



Administrative Services Committee Commission Chamber- 8/12/2013- 1:05 PM
Meeting

ADMINISTRATIVE SERVICES

1. Consider for approval presentation by Mr. Ellis Albright of the CSRA Business League regarding minority, women and disadvantaged businesses. **(Requested by Commissioner Williams)** ☐ Attachments
2. Motion to approve Laney Walker/Bethlehem Revitalization Project – Bridge Loan request of \$2,500,000.00 to continue existing/future development projects until the next bond issuance in middle to late 2015. ☐ Attachments
3. Motion to approve the minutes of the Administrative Services Committee held on July 29, 2013. ☐ Attachments
4. Discuss the award of RFP#13-125 to McDonald Transit, which was approved by the Commission on July 16, 2013. **(Requested by Commissioners Alvin Mason and Bill Lockett)** ☐ Attachments

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**Administrative Services Committee Meeting
8/12/2013 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. **(Requested by Commissioner Williams)**

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.



Central Savannah River Area (CSRA) Business League, Inc.

821 12th Street * Augusta, Georgia 30901 * (706) 722 - 0994 * (706) 722 - 3115 (Fax)

Overview of a Proposal between the

Central Savannah River Area (CSRA) Business League, Inc. and Augusta – Richmond County

The CSRA Business League, a 501©3 organization, founded in 1970 to support and assist small, minority and disadvantaged businesses in their efforts to become successful and prosperous, is an organization committed to providing clients with modern strategies and services needed to maintain a thriving and successful small business. The League is governed by a 7 member Board of Directors.

The mission of the CSRA Business League, Inc. is to Empower, Educate and Advocate on behalf of Small Businesses, with a specific emphasis on the development of Minority, Disadvantaged and Women Owned businesses throughout the Central Savannah River Area.

The League, founded with the assistance of the City of Augusta, would like to reestablish the partnership with Augusta – Richmond County by providing workshops in regards to accounting, marketing and technology, in addition to serving as a certification agency for contractors and vendors and advocates for an M/WBE program for the city. We also would like to setup a bid room which will list projects up for bids which can be viewed by companies located in Augusta and the CSRA.

The League would like to see a collective effort between Augusta – Richmond County and other organizations in the CSRA that will take a more proactive and comprehensive approach to economic development, one which will include all segments of the area and provides a seat at the table and a voice in shaping the local economic environment. Every initiative in the area focus less on being inclusive and more on being exclusive of minority, women and disadvantage owned businesses.

It is the belief of the League that we focus on sustainable economic development to create an environment for commerce that meets the needs of all citizens of the area over extended periods of time and create and support a resilient local economy that weathers shifts in national and international trends. We would like to focus our efforts and focus attention on the following items;

- Empower entrepreneurs with information, access to resources and improved education and training classes that will assist them in becoming self-sustaining
- Develop an infrastructure, both physically and socially which fosters economic development
- Sponsor networking events and intern opportunities for college Business major students
- Improve small business development programs and financing mechanisms to address issues hindering the development of M/WBE's
- Foster collaborations between public and private sector partners to ensure that the approach to economic development is a holistic one and that it integrates the needs of all segments of the community.
- Advance opportunities to increase M/WBE's percentages in regards to securing contracts with public and private entities

Although this plan will provide a blue print for the partnership and the development of any plan is an on-going and evolving process. The impact of technology, as well as the other economic trends, cannot be understated. The City's role is to ensure that public policy and the activities of the private sector are consistent with the needs of all our citizens.

Veronica Shareef, Board Chair ** Charlie McCann, Vice – Chairman ** Carol Martin, Secretary ** Kirkina Banks, Treasurer
 ** Renata Boston ** Helen Godbee ** Earnestine Howard ** Ellis Albright, President/CEO

Item # 1



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The table below is a listing of organizations in Augusta – Richmond County and Columbia County with a focus on economic development, however, from the listing below, only the Augusta – Richmond County Department of Housing and Economic Development actively work or look to include M/W/DBE's in their activities and bid processes. Not having an active DBE program, especially from those organizations that receive public funds, is a hindrance to companies who have the capacity to provide needed products, goods and services to the city and the CSRA.

Organization	Staff	Mission/Purpose	Services
Augusta Downtown Development Authority	3	To lead a coordinated strategy of economic development and civic design strengthening downtown Augusta.	Data and information services, recruiting, property tours.
Augusta Metro Chamber of Commerce	10	To lead the business community by serving as its advocate, promoting our region, enhancing the business climate, and providing quality membership programs and services.	Data and information services, recruiting, property tours.
Augusta Metro Convention & Visitor's Bureau	8	To enhance our local economy by leading marketing initiatives which promote metro Augusta as a visitor destination and by fostering the continued development of our tourism product.	Visitors services, event and meeting planning, group tours, media relations, Master's golf Accommodations
Augusta-Richmond County Department of Housing and Economic Development	17	To create positive change by promoting self-sufficiency through partnership in economic development, quality housing and neighborhood reinvestment.	Administration of various state and federal housing programs, targeted area planning.
Columbia County Chamber of Commerce	3	To be the voice of business, working to build and sustain a vibrant economy and a superior quality of life in our community	Data and information, existing business promotion.
CSRA Business Lending	3	To assist CSRA small business through partnerships with area banks	Loan processing, bank and Small Business Center referrals
CSRA Regional Development Center	5	To provide planning, management and information services to our members in a professional, ethical, cost effective and efficient manner; and to serve as a forum for addressing local government and its citizens' needs	Data and information, project planning, grant writing.
Development Authority of Richmond County	3	The Development Authority of Richmond County (DARC) is the single point of contact for economic development projects in Augusta-Richmond County.	Recruiting, expansion planning, data and information services.
Development Authority of Columbia County	3	To recruit quality businesses and help retain & expand existing industry for the good of Columbia County.	Data and information services, recruiting, property tours.

Unlike other cities in Georgia, especially the metropolitan areas; Atlanta (34%) has the largest percentage and the city of Savannah revamped its program in 2009, however Augusta – Richmond County does not have a program geared toward Minority/Disadvantaged/Women owned businesses.

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The CSRA Business League believes that the lack of a program that ensures Minorities, Women and Disadvantaged Businesses are guaranteed a seat at the economic table of Augusta - Richmond County is an injustice to a sizeable constituent and paying tax base and by working together we can correct a situation so many fight against.

Contract's awarded through the Augusta - Richmond County Procurement Department are paid from funds collected from tax payers of all ethnic groups, however, the vast majority of contracts are awarded to majority own companies. Majority owned companies do not believe they have a moral obligation to ensure the bidding process and the awarding of contracts should be diversified. It is for that reason we believe the government of Augusta - Richmond County has the ultimate obligation to ensure all companies and firms in the area are treated fairly and not systemically excluded by majority firms from receiving a percentage of the contracts awarded.

The Disparity Study on file has already documented that African American, Female, Hispanic, and Asian American owned businesses have suffered the effects of racial and gender discrimination in both public and private markets when it comes to doing business with Augusta - Richmond County, resulting in a disproportionate amount of contract dollars to non-minority or non-female businesses. A program to address this gross disparity is greatly needed and we believe now is the time to push for such a program.

Augusta - Richmond County Minority/Women/Disadvantage Business Program

It should be a top priority of the Mayor and Commission of Augusta - Richmond County to ensure that all persons seeking to conduct business with Augusta - Richmond County have the same opportunities regardless of ethnic background or creed. The United States Government, States and Cities have effectively addressed the issue of past discrimination and unequal business opportunities through the establishment of Minority/Women/Disadvantaged Owned Business Enterprise programs/policies. The goal of the developed program or policy is to increase the utilization of minority and women-owned firms in all areas of procurement of Augusta - Richmond County including small contract purchases, materials and equipment, and in professional services, so as to remedy past patterns of discrimination and achieve equal opportunity.

The League believes an Augusta - Richmond County M/W/DBE program should at a minimum address the below items;

- Remove barriers to the participation of M/W/DBE's in City contracts and ensure M/W/DBE's receive their fair share when city contracts are awarded
- Assist in the development of M/W/DBE's firms and their capacities so that they can compete in the market successfully outside of the M/WBE program
- Increase the number of M/W/DBE's firms and the volume of their business with the City, so as to approximate their population and market share in a given business sector
- Encourage majority corporations, firms in the area to include M/W/DBE's in their projects and monitor compliance

Implementing an Augusta - Richmond County Minority/Women/Disadvantage Business Program

The City of Augusta - Richmond County due to a court injunction no longer has a program targeted toward Minority, Women and Disadvantage Businesses to ensure each get their fair share of the contracts awarded by Augusta - Richmond County. Even though the Disparity Study has confirmed the need for the program, the Commission has not taken the needed steps to develop or implement a program that would address the disparities addressed in the study.

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The CSRA Business League, due to our status as an independent agency and advocate for Minority, Women and Disadvantage Businesses would be the perfect organization to oversee or work in junction with a "Compliance Officer" to implement and administer the M/W/DBE program for Augusta - Richmond County.

Methods we believe will assist all parties in increasing opportunities for M/W/DBE programs include but are not limited to:

- ✓ Conducting pre-bid conferences
- ✓ Creating and distributing pamphlets/literature on doing business with the City
- ✓ Conducting workshops and/or seminars for vendors, primes and subcontractors
- ✓ Attending community workshops and meetings
- ✓ Advertising bids in minority and women focused media
- ✓ Allowing all vendors to register on the vendor bid list
- ✓ Establishing a program of non-restrictive pre-qualification of vendors and contractors
- ✓ Providing information on access to small business assistance programs
- ✓ Establishing M/W/DBE participation (utilization) goals on a project-by-project basis
- ✓ Establishing separate goals for minority and gender participation (M/DBE% and WBE%)
- ✓ Categorizing M/W/DBE firms by business sector, sub-sector and specialty firms, and assessing their relative participation levels, to most efficiently achieve the goals of this program by the most narrowly tailored means
- ✓ Provide project oversight on a project by project basis.

CSRA Business League as the contracted Compliance officer for the Augusta - Richmond County Minority/Women/Disadvantage Business Program

In conjunction with the Disadvantaged Business office or Procurement Department of Augusta - Richmond County the CSRA Business League could be contracted to serve as the Compliance Officer to ensure compliance with and adherence to M/W/DBE goals in a given contract. As the Compliance Officer the League would serve as the liaison between Small, Minority, Female and Disadvantaged Businesses and the City of Augusta - Richmond County and its related business opportunities, in addition to encouraging equal treatment for all businesses and individuals.

- ✓ The CSRA Business League could be contracted to serve as the certifying agency which will certify prime contractors and prequalify M/D/WBE firms.
- ✓ The CSRA Business League could as part of the contract gather and retain information in regards to how the prime contractor plans to meet the M/W/DBE goals of the contract it is bidding on and monitor compliance with the stated plan.
- ✓ The CSRA Business League could develop and compile a listing of certified M/W/DBE subcontractors and suppliers
- ✓ The CSRA Business League will work with the DBE department and procurement department to develop a process to determine which businesses will be considered Minority, Disadvantaged or Women owned businesses.

Contracting with the CSRA Business League to assist Augusta - Richmond County in addressing past disparities and inequalities experienced by M/D/WBE's makes good business sense and the current DBE employee would be the link between the city and League. *As an independent agency, contracting with the League would show Augusta - Richmond County is committed to ensuring all businesses are treated fairly and equally. By contracting with the League, employees of Augusta - Richmond County will not be placed under any undue pressure from elected officials or others to violate the intent of the policy and award a contract to a prime whose intent is not to utilize or follow stated guidelines or overlook a vendor.*

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Organizations currently receiving funding from Augusta - Richmond County

Organization	Funding Amount	
UGA - Cooperative Extension	\$175,470.00	
Downtown Development Authority	\$167,740.00	
Forward Augusta	\$162,110.00	Increased \$100,000.00 over 2010
Arts in Augusta	\$147,000.00	
Disadvantaged Business Office	\$133,570.00	Cut \$9,243.00 from 2011
Old Government House	\$31,900.00	Increased \$3,230.00 over 2011
Shiloh Community Center	\$8,990.00	
CSRA Business League, Inc.	\$0,000.00	
	\$694,480.00	

Currently the above organizations receive funding from Augusta - Richmond County, whereas the League, founded with the assistance and concurrence of the City of Augusta, currently receives no funding. Of the above organizations only the DBE office has a mission focused on developing a program and erasing past disparities against Minority, Women, and Disadvantaged Owned Businesses. Though the DBE has that charge, the office hands are tied due to court injunctions and the unwillingness of elected officials to address a needed issue that many majority business owners do not wish to see happen. By having the DBE Office serve as a Liaison between the city and the League, barrier's will be removed and hands untied.

CSRA Business League funding proposal from Augusta - Richmond County

The League currently believes that our proposal offers Augusta - Richmond County the opportunity to show it is committed to making changes in the way it conducts business with Minority, Women, and Disadvantaged Owned Businesses.

The League provides Georgia's second largest city the opportunity to join other cities in Georgia by correcting past disparities that have prevented Minority, Women, and Disadvantaged Owned Businesses from receiving their share of contracts from Augusta - Richmond County. Our proposal also eliminates any appearance of corruption and bias due to our independence.

The League believes that by entering into a contract with Augusta - Richmond County in an amount in the range of \$175,000.00 would be money well spent, because we are providing a service which will be beneficial to the communities future economic growth.

With the passing of the T - SPLOST, contractors from other areas of the State will converge on Augusta - Richmond County to bid on projects which will be paid for with T-SPLOST funds, by working now to develop a program, Minority, Women, and Disadvantaged Owned Businesses will have a much better chance of winning bids or serving as sub - contractors.

We firmly believe that now is the time for us meet the demands of our time and shape the hope of this day into the noblest chapter in the history of Augusta - Richmond County by correcting past disparities, building not only relationships, but also a bridge wide enough and strong enough for every business in this area to cross over side by side and hand in hand to a period of new hope and a renewed belief in the promise of equal treatment regardless of ethnic background.

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Meeting Overview between the CSRA Business League, Inc. and Augusta - Richmond County

The mission of the CSRA Business League, Inc.; to *Empower, Educate and Advocate on behalf of Small Businesses, with a specific emphasis on the development of Minority, Disadvantaged and Women Owned businesses throughout the Central Savannah River Area.*

Augusta - Richmond County Minority/Women/Disadvantage Business Program

It should be a top priority of the Mayor and Commission of Augusta - Richmond County to ensure that all persons seeking to conduct business with Augusta - Richmond County have the same opportunities regardless of ethnic background or creed. The United States Government, States and Cities have effectively addressed the issue of past discrimination and unequal business opportunities through the establishment of Minority/Women/Disadvantaged Owned Business Enterprise programs/policies. The goal of the developed program or policy is to increase the utilization of minority and women-owned firms in all areas of procurement of Augusta - Richmond County including small contract purchases, materials and equipment, and in professional services, so as to remedy past patterns of discrimination and achieve equal opportunity.

Implementing an Augusta - Richmond County Minority/Women/Disadvantage Business Program

The City of Augusta - Richmond County due to a court injunction no longer has a program targeted toward Minority, Women and Disadvantage Businesses to ensure each get their fair share of the contracts awarded by Augusta - Richmond County. Even though the Disparity Study has confirmed the need for the program, the Commission has not taken the needed steps to develop or implement a program that would address the disparities addressed in the study.

CSRA Business League as the contracted Compliance officer for the Augusta - Richmond County Minority/Women/Disadvantage Business Program

In conjunction with the Disadvantaged Business office or Procurement Department of Augusta - Richmond County the CSRA Business League could be contracted to serve as the Compliance Officer to ensure compliance with and adherence to M/W/DBE goals in a given contract. As the Compliance Officer the League would serve as the link between Small, Minority, Female and Disadvantaged Businesses and the City of Augusta - Richmond County Disadvantaged Business Office and its related business opportunities, in addition to encouraging equal treatment for all businesses and individuals.

CSRA Business League funding proposal from Augusta - Richmond County

The League currently believes that our proposal offers Augusta - Richmond County the opportunity to show it is committed to making changes in the way it conducts business with Minority, Women, and Disadvantaged Owned Businesses.

The League believes that by entering into a contract with Augusta - Richmond County in an amount in the range of \$175,000.00 would be money well spent, because we are providing a service which will be beneficial to the communities future economic growth.



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A **"Minority or Women-Owned Business Enterprise"** is one that is at least fifty - one (51%) percent owned and controlled by one or more socially and economically disadvantaged individuals.

A **"Socially Disadvantaged individual"** is one who has been subjected to racial or ethnic prejudice or cultural bias within American society because of his/her identification as a member of a group and without regard to individual qualities. A socially disadvantaged individual must be a citizen (or lawfully admitted permanent resident) of the United States who is either: Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, Subcontinent Asian Americans and Women

"Economically Disadvantaged" means an individual whose Personal Net Worth is less than \$750,000 excluding the value of their primary residence and capital invested in the business seeking certification.



Administrative Services Committee Meeting

8/12/2013 1:05 PM

Laney Walker/Bethlehem (LW/B) Revitalization Project – Bridge Loan Request

Department: Housing and Community Development Department (AHCDD)

Caption: Motion to approve Laney Walker/Bethlehem Revitalization Project – Bridge Loan request of \$2,500,000.00 to continue existing/future development projects until the next bond issuance in middle to late 2015.

Background: To continue the redevelopment of the Laney Walker and Bethlehem Historic Districts respectively, additional capital is needed to keep existing momentum and to assist with an array of project development related expenses(see attached budget) critical to continuing the redevelopment work and our commitments (to partners) in several developmental nodes to include most notably:

- Pine Street/11th Street/12th Street
 - New Construction and Restoration of Single Family Homes on Pine Street and Eleventh (11th) Street,
 - Homeowner Rental Rehabilitation Projects on Eleventh (11th) Street,
 - Market Rate Rental Projects on Twelfth (12th) Street.
- Twiggs Circle
 - Phase 2 – Acquisition/Demolition/Construction/Restoration/Other of the 1400 block of Twiggs Street;
 - These Phase 2 actions will compliment Phase 1, a partnership with the Augusta Housing Authority, in which we are newly constructing sixteen (16) duplexes and eight (8) single family housing units. Phase 1 has already begun.
- Holley Street Commons
 - New Construction of Single Family Homes,
 - Sound Wall Barrier – design (of) and construction (of).

Note: See Budget for Detailed Listing of All Projects

To date, our success is the result of a strategy that has been very carefully implemented, that has yielded noticeable neighborhood improvements which have been appreciated by citizens of each

respective neighborhood, and acknowledged by redevelopment and planning professionals both regionally and nationally.

Therefore to continue to build upon this success without pause, we (Housing and Community Development Department) need your understanding, commitment and most importantly your support.

The details of the Laney Walker /Bethlehem development for the period of July 2013 through October 2015 is attached. The details of the Twiggs Circle project is provided under separate cover.

Analysis: If supported by the Augusta City Commission, the Housing and Community Development Department will be able to continue the transformation of Augusta's Urban Core (Laney Walker & Bethlehem Historic Districts) into a model city for the 21st century.

Financial Impact: If approved by the City Commission, the Laney Walker/Bethlehem Revitalization Project will be financially supported by \$2,500,000.00 from a source to be determined by the Administrator and Finance Director. One hundred percent of the borrowed funding (\$2,500,000.00) will be paid at the time of the 2015 bond issuance closing.

Alternatives: None Recommended.

Recommendation: Accept this Bridge Loan Request (and terms) as presented.

Funds are Available in the Following Accounts: Not Applicable -- Due to the nature of this request.

REVIEWED AND APPROVED BY:

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

LWB FUNDS NEEDED THROUGH BOND FINANCING
JULY 2013 - OCTOBER 2015

AREA/SERVICE	BASIS	UNITS		BOND	OTHER	NOTES
PROJECT MANAGEMENT				\$1,050,000		27 MONTHS - THROUGH OCTOBER 2015
MARKETING					\$280,000	27 MONTH - THROUGH OCTOBER 2015
HOLLEY STREET COMMONS					\$240,000	BUILD CUL-DE-SAC
HOLLEY STREET COMMONS	\$180,000			\$180,000		SOUND WALL - DESIGN/BUILD
HOME FUNDED UNITS (3)		3			\$450,000	
THE BOULEVARD				\$50,000		PLANNING FOR STREETScape "CALMING"
HERITAGE PINE - PHASE I	\$85,500	2		\$171,000		1221 AND 1248 PINE
HERITAGE PINE - PHASE II	\$85,500	2		\$171,000		1244/1246 & 1248 ELEVENTH
	\$100,000			\$100,000		SPRUCE STREET INFRASTRUCTURE
HOME-FUNDED UNITS (4)		4			\$620,000	1200 BLOCK OF ELEVENTH STREET; PARK
HYDE PARK UNITS (4)		4			\$380,000	(2) AT ELEVENTH & (2) AT HOLLEY
RENTAL REHAB				\$200,000		
MARKET RATE RENTAL [5]				\$100,000		POTENITALLY 12TH STREET; 0%, DEF. 7 YRS
TWIGGS CIRCLE - Phase I				\$300,000	\$5,250,000	SOIL and DEMO, (2) PARKS; AHA'S PHASE I
TWIGGS CIRCLE - Phase IIA	\$85,500	12		\$1,026,000	\$1,539,000	1400 BLOCK OF TWIGGS; PHASE IIB
	\$550,000	2		\$550,000		INFRASTRUCTURE, CIVIL/NPDES, 2 REHABS
RESTORATIONS	\$15,000	7		\$105,000		STABILIZE
ARCHITECT/ENGINEER	\$1,086,500	5%		\$54,325		DESIGN / INFRASTRUCTURE
HISTORICAL TRAIL				\$50,000		PLANNING
DEMOLITIONS				\$250,000		50 UNITS
ACQUISTION/PROPERTY MAINTENANCE				\$800,000		
	New Bond Units	25	Bond Cost	\$5,157,325	\$8,759,000	
	Total Units	36			\$13,916,325	Total Development Cost
				\$5,157,325		BOND COST CREDITS
COST ASSUMPTIONS PER HOUSE				-\$1,125,000		SALES PROCEEDS
25% TO GC/PURCHASER	\$ 45,000			-\$680,000		HOUSING AUTHORITY REIMBURSEMENT
BUYER'S GAP	\$ 35,000			-\$85,000		ENGINEERING (FOR TWIGGS ST. LOTS)
INTEREST	\$ 5,500			-\$220,000		CDBG HOLLEY COMMONS INFRASTRUCTURE
	\$ 85,500			-\$325,000		BALANCE AVAILABLE 2010 BOND ISSUE
				\$2,722,325		
			CONTINGENCY (10%)	\$272,233		
			TOTAL GAP	\$2,994,558	22% OF TOTAL DEVELOPMENT COST	

NOTE: THE 'OTHER' COLUMN INCLUDES PROJECTS FUNDED BY CDBG, 'HOME', PAY-AS-YOU-GO, HOUSING AUTHORITY AND HYDE PARK BUDGETS

REVISED: 07-11-2013

Item #

Attachment number 1 InPage 1



**Administrative Services Committee Meeting
8/12/2013 1:05 PM
Minutes**

Department: Clerk of Commission

Caption: Motion to approve the minutes of the Administrative Services Committee held on July 29, 2013.

Background:

Analysis:

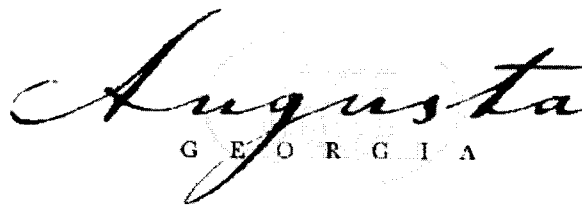
Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting Commission Chamber - 7/29/2013

ATTENDANCE:

Present: Hons. Lockett, Chairman; Davis, Vice Chairman; Fennoy and Jackson, members.

Absent: Hon. Deke Copenhaver, Mayor.

ADMINISTRATIVE SERVICES

1. 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. **Item Action:** Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner William Fennoy	Passes

2. Discuss Commission's authorized directives. (Requested by Commissioner Marion Williams) (Referred from July 16 Commission meeting) **Item Action:** Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to legal. Mr. Jackson out. Motion Passes 3-0.	Commissioner Mary Davis	Commissioner William Fennoy	Passes

3. 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) **Item Action:** Disapproved

Item # 3

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve receiving this item as information. Mr. Fennoy and Mr. Lockett vote No. Motion Ties 2-2.	Commissioner Mary Davis	Commissioner Joe Jackson	Ties

4. Discuss evaluation process for Commission's direct reports. (Requested by Commissioner Marion Williams) (Referred from July 16 Commission meeting)
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve tasking the Law Department and Human Resources to present to the Commission for review options for implementing an evaluation process in the next sixty days based on the goals and objectives established by Commission at the retreat in January. Mr. Jackson out. Motion Passes 3-0.	Commissioner Mary Davis	Commissioner William Fennoy	Passes

5. Motion to approve the minutes of the Administrative Services Committee held on July 8, 2013.
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner William Fennoy	Passes



**Administrative Services Committee Meeting
8/12/2013 1:05 PM
RFP McDonald Transit**

Department:

Caption: Discuss the award of RFP#13-125 to McDonald Transit, which was approved by the Commission on July 16, 2013.
(Requested by Commissioners Alvin Mason and Bill Lockett)

Background: The commission approved the award of the RFP for Transit System Service and Support services (RFP#13-125) to McDonald Transit for a three year period. The supporting documents attached from Sharon Dottery recommending McDonald Transit referenced McDonald's cost proposal and the savings that Augusta would see over the next three years. However, documents supporting the recommendation was not presented to the commission as it related to the cost of operating the system and potential savings.

Analysis: The RFP award did not include associated costs of the proposal.

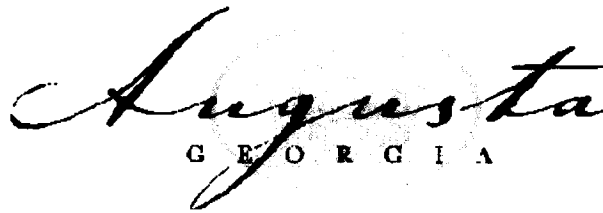
Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



Commission Meeting Agenda
7/16/2013 5:00 PM
RFP 13-125 for Transit System Service & Support Service

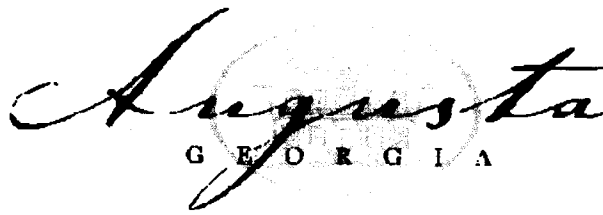
- Department:** Augusta Public Transit
- Caption:** Motion to **approve** the award of the RFP for Transit System Service and Support Services (RFP #13-125) to McDonald Transit for a period of three (3) years.
- Background:** Augusta Public Transit was asked to prepare a RFP for the possible continuation privatization of Transit System Services. The RFP was opened on May 16, 2013 with five (5) potential vendors. After Procurement's review of their required submissions, one (1) vendor was deemed as non-compliant due to missing information, specifically, no addendum. Therefore, there were four (4) remaining proposals. The evaluation committee met on June 17, 2013, to evaluate the four (4) potential vendors on their oral presentations.
- Analysis:** ON June 17, 2013, oral presentations were made by McDonald Transit Associates, Inc, Veolia Transit, National Express and First Transit. After listening to all presentations, the evaluation committee rated each firm. The evaluation committee's recommendation is McDonald Transit.
- Financial Impact:** Based on McDonald's cost proposal, it would be in the best interest of Augusta to proceed with this award to them. According to their cost proposal submitted Augusta, GA will realize a cost savings over the three years. Further cost savings can possibly be received during the final negotiations with McDonald Transit.
- Alternatives:** Keep Augusta Public Transit under total City control.
- Recommendation:** Approve the awarding of the proposal to McDonald Transit.

Item # 4

**Funds are
Available in the
Following
Accounts:** Fund 546

REVIEWED AND APPROVED BY:

Item # 4



7/16/2013 5:00 PM

Attachments / click to download

- ☐ [Agenda Submittal Form](#)
- ☐ [Request for Proposal](#)
- ☐ [Tabulation Sheet](#)
- ☐ [Mandatory Pre Proposal Sign In Sheet](#)
- ☐ [Mail List and Demandstar Planholders](#)
- ☐ [Process Regarding RFPs](#)
- ☐ [Recommendation Letter from Department](#)
- ☐ [Cumulative Evaluation Sheet](#)

 [← Back](#)

Item # 4

Corrected
REQUEST FOR PROPOSALS

Request for Proposals will be received at this office until Tuesday, April 16, 2013 @ 3:00 P.M. for furnishing:

RFP Item #13-125 Transit Services for Public Transit Department

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

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

RFP documents may be viewed on the Augusta Georgia web site under the Procurement Department **ARCbid**. RFP documents may be obtained at the office of the Augusta, GA Procurement Department, 530 Greene Street – Room 605, Augusta, GA 30901.

A mandatory vehicle & facility inspection will be held on Friday, March 22, 2013 from 9:00 a.m. to 12:00 p.m. at Augusta Public Transit, 1535 Fenwick Street, Augusta, GA 30904. A Mandatory Pre-Proposal Conference will be held on Friday, March 22, 2013 @ 3:00 p.m. in the Procurement Department, 530 Greene Street, Room 605. All questions must be submitted by fax at 706 821-2811 or by email to procbidandcontract@augustaga.gov by Tuesday, March 26, 2013 @ 5:00 p.m. No RFP will be accepted by fax, all must be received by mail or hand delivered.

No RFP may be withdrawn for a period of 90 days after time has been called on the date of opening. A 10% Bid Bond is required to be submitted. A performance and payment bond in the amount of 100% equal to the contract sum will be required of the successful proposer for award.

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 RFP number on the outside of the envelope.

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

GERI A. SAMS, Procurement Director

Publish:
 Augusta Chronicle February 28, 2013 and March 7, 14, 21, 2013
 Metro Courier March 6, 2013

RFP Opening
RFP Item #13-125
Transit Services
for Augusta, Georgia - Public Transit Department
RFP Due: Thursday, May 16, 2013 @ 3:00 p.m.

VENDORS	Attachment B	E-Verify #	Addendum 1-4	SAVE Form	Original	8 Copies	Bid Bond	Fee Proposal
Veolia Transportation 720 E. Butterfield Rd., Suite 300 Lombard, IL 60148	Yes	105540	Yes	Yes	Yes	Yes	Yes	Yes
MV Transportation 479 Mason St., Suite 221 Vacaville, CA 95688	Yes	64880	No/Non- Compliant	Yes	Yes	Yes	Yes	Yes
First Transit 600 Vine Street, Suite 1400 Cincinnati, OH 45202	Yes	51762	Yes	Yes	Yes	Yes	Yes	Yes
SL Gresham Company 235 Peachtree St., Suite 400 Atlanta, GA 30303								
Applebus Company 230 Main Street East Cleveland, MO 64734								Yes
National Express 8041 Hosbrook Rd., Suite 330 Cincinnati, OH 45236	Yes	TGRE1108/ 671205	Yes	Yes	Yes	Yes	Yes	Yes
American Coach of Atlanta 705 Lively Avenue Norcross, GA 30071	No Bid Response							
Mobility Transportation 1850 SE 17th St., Suite 200 Fort Lauderdale, FL 33315								
McDonald Transit 3800 Sanshell Dr., Suite 175 Fort Worth, TX 76137	Yes	166924	Yes	Yes	Yes	Yes	Yes	Yes
Keolis Transit 3300 SW 11th Avenue Fort Lauderdale, FL 33315	No Bid Response							

Mandatory Pre-Proposal Conference
RFP Item #13-125
Transit Services
for Augusta, Georgia – Public Transit Department
Friday, March 22, 2013 @ 3:00 p.m.

PLEASE PRINT

NAME	COMPANY/DEPT.	ADDRESS/CITY/STATE/ZIP CODE	TELEPHONE NUMBER	FAX NUMBER	Prime/Sub
1. Dolly Zitting	National Express	8041 Hobbsbrook Dr. #330	513-498-2011	988-819-225	Prime
2. Robert Hager	Mobility Transport	Fulcher Hager PO Box 1477 Augusta GA	706-724-0171	706-396-3607	Prime
3. Kenneth Fischer	McDonald Transit	3800 Sandwell Dr. Suite 175 Fulton County, GA 30637 1850 SE 17th Street Suite 200 Fort Lauderdale	(306) 310-1044	—	Prime
4. David L. Jones	Mobility Transport	530 Greenest	954-847-5400	954-847-5553	Prime
5. Susan Kan	AFT	1333 Fenwick St Augusta, GA 30904	706-821-2422	706-821-2580	
6. Sharon Dottery	Transit		706-921-1318		
7. Nanny Williams	Procurement		706-921-2335		
8. Marilyn Johnson	Procurement		706-821-2888	706-821-2811	
9. Teri Lano	Procurement		706-821-2422	706-821-2811	
10.					
11.					
12.					

Original - 1

Original - 2

Mandatory Pre-Proposal Conference
RFP Item #13-125
Transit Services
for Augusta, Georgia - Public Transit Department
Friday, March 22, 2013 @ 3:00 p.m.

PLEASE PRINT

NAME	COMPANY/DEPT.	ADDRESS/CITY/STATE/ZIP CODE	TELEPHONE NUMBER	FAX NUMBER	Prime/Sub
1. CURTISS STANCIL	FIRST TRANSIT	8101 Hampton Meadows Ln. Chesapeake, VA 23832	804-616-7342	804-734-7260	Prime
2. Vasti Amaro	Koalis Transit America	3300 S.W. 11th Avenue Fort Lauderdale, FL 33315	954-599-8418	954-463-7099	Prime
3. John Garrett	American Coach Lines	705 Lively Ave. Norcross, GA 30071	770-449-1806	770-246-9397	Prime
4. ERIC COX	AMERICAN COACH LINES MBE/DBE	705 Lively Ave. Norcross, GA 30071	770-449-1806	770-246-9397	Prime
5. Stefan Gresham	SL Gresham Company	235 Peachtree St SE #400 Atlanta, GA 30303	770-322-5535	404-880-3374	PRIME SUB
6. JOSEPH WASHINGTON	" "	" "	404-886-9686		
7. Garry Coles	MU Transit	5910 N Central Expressway Dallas TX 75206	804-390-2668	Garry Coles MU Trans. Inc.	Prime
8. Mike Jacob	Executive Soc	P.O. Box 2051 Augusta Ga	706-664-7765	Mike Jacob exec soc	Sub Contractor
9. Taneka Allen	Augusta		706-801-2400		
10.					
11.					
12.					

Item # 4

original - 3

Mandatory Pre-Proposal Conference
RFP Item #13-125
Transit Services
for Augusta, Georgia – Public Transit Department
Friday, March 22, 2013 @ 3:00 p.m.

PLEASE PRINT

NAME	COMPANY/DEPT.	ADDRESS/CITY/STATE/ZIP CODE	TELEPHONE NUMBER	FAX NUMBER	Prime/Sub
1. Ted Rick	APPLE BUS COMPANY	230 Main Street East Cleveland, OH 44110 64734	(913) 465-3613	(816) 615-3311	Prime
2. John Duncan	National Express	80-11 Mosbrook Rd Suite 330 Lincoln, OH 45236	513 319 5725	866 615 2692	Prime
3. Dick Alexander (Brittany millan)	Veolia Transdev	720 E. Butterfield Rd Suite 300 Lombard, IL 60148	(863) 530- 7573	(630) 495-1377	Prime
4. Lucile Lewis	APDD	505 1st St. Augusta, GA 31401	821- 706-1888	821- 706-1808	—
5. Darrell White	Procurement		706 821-2423	706 821-2811	
6. Lyvonne Gentry	DBE		706 821-2406		
7.					
8.					
9.					
10.					
11.					
Item # 4					

Planholders List - Onvia DemandStar

Page 1 of 1

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 RFP-13-125-0-2013/PJM

Bid Name Transit Services

1 Document(s) found for this bid

15 Planholder(s) found.

Add Planholder

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
Apple Bus Company	8166183310	8166183311	1			Documents
Bergmann Associates	9043633133	9043633203	1			Documents
First Transit, Inc.	5136848726	5136848852	1			Documents
KTA	3109819500	3109819501	1			Documents
Medical Transportation Management, Inc.	6365615686	6365612962	1			Documents
Metro Cars	7349465700	7349461701	1			Documents
MV Transportation	7074465573	7074464177	1			Documents
National Express	5133226214	5133226214	1			Documents
Onvia, Inc. - Content Department	2063739500	8882637801	1			Documents
Renaissance Planning Group	4074870061	4074870058	1			Documents

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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 RFP-13-125-0-2013/PJM

Bid Name Transit Services

1 Document(s) found for this bid

15 Planholder(s) found.

Add Planholder

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
Tectrans Inc.	5133825828	3109819501	1			Documents
The Waters Consulting Group Inc.	9724811950	9724811951	1			Documents
Tindale-Oliver and Associates, Inc.	8132248862	8132262106	1			Documents
Transit Scheduling Solutions, Inc.	4044558861	7709858860	1			Documents
Veolia Transportation	6303821093	6304951377	1			Documents

Page 2 of 2 first | previous | next | last

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Item # 4

BIDDERS LIST

BID ITEM # 13-125 COST \$ _____

#	COMPANY'S NAME & CONTACT PERSON	COMPLETE MAILING ADDRESS TELEPHONE & FAX NUMBERS	DATE	SPEC #	INITIALS	MAILED BY
1	Edward Griffin MV Transportation 14676 SW 39th Court Rd. Ocala FL 34473	Phone 407-455-2632	3/5/13		DW	U.S. mail: 1
2						
3	MTM, Inc. Attn: Amy Ritchie 16 Hawk Ridge Drive Lake St. Louis, MO 63367	Phone	3/5/13		DW	U.S. mail: 1
4						
5	ATTN: MARY FONVIELLE PRIME VENDOR INC 4622 CEDAR AVENUE, SUITE 123 WILMINGTON, NC 28403-4429	Phone 800-746-9554	3/6/13		pg	US mail
6		FAX 800-746-8307				
7	ATTN: JENNIFER KELLY KEOLIS TRANSIT AMERICA 6053 WEST CENTURY BLVD, STE 900 LOS ANGELES, CA 90045	310-981-9500	3/12/13		pg	US mail
8		FAX 310-981-9501				
9	Maruti Fleet & Management Attn: Eduardo Carrion 1050 South Edgewood Avenue Jacksonville, FL 32205		3/13/13		DW	U.S. mail: 1
10						
11	SP Plus Attn: Brett Munkel 1510 Shade Tree Way Alpharetta, GA 30009	Phone 770-845-6180	3/20/13		DW	U.S. mail: 1
12						

Item # 4

**ATTN: JOE DAVIS
PENINSULA TRANSPORTATION GROUP
1850 SE 17TH STREET SUITE 200
FORT LAUDERDALE, FL 33316**

**ATTN: TIMA AILEEN TKACH
NATIONAL EXPRESS TRANSIT CORP.
8041 HOSBROOK RD, SUITE 1012
CINCINNATI, OH 45236**

**ATTN: ERIC COX
AMERICAN COACH LINES OF ATLANTA
705 LIVELY AVENUE
NORCROSS, GA 30071**

**ATTN: BUD JORDAN
6053 WEST CENTURY BLVD
SUITE 900
LOS ANGELES, CA 90045**

**ATTN: CLINT CHRISTOFFERSEN
945 HORNBLEND STREET, SUITE G
DAN DIEGO, CA 92109**

MCDONALD TRANSIT ASSOCIATES
3800 SANDSHELL DR. SUITE 175
FORT WORTH, TX 76137

MV TRANSIT
4620 WESTAMERICA DRIVE
FAIRFIELD, CA 94534

VEOLIA TRANSPORTATION, INC.
720 E. BUTTERFIELD RD SUITE 300
LOMBARD, IL 60148

FIRST TRANSIT, INC.
600 VINE STREET SUITE 1400
CINCINNATI, OH 45202

S.L. KING TECHNOLOGIES
ATTN: JOSEPH PORTER
270 PEACHTREE ST. NE, SUITE 1600
ATLANTA, GA 30303

VEOLIA TRANSPORTATION
463 COMMERCE PARK, SUITE 114
MARIETTA, GA 30060

Juriah Lewis
Planning & Development

Sharon Dottery
Augusta Public Transit
Fenwick Street

Yvonne Gentry
LSBOP
3rd Floor
Municipal Building

RFP Item #13-125 Mailed Thursday
2/28/13

RFP Item #13-125
Transit System Services & Support
Services
For Augusta Public Transit
RFP Due: Fri. 4/16/13 @ 3:00 P.M.

ANDREW MACKENZIE
LAW DEPARTMENT

KENNETH BRAY
LAW DEPARTMENT

TIM SCHROER
FINANCE DEPARTMENT

SUSAN KAIN
FINANCE DEPARTMENT

TAMEKA ALLEN
DEPUTY ADMINISTRATOR

FYI: Process Regarding Request for Proposals

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

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

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

Sec. 1-10-52. Sealed proposals.

- (a) *Conditions for use.* The competitive sealed proposals method may be utilized when the Augusta, Georgia Administrator approves the written justification of the Procurement Director or using agency head that the sealed bid method is not in the best interest of Augusta, Georgia. Generally, this method may be used when competitive sealed bidding (involving the preparation of detailed and specific specifications) is either not practicable or not advantageous to Augusta, Georgia. Augusta, Georgia is not restricted from using alternative procurement methods for obtaining the best value on any procurement, such as Construction Management at Risk, Design/Build, etc.
- (b) *Request for proposals.* Competitive sealed proposals shall be solicited through a request for proposals (RFP).

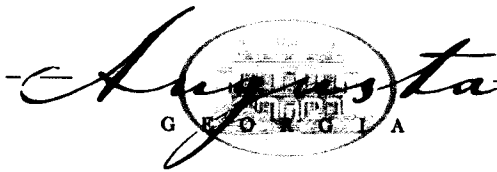
- (c) *Public notice.* Adequate public notice of the request for proposals shall be given in the same manner as provided in section 1-10- 50(c)(Public Notice and Bidder's List); provided the normal period of time between notice and receipt of proposals minimally shall be fifteen (15) calendar days.
-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

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

- (f) *Public inspection.* The responses will be open for public inspection only after contract award. Proprietary or confidential information marked as such in each proposal will not be disclosed without written consent of the offeror.
- (g) *Evaluation and selection.* The request for proposals shall state the relative importance of price and other evaluation factors that will be used in the context of proposal evaluation and contract award. (Pricing proposals will not be opened until the proposals have been reviewed and ranked). Such evaluation factors may include, but not be limited to:
 - (1) The ability, capacity, and skill of the offeror to perform the contract or provide the services required;
 - (2) The capability of the offeror to perform the contract or provide the service promptly or within the time specified, without delay or interference;
 - (3) The character, integrity, reputation, judgment, experience, and efficiency of the offeror;
 - (4) The quality of performance on previous contracts;
 - (5) The previous and existing compliance by the offeror with laws and

ordinances relating to the contract or services;

- (6) The sufficiency of the financial resources of the offeror relating to his ability to perform the contract;
 - (7) The quality, availability, and adaptability of the supplies or services to the particular use required; and
 - (8) Price.
- (h) *Selection committee.* A selection committee, minimally consisting of representatives of the procurement office, the using agency, and the Administrator's office or his designee shall convene for the purpose of evaluating the proposals.
 - (i) *Preliminary negotiations.* Discussions with the offerors and technical revisions to the proposals may occur. Discussions may be conducted with the responsible offerors who submit proposals for the purpose of clarification and to assure full understanding of, and conformance to, the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussions and revision of proposals and such revisions may be permitted after submission and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of information derived from proposals submitted by competing offerors.
 - (j) From the date proposals are received by the Procurement Director through the date of contract award, no offeror shall make any substitutions, deletions, additions or other changes in the configuration or structure of the offeror's teams or members of the offeror's team.
 - (k) *Final negotiations and letting the contract.* The Committee shall rank the technical proposals, open and consider the pricing proposals submitted by each offeror. Award shall be made or recommended for award through the Augusta, Georgia Administrator, to the most responsible and responsive offeror whose proposal is determined to be the most advantageous to Augusta, Georgia, taking into consideration price and the evaluation factors set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain a written report of the basis on which the award is made/recommended. The contract shall be awarded or let in accordance with the procedures set forth in this Section and the other applicable sections of this chapter.

**AUGUSTA PUBLIC TRANSIT**

SHARON DOTTERY, TRANSIT CONTRACT MANAGER

MEMORANDUM

To: Geri Sams
Procurement Director

From: Sharon Dottery
Transit Contract Manager

Date: June 19, 2013

Subject: RFP 13-125 Transit Services Recommendation

I am requesting that RFP 13-125 for operation of Transit Services be awarded to McDonald Transit.

Based on McDonald's cost proposal, it would be in the best interest of Augusta to proceed with this award to them. According to their cost proposal submitted Augusta, GA will realize a cost savings over the three years. Further cost savings can possibly be received during the final negotiations with McDonald Transit.

If I can be of further assistance please do not hesitate to contact me.

Sharon

cc: Phyllis Mills, Procurement
Nancy Williams, Procurement
Shelia Paulk

Cumulative Evaluation Sheet - Phase I
RFP Item #13-125 Transit Services
for Augusta, Georgia - Public Transit Department

	PTS	First Transit 600 Vine Street, Suite 1400 Cincinnati, OH 45202	McDonald Transit 3800 Sanshell Dr., Suite 175 Fort Worth, TX 76137	National Express 8041 Hosbrook Rd., Suite 330 Cincinnati, OH 45236	Veolia Transportation 720 E. Butterfield Rd., Suite 300 Lombard, IL 60148
Evaluation Criteria					
A. Capability and experience of supervisory personnel to be assigned to the project	20	12	19	14	11
B. Capability and prior experience in transit systems, including the provision of flexible route deviation services, including services for disabled riders, in various sized communities	20	17	19	14	17
C. Adequacy of financial, managerial, and technical resources to successfully carry out the required services and meet required service standards	20	19	20	13	20
D. Adequacy of Proposer's vehicle maintenance program	15	10	15	10	11
E. Adequacy of Proposer's response to all other requirements, terms, and conditions of this Request for Proposals	10	8	10	5	10
F. References - Proposer shall provide a complete list of properties where transit service was provided, along with the Contract years, a contact name, title, and phone number	10	9	10	9	9
G. Proposed Cost per Revenue Hours Lowest 5 points Second 4 points Third 3 points Fourth 2 points Fifth 1 points	5	5	3	4	2
TOTAL	100	79	95	69	80
Cumulative Phase II - Presentations (Ranking in order of preference - 1 being the number one choice)					
Presentations		2	1	4	3

Item # 4