from July 16 Commission meeting)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:

AGENDA ITEM REQUEST FORM

Commission meetings: First and third Tuesdays of each month - 5:00 p.m.

Committee meetings: Second and last Mondays of each month - 12:45 to 2:15 p.m.

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

☐	Commission	Date of Meeting	_____
☐	Public Safety Committee	Date of Meeting	_____
☐	Public Services Committee	Date of Meeting	_____
☒	Administrative Services Committee	Date of Meeting	10 JUNE 13
☐	Engineering Services Committee	Date of Meeting	_____
☐	Finance Committee	Date of Meeting	_____

Contact Information for Individual/Presenter Making the Request:

Name: Ellis B. Albright - CSRA BUSINESS LEAGUE
 Address: 821 12th Street
 Telephone Number: 706 722-0994
 Fax Number: 706 722-3115
 E-Mail Address: ellisalbright@business-league.org

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

MINORITY, WOMEN AND DISADVANTAGED
BUSINESSES

Please send this request form to the following address:

Ms. Lena J. Bonner	Telephone Number: 706-821-1820
Clerk of Commission	Fax Number: 706-821-1838
Room 806 Municipal Building	E-Mail Address: lbonner@augustaga.gov
530 Greene Street	
Augusta, GA 30911	

Requests may be faxed, e-mailed or delivered in person and must be received in the Clerk's Office no later than 5:00 p.m. on the Wednesday preceding the Commission or Committee meeting of the following week. A five-minute time limit will be allowed for presentations.



**Administrative Services Committee Meeting
7/29/2013 1:05 PM
Evaluations Commission Direct Reports**

Department:

Caption: Discuss evaluation process for Commission's direct reports.
(Requested by Commissioner Marion Williams) (Referred from
July 16 Commission meeting)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
7/29/2013 1:05 PM
Minutes**

Department: Clerk of Commission

Caption: Motion to approve the minutes of the Administrative Services Committee held on July 8, 2013.

Background:

Analysis:

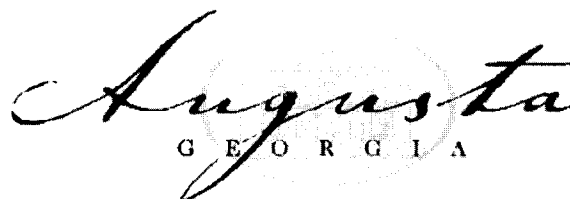
Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting Commission Chamber - 7/8/2013

ATTENDANCE:

Present: Hons. Lockett, Chairman; Davis, Vice Chairman; Fennoy, member.

Absent: Hons. Deke Copenhaver, Mayor; Jackson, member.

ADMINISTRATIVE SERVICES

1. Discuss possible repercussions from ambulance services because of commission action on ambulance contract. (Requested by Commissioner Fennoy) **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve receiving this item as information. Motion Passes 3-0.	Commissioner William Fennoy	Commissioner Mary Davis	Passes

2. Motion to approve two (2) annual bid items. The items require Commission approval due to the fact that purchases on the individual items will exceed \$25,000.00 per order. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Mary Davis	Commissioner William Fennoy	Passes

3. Discuss/approve Retro Pay Request from Augusta Utilities Department. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Delete	Motion to delete this item from the agenda. Motion Passes 3-0.	Commissioner Mary Davis	Commissioner William Fennoy	Passes

4. Approve updating the Augusta, Georgia Citizen Participation Plan to include the by-laws of the Citizen Advisory Committee in an effort to strengthen the overall intent of what citizen participation means. **Item Action:** Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Mary Davis	Commissioner William Fennoy	Passes

5. Motion to approve for Augusta to enter into a contract with the Pollock Comany to be the service provider for "Copier Managment Service" for Augusta, Georgia. This contract provided for the placement of 57 copiers in various Augusta, Georgia Departments by Pollock Company. The pricing for this agreement was predicated by determining a combined monthly copy volume of all 52 devices with a singe monthly invoice for all usage. The contract includes all required hardware, service support, parts, labor and consumable supply items (excludes papers) for the agreement term. The contract will be established as a three (3) year program with two (2) automatic one year (1) year renewal. **Item Action:** Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Mary Davis	Commissioner William Fennoy	Passes

6. Discuss Commission's authorized directives. (Requested by Commissioner Marion Williams) **Item Action:** Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
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Defer	Motion to refer this item back to the next committee meeting. Motion Passes 3-0.	Commissioner Mary Davis	Commissioner William Fennoy	Passes
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7. Discuss filling the County Attorney's position. (Requested by Commissioner Marion Williams) (Referred from the June 18 Commission meeting)
- Item Action:**
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
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Defer	Motion to refer this item back to the next committee meeting. Motion Passes 3-0.	Commissioner Mary Davis	Commissioner William Fennoy	Passes
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8. Motion to direct the Administrator and staff to seek qualified applicants to fill the vacant position listed in the Consolidation Act as "Equal Employment Opportunity Director and as Director of Minority and Small Business Opportunities" and to submit the Administrator's recommended candidate to Commission for consideration and approval. (Requested by Commissioner Joe Jackson) (Referred from the June 18 Commission meeting)
- Item Action:**
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
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Defer	Motion to refer this item back to the next committee meeting. Motion Passes 3-0.	Commissioner William Fennoy	Commissioner Mary Davis	Passes
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9. Presentation by Mr. Ellis Albright of the CSRA Business League regarding minority, women and disadvantaged businesses. (Requested by Commissioner Williams)
- Item Action:**
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
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No action was taken on this

item.

10. Discuss evaluation process for Commission's direct reports. **(Requested by Commissioner Marion Williams)** **Item Action:**
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item back to the next committee meeting. Motion Passes 3-0.	Commissioner Mary Davis	Commissioner William Fennoy	Passes

11. Executive Session/Legal Meeting: Discuss personnel. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Delete	Motion to delete this item from the agenda. Motion Passes 3-0.	Commissioner Mary Davis	Commissioner William Fennoy	Passes

12. Motion to approve rotating the scheduled meeting time for all committees at two month intervals in accordance with proposed schedule presented by Commissioner Davis. (Approved by Administrative Services Committee June 10, 2013) (Referred from the June 18 Commission meeting) **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Mary Davis	Commissioner William Fennoy	Passes

13. Motion to approve the minutes of the Administrative Services Committee held on June 10, 2013. **Item Action:**
Approved

Motions

Motion

Motion

Item # 5

Type	Motion Text	Made By	Seconded By	Result
Approve	Motion to approve. Motion Passes 3- 0.	Commissioner Mary Davis	Commissioner William Fennoy	Passes

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