



Administrative Services Committee Commission Chamber- 9/23/2013- 1:05 PM
Meeting

ADMINISTRATIVE SERVICES

1. Discuss request for leave for the Administrator. (Requested by Commissioner Williams) (Referred from August 26 Administrative Services Committee) (Referred from September 17 Commission meeting) ☐ Attachments
2. Discuss how people are appointed to the appropriations committee on the Arts Council, their term on the committee and their residence. (Requested by Commissioner Johnson) (Referred from August 26 Administrative Services Committee) (Referred from September 17 Commission meeting) ☐ Attachments
3. Discuss the businesses who are not participating in providing data for the Disparity Study. (Requested by Commissioner Williams) (Referred from August 26 Administrative Services Committee) (Referred from September 17 Commission meeting) ☐ Attachments
4. Motion to uphold denial of bid protest regarding ITB #13-171 Downtown Signal & Streetlight Improvements. The Procurement Department denied the request from Bass Signal Corporation the opportunity to supply financial experience and equipment statement which were required with their bid submittal. ☐ Attachments
5. Discuss economic development in association with new tourist attractions in Augusta. **(Requested by Commissioner Marion Williams)** ☐ Attachments
6. Discuss/receive a comprehensive report from Mr. Chester Wheeler, Director HED regarding the relocation program for residents of Hyde Park. **(Requested by Commissioner Marion Williams)** ☐ Attachments
7. Motion to approve Laney Walker/Bethlehem Revitalization ☐ Attachments

Project – Bridge Loan request of \$2,500,000.00 and return whatever amount is not used; task the Administrator, Finance Department and Mr. Wheeler to identify an additional funding stream to continue the LW/B Project and bring back recommendation in six months; and to determine whether it is more economical to bring the consulting task in-house rather than outsourcing it. (Approved by Administrative Services Committee August 26, 2013 - deferred from the Commission September 3, 2013) (Referred from September 17 Commission meeting)

8. Motion to approve the minutes of the Administrative Services ☐ Attachments
Committee held on August 26, 2013.

www.augustaga.gov



**Administrative Services Committee Meeting
9/23/2013 1:05 PM
Administrator's Leave**

Department: Clerk of Commission

Caption: Discuss request for leave for the Administrator. (Requested by Commissioner Williams) (Referred from August 26 Administrative Services Committee) (Referred from September 17 Commission meeting)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
9/23/2013 1:05 PM
Arts Council Appointments**

Department: Clerk of Commission

Caption: Discuss how people are appointed to the appropriations committee on the Arts Council, their term on the committee and their residence. (Requested by Commissioner Johnson) (Referred from August 26 Administrative Services Committee) (Referred from September 17 Commission meeting)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:

Nancy Morawski

From: Mayor Pro Tem Corey Johnson
Sent: Wednesday, August 21, 2013 9:00 AM
To: Lena Bonner; Nancy Morawski
Subject: items to be placed on committee agenda

1. Discuss how people are appointed to the appropriations committee on the Arts council, their term on the committee and their resident.
2. Discuss a path forward to hire a contract compliance officer immediately.
3. Request the Attorney to prepare and return to court to ask for the injunction to be lifted.

Mayor Pro-Tem Corey Johnson
District 2 Commissioner

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AED:104.1

**GREATER AUGUSTA ARTS COUNCIL
FY 2014 Regranting Committee List**

Scott Adkins**Anderson & Adkins CPAs, Partner**

Volunteer Type: Community

scott.adkins@andersonadkins.com

706.288.2800

707 Jones Creek Dr.

Evans, GA 30809

**Lee Smith, Jr. Community Foundation,
President/CEO**

Volunteer Type: Community

rls@cfcsra.org

706.724.1314

PO Box 31358

Augusta, GA 30903

Shawn L. Edwards**Housing and Community Development,
Program Manager**

Volunteer Type: Community

Sedwards@augustaga.gov

706. 821.1797, Ext. 4267

925 Laney Walker Blvd, 2nd floor

Augusta, GA 30901

Lisa Taylor**Clerk of Superior Court's Office**

Volunteer Type: Arts Council Board

ltaylor@augustaga.gov

706.832.0189

511 Ashland Dr.

Augusta, GA 30909

Crystal Eskola**Compass**

Volunteer Type: Arts Council Board

gceskola@netscape.com

706.399.0146

1215 Magnolia Dr.

Augusta, GA 30904

Robert S. Thurman**First National Bank & Trust, Branch Manager**

Volunteer Type: Community

rthurman@qnbtrust.com

706-855-8137

4455 Andover Dr.

Evans, GA 30809

Lynthia Owens**Congressman Barrow's Office, District Director**

Volunteer Type: Arts Council Board

Lynthia.ross@mail.house.gov

912.660.4841

1450 Greene St., Suite 550

Augusta, GA 30901

Ingrid Tutt**Georgia Regents University**

Volunteer Type: Arts Council Board

mizingrid1@hotmail.com

706.267.0844

1120 15th St. MAA-033

Augusta, GA 30912

Mike Sleeper**Savannah River Nuclear Solutions and
Columbia County BOE**

Volunteer Type: Arts Council Board

mike@sleeper.org

706.830.7786

327 Barnsley Dr.

Evans, GA 30809

Steve Walpert**Fort Gordon Entertainment**

Volunteer Type: Arts Council Board

Steven.walpert@us.army.mil

706.831.8852

PO Box 7447

Fort Gordon, GA 30905

GREATER AUGUSTA ARTS COUNCIL
FY 2014 Regranting Committee List

Alex Wier

Wier Stewart, Creative Director

Volunteer Type: Community

Alex@wierstewart.com

706.447.2630

982 Broad St.

Augusta, GA 30901



**Administrative Services Committee Meeting
9/23/2013 1:05 PM
Data for the Disparity Study**

Department: Clerk of Commission

Caption: Discuss the businesses who are not participating in providing data for the Disparity Study. (Requested by Commissioner Williams)
(Referred from August 26 Administrative Services Committee)
(Referred from September 17 Commission meeting)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
9/23/2013 1:05 PM
Deny Bid Protest Regarding RFP #13-171**

Department: Procurement

Caption: Motion to uphold denial of bid protest regarding ITB #13-171
Downtown Signal & Streetlight Improvements. The Procurement
Department denied the request from Bass Signal Corporation the
opportunity to supply financial experience and equipment
statement which were required with their bid submittal.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:

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

Non-Compliant Letter



Procurement Department

Mrs. Geri Sams, Director

August 26, 2013

Bass Signal Corporation
Attn: Tracy Bass
251 Industrial Park Drive
Milledgeville, GA 31061

Ref: Bid Item: 13-171 Downtown Signal & Streetlight Improvements
For Augusta, Georgia – Engineering-Traffic Engineering Department
Bid Opening Date: Tuesday, August 13, 2013 @ 3:00 p.m.

Dear Ms. Bass:

Thank you for your submittal in response to the above referenced Bid Item. After reviewing your submittal it was noted that your Bidder's Qualifications, Equipment Statement and Financial Experience was not submitted along with your submittal. Bid Specifications stated, "No proposal will be received from any bidder unless he can present satisfactory evidence that he is skilled in work of a similar nature to that covered by the contract and has sufficient assets to meet all obligations to be incurred in carrying out the work. He shall submit with his proposal, sealed in a separate envelope, a **FINANCIAL EXPERIENCE AND EQUIPMENT STATEMENT**, giving reliable information as to working capital available, plant equipment, and his experience and general qualifications." We have included copies of the pages from the specifications that state this request for your review.

In accordance to the Bid specifications and the Augusta, Georgia Code, your company's submittal was deemed as non-compliant.

I wish to call your attention to **ARTICLE 6, Sec. 1-10-50 and ARTICLE 9, 1-10-81 and 1-10-82** of our Augusta, Georgia Code as it relates to handling claims:

ARTICLE 6: PROCUREMENT SOURCE SELECTION METHODS AND CONTRACT AWARDS

Sec. 1-10-50. Sealed bids selection method.

- (a) **Conditions for use.** All contracts of Augusta, Georgia shall be awarded by competitive sealed bidding except as otherwise provided elsewhere in this article (see section 1-10-52-Sealed Proposals; 1-10-53-Professional Services; 1-10-54-Quotations; 1-10-56-Sole Source Procurement; and 1-10-57-Emergency Procurements, of this chapter).
- (b) **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.

ARTICLE 9: APPEALS, PROTESTS AND REMEDIES: Sec. 1-10-81 and Sec. 1-10-82.

Procurement protests. Authority to Resolve Protested Solicitations and Awards.

- (a) **Right to Protest.** Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the Procurement Director.

Room 605 - 530 Greene Street, Augusta Georgia 30901

(706) 821-2422 - Fax (706) 821-2811

www.augustaga.gov

Register at www.demandstar.com/supplier for automatic bid notification



Scan this QR code with your smartphone or chrome equipped tablet to visit the Augusta, Georgia

- (b) **1-10-82. Filing of Protest.** *Protests shall be made in writing to the Procurement Director and shall be filed in within five (5) business days after the protestor knows or should have known of the facts giving rise thereto. A protest is considered filed when received by the Procurement Department. **Protests filed after the five (5) day period shall not be considered and are deemed a failure on the part of the protestor to exhaust administrative remedies.***
- (c) **Stay of Procurements During Protests or Appeals.** *In the event of a timely protest under section 1-10-82 of this Article, the Procurement Director shall not proceed further with the solicitation or with the award of the contract unless the Administrator, after consultation with the head of the using agency and General Counsel, makes determination that the award of the contract without delay is necessary to protect substantial interests of Augusta, Georgia. Such a determination may be made orally in a Committee Meeting, a Commission Meeting or may be provided to the protestor in writing.*

We would like to thank you for your interest in doing business with Augusta and look forward to your company participating in future bids. Please do not hesitate to contact us at (706) 821-2422 at any time when you have a concern and are preparing for a future bid submission.

Sincerely,



Geri A. Sams, Director
Procurement Department

GAS/dw

Attachments

cc: Tameka Allen, Deputy Administrator
Bill Shanahan, Deputy Administrator
Abie Ladson, Augusta Engineering Department
Steve Cassell, Augusta Traffic Engineering Department
Hameed Malik, Augusta Engineering Department

Invitation To Bid

Sealed bids will be received at this office on Tuesday, August 13, 2013 @ 3:00 p.m. for furnishing:

Bid Item 13-171 Downtown Signal & Streetlight Improvements for Engineering 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 examined at the office of the Augusta, GA Procurement Department, 530 Greene Street – Room 605, Augusta, GA 30901. **Plans and specifications for the project shall be obtained by all prime, subcontractors and suppliers exclusively from Augusta Blue Print. The fees for the plans and specifications which are non-refundable is \$50.00.**

It is the wish of the Owner that all businesses are given the opportunity to submit on this project. To facilitate this policy the Owner is providing the opportunity to view plans online (www.augustablue.com) at no charge through Augusta Blue Print (706 722-6488) beginning Thursday, July 4, 2013. Bidders are cautioned that submitting a package without Procurement of a complete set are likely to overlook issues of construction phasing, delivery of goods or services, or coordination with other work that is material to the successful completion of the project. Bidders are cautioned that acquisition of documents through any other source is not advisable. Acquisition of documents from unauthorized sources places the bidder at the risk of receiving incomplete or inaccurate information upon which to base his qualifications.

A Mandatory Pre Bid Conference will be held on Friday, July 26, 2013 @ 10:00 a.m. in the Procurement Department, 530 Greene Street, Room 605. A mandatory site visit will follow. All questions must be submitted in writing by fax to 706 821-2811 or by email to procbidandcontract@augustaga.gov to the office of the Procurement Department by Tuesday, July 30, 2013 @ 5:00 p.m. No bid will be accepted by fax, all must be received by mail or hand delivered.

No Bid may be withdrawn for a period of 60 days after time has been called on the date of opening. **A 10% Bid bond is required to be submitted along with the bidders' qualifications; a 100% performance bond and a 100% payment bond will be required 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 BID number on the outside of the envelope.

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle	July 4, 11, 18, 25, 2013
Metro Courier	July 10, 2013

cc:	Tameka Allen	Deputy Administrator
	Abie Ladson	Engineering Department
	Hameed Malik	Engineering Department
	Steve Cassell	Traffic Engineering

Revised: 2/5/2013

Item # 4

IB-06 BIDDER'S QUALIFICATIONS

No proposal will be received from any bidder unless he can present satisfactory evidence that he is skilled in work of a similar nature to that covered by the contract and has sufficient assets to meet all obligations to be incurred in carrying out the work. He shall submit with his proposal, sealed in a separate envelope, a FINANCIAL EXPERIENCE AND EQUIPMENT STATEMENT, giving reliable information as to working capital available, plant equipment, and his experience and general qualifications. The owner may make such investigations as are deemed necessary to determine the ability of the bidder to perform the work and the bidder shall furnish to him all such additional information and data for this purpose as may be requested. The Owner reserves the right to reject any bid if the evidence submitted by the bidder or investigation of him fails to satisfy the Owner that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Part of the evidence required above shall consist of a list of the names and addresses of not less than five (5) firms or corporations for which the bidder has done similar work.

IB-07 PERFORMANCE BOND

At the time of entering into the contract, the Contractor shall give bond to the owner for the use of the owner and all persons doing work or furnishing skill, tools, machinery or materials under or for the purpose of such contract, conditional for the payment as they become due, of all just claims for such work, tools, machinery, skill and terms, for saving the owner harmless from all cost and charges that may accrue on account of the owner performing the work specified, and for compliance with the laws pertaining thereto. Said bond shall be for the amount of the contract satisfactory to the owner and authorized by law to do business in the State of Georgia.

Attorneys-in-fact who sign bonds must file with each copy thereof, a certified and effectively dated copy of the power of attorney.

IB-08 REJECTION OF BIDS

These proposals are asked for in good faith, and awards will be made as soon as practicable, provided satisfactory bids are received. The right is reserved, however to waive any informalities in bidding, to reject any and all proposals, or to accept a bid other than the lowest submitted if such action is deemed to be in the best interest of the Owner.

IB-3

BID PROTEST



Bass Signal Corporation

251 Industrial Park Drive • Milledgeville, GA 31061 • Phone (478) 453-7544 • Fax (478) 453-7387

METRO DIVISION: Phone (770) 222-9832 • Fax (770) 222-1586

WEB SITE: WWW.BASSIGNAL.COM

August 28, 2013

City of Augusta
Geri Sams-Director
530 Green Street
Room 605
Augusta, GA 30901

29 AUG '13 AM 10:28

RE: 13-171 Downtown Signal & Streetlight Improvements

Dear Ms. Sams:

Please accept this letter as a formal appeal to the letter dated August 26, 2013 received by this office on August 27, 2013 stating that Bass Signal's bid for the above referenced project has been rejected due to not providing a financial experience and equipment statement. This was an oversight on our part and we would like to provide that information now. (see attached).

Bass Signal Corporation is ready, willing and able to handle this project and has never failed to complete a project that was awarded. We have always enjoyed working with the City of Augusta as well as the Richmond County DOT. We hope that you will accept these documents and proceed with awarding Bass Signal the contract. This would not only benefit us but would also save the City thousands of dollars by not having to pay more for this project to be completed. Another added benefit to the City is that we currently have several projects that are similar in size and scope of work in the Augusta / Richmond County area. Contact information for these projects is attached. Another contact that can verify our ability to handle projects of this scope and nature is Joey Shirling, District Signal Engineer for the Augusta area. He can be reached at 478-552-4716.

We look forward to your response. If you have any questions or need any additional information, I can be reached by phone at 478-453-7544 or by email at tracy@bassignal.com.

Sincerely,

Tracy Bass
Director of Operations



Bass Signal Corporation

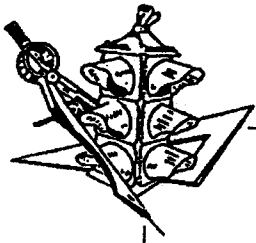
251 Industrial Park Drive • Milledgeville, GA 31061 • Phone (478) 453-7544 • Fax (478) 453-7387

METRO DIVISION: Phone (770) 222-9832 • Fax (770) 222-1586

WEB SITE: WWW.BASSIGNAL.COM

BASS SIGNAL CORPORATION WORK EXPERIENCE

Bass Signal Corporation has been engaged in the installation of traffic signals (residential and commercial electrical) since 1976 as a contractor though out the State of Georgia working for the Department of Transportation as well as private companies. Bass Signal Corporation became incorporated in 1981. Gary Bass has been involved with this type of work since the early 1970's as a City of Macon and City of Albany, Georgia employee prior to becoming a contractor. Sean Bass has been the CEO of Bass Signal for the last 12 years. Sean Bass has worked with Bass Signal for 21 years installing traffic signals. Dana Van Sedwick is an electrical engineer with 30 years' experience. He is a graduate of Southern Tech with a degree in electrical engineering and is currently the Metro Division Vice President with Bass Signal. Van Sedwick also has 10 years' experience as a District 7 Signal Engineer along with 5 years' experience with Fulton County as a Traffic Engineer.



Bass Signal Corporation

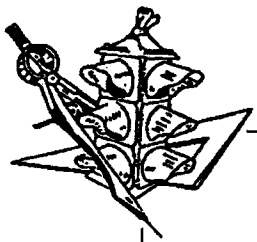
251 Industrial Park Drive • Milledgeville, GA 31061 • Phone (478) 453-7544 • Fax (478) 453-7387

METRO DIVISION: Phone (770) 222-9832 • Fax (770) 222-1586

WEB SITE: WWW.BASSIGNAL.COM

BASS SIGNAL CORPORATION OFFICERS AND KEY PERSONNEL

NAME	POSITION	YEARS OF EXPERIENCE
Gary Bass	Owner/President, Licensed Electrician	43
Sean Bass	Owner/ VP/CEO, Licensed Electrician	21
Dana Van Sedwick	Metro Vice President	30
Tracy Bass	Corp. Sec. / Treasurer	13
Michael Cary Keith	Supervisor	14
Van Johnson	Supervisor	14
Walter Farley	Supervisor	27
William Staton	Supervisor	19
Brett Webster	Supervisor	30
Matthew Posey	Supervisor	14
Matt Reedy	Estimator, Engineer EIT, Licensed Electrician	7



Bass Signal Corporation

251 Industrial Park Drive • Milledgeville, GA 31061 • Phone (478) 453-7544 • Fax (478) 453-7387

METRO DIVISION: Phone (770) 222-9832 • Fax (770) 222-1586

WEB SITE: WWW.BASSIGNAL.COM

REFERENCES

Georgia Department of Transportation
Columbia/Richmond Project # CSSTP-0007-00(360)
Don McGagee
4260 Frontage Road
Augusta, GA 30909
706-855-3470

Georgia Department of Transportation
Burke/Jefferson Project # CSSTP-0007-00(361)
George "Buster" Red
2971 US Hwy 1, North
Louisville, GA 30434
478-733-4678

Reeves Construction Company- August Division
Richmond Project # STP00-7001-00(009)
Dallas Suggs
P.O. Box 1129
Augusta, GA 30903
706-731-5230

Reeves Construction Company- Dublin Division
P.O. Box 13430
East Dublin, GA 31027
(478) 275-1002
Dennis McAllister
Contract Dates: 1999-Current (Various Projects)

Reeves Construction Company-Macon Division
P.O. Box 1508
Macon, GA 31202
(478) 743-0593
Donald Curry
Contract Dates: 2001-Current (Various Projects)

CW Matthews Contracting Company, Inc.
P.O. Drawer 970
Marietta, GA 30061
(770) 422-7520
Allen Scott
Contract Dates: 2000-Current (Various Projects)

Asset Detail by Group - Book

Item #	Asset	Property Description	Date In Service	Book Cost	Book Sal Value	Book Method	Book Period	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value
Group: FURNITURE & EQUIPMENT											
191	2	DRAFTING TABLES	1/01/02	500.00	0.00	S/L	7.0	500.00	0.00	500.00	0.00
192	3	FILING CABINETS	1/01/02	300.00	0.00	S/L	7.0	300.00	0.00	300.00	0.00
193		DESK	1/01/02	200.00	0.00	S/L	7.0	200.00	0.00	200.00	0.00
194		CHAIRS	1/01/02	300.00	0.00	200DB	7.0	300.00	0.00	300.00	0.00
195	3	WORK TABLES	1/01/02	300.00	0.00	S/L	7.0	300.00	0.00	300.00	0.00
FURNITURE & EQUIPMENT											
				1,600.00	0.00			1,600.00	0.00	1,600.00	0.00
Group: GL 158 - COMPUTER											
93		Computers	2/03/98	6,275.20	0.00	S/L	5.0	6,275.20	0.00	6,275.20	0.00
99		LAPTOP COMPUTER	3/10/99	2,613.55	0.00	S/L	5.0	2,613.55	0.00	2,613.55	0.00
115	(3)	ea A-OPEN COMPUTERS	3/19/01	4,280.00	0.00	S/L	5.0	4,280.00	0.00	4,280.00	0.00
116		COMPUTERS & NETWORKING	5/11/01	1,650.00	0.00	S/L	5.0	1,650.00	0.00	1,650.00	0.00
117		COMPUTER sn - 8803	9/28/01	936.25	0.00	S/L	5.0	936.25	0.00	936.25	0.00
144		COMPUTER SOFTWARE	2/01/02	10,950.00	0.00	Amort	3.0	10,950.00	0.00	10,950.00	0.00
145		SLE COMPUTERS-SERVER	2/25/02	3,878.75	0.00	S/L	5.0	3,878.75	0.00	3,878.75	0.00
172		COMPUTER	3/06/06	1,389.93	0.00	S/L	5.0	1,389.93	0.00	1,389.93	0.00
173		COMPUTER	5/08/06	1,496.93	0.00	S/L	5.0	1,496.93	0.00	1,496.93	0.00
174		COMPUTER	7/13/06	1,603.93	0.00	S/L	5.0	1,603.93	0.00	1,603.93	0.00
175		COMPUTER	10/12/06	1,282.93	0.00	S/L	5.0	1,282.93	0.00	1,282.93	0.00
196	3	COMPUTERS ALLY, VAN, GAI	11/07/09	3,091.55	0.00	S/L	5.0	1,339.67	618.31	1,957.98	1,133.57
205		COMPUTER - DENISE (BEST BU	9/07/10	857.37	0.00	S/L	5.0	228.63	171.47	400.10	457.27
219		COMPUTER (VAN'S)	1/11/11	1,459.13	0.00	S/L	3.0	486.38	486.38	972.76	486.37
220		COMPUTER - (SEAN)	1/23/11	899.77	0.00	S/L	3.0	299.92	299.92	574.85	324.92
224		INTEL I5QUAD PC - TRACY	10/21/11	1,284.00	0.00	S/L	5.0	42.80	256.80	299.60	984.40
GL 158 - COMPUTER											
				43,949.29	0.00			38,729.88	1,832.88	40,562.76	3,386.53
Group: GL 159 - TELEPHONE EQUIP											
94		Telephone Equipment	8/17/98	3,325.31	0.00	S/L	5.0	3,325.31	0.00	3,325.31	0.00
100		SOUTHERN LINC PHONE	3/15/99	1,179.04	0.00	S/L	5.0	1,179.04	0.00	1,179.04	0.00
176		TELEPHONE	11/21/06	1,112.71	0.00	S/L	10.0	565.62	111.27	676.89	435.82
218		SOUTHERN TELEPHONE SYSTE	8/26/10	2,216.00	0.00	S/L	10.0	295.47	221.60	517.07	1,698.93
GL 159 - TELEPHONE EQUIP											
				7,833.06	0.00			5,365.44	332.87	5,698.31	2,134.75
Group: GL 160 - MACHINERY & EQ											
15		CABLE LOCATOR	7/09/84	477.36	0.00	S/L	5.0	477.36	0.00	477.36	0.00
16		ROTO W/BORING RIG	7/09/84	2,313.00	0.00	S/L	5.0	2,313.00	0.00	2,313.00	0.00
65		HOIST,BOLT CUTTER&GRIP	10/15/91	436.01	0.00	S/L	8.0	436.01	0.00	436.01	0.00
68		ROTARY HAMMER	12/15/91	563.02	0.00	S/L	8.0	563.02	0.00	563.02	0.00
73			8/20/92	3,279.26	0.00	S/L	5.0	3,279.26	0.00	3,279.26	0.00
78		ARROW BOARD	11/22/94	4,410.00	0.00	S/L	5.0	4,410.00	0.00	4,410.00	0.00
85		LOOP ANALYZER	7/15/95	1,113.00	0.00	S/L	5.0	1,113.00	0.00	1,113.00	0.00
86		JOINT FILLER	10/15/95	3,710.00	0.00	S/L	5.0	3,710.00	0.00	3,710.00	0.00
88		DITCHWITCH	8/29/96	26,000.00	0.00	S/L	5.0	26,000.00	0.00	26,000.00	0.00

Asset Detail by Group - Book

d	Asset	Property Description	Date In Service	Book Cost	Book Sal Value	Book Method	Book Period	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value
Group: GL 160 - MACHINERY & EQ (continued)											
95	Welding Mach	Single Phase	1/05/98	862.50	0.00	S/L	5.0	862.50	0.00	862.50	0.00
101	TRUCO FLOOR SAW	PRO 35111	3/04/99	8,331.14	0.00	S/L	6.0	8,331.14	0.00	8,331.14	0.00
102	JOHN DEERE 4600 4WD TRACT		8/04/99	31,167.20	0.00	S/L	6.0	31,167.20	0.00	31,167.20	0.00
103	18 DISK HARROW		9/17/99	1,100.00	0.00	S/L	6.0	1,100.00	0.00	1,100.00	0.00
107	HOLLOX 2000 WELDER		9/22/00	1,694.01	0.00	S/L	5.0	1,694.01	0.00	1,694.01	0.00
112	2 POST LIFT - 12,000 LBS		5/30/00	5,264.87	0.00	S/L	5.0	5,264.87	0.00	5,264.87	0.00
118	DITCHWITCH		7/26/01	7,840.00	0.00	S/L	5.0	7,840.00	0.00	7,840.00	0.00
119	DITCHWITCH 3610		7/26/01	7,840.00	0.00	S/L	5.0	7,840.00	0.00	7,840.00	0.00
120	PRO 35 CONCRETE SAW		9/08/01	4,000.00	0.00	S/L	5.0	4,000.00	0.00	4,000.00	0.00
121	TEREX AMIDA CONCRETE SAW		9/28/01	2,650.00	0.00	S/L	5.0	2,650.00	0.00	2,650.00	0.00
123	AMIDA4060D -LIGHT TOWER		9/28/01	2,650.00	0.00	S/L	5.0	2,650.00	0.00	2,650.00	0.00
125	(4) ea 2500 WATT POWER INV		12/31/01	2,957.19	0.00	S/L	5.0	2,957.19	0.00	2,957.19	0.00
126	J2 CABLE LASER		12/31/01	3,017.40	0.00	S/L	5.0	3,017.40	0.00	3,017.40	0.00
146	BUSH HOG		6/05/02	1,750.00	0.00	S/L	5.0	1,750.00	0.00	1,750.00	0.00
147	1994 DITCHWITCH TRACTOR		12/27/02	5,885.00	0.00	S/L	5.0	5,885.00	0.00	5,885.00	0.00
160	INGERSOL COMPRESSOR		1/07/03	1,900.00	0.00	S/L	5.0	1,900.00	0.00	1,900.00	0.00
163	INGERSOL-RAND 175 AIR COM		7/22/04	4,044.60	0.00	S/L	5.0	4,044.60	0.00	4,044.60	0.00
165	DITCH WITCH 3610DDLSB TRE		11/15/05	5,885.00	0.00	S/L	5.0	5,885.00	0.00	5,885.00	0.00
166	DITCH WITCH 3610DD TRENCH		11/15/05	5,885.00	0.00	S/L	5.0	5,885.00	0.00	5,885.00	0.00
181	75 P GRUNDOMAT EARTH PIER		6/20/07	4,708.00	0.00	S/L	5.0	4,708.00	0.00	4,708.00	0.00
182	J2 CABLE LASER STANDARD		7/26/07	4,028.01	0.00	S/L	5.0	4,028.01	0.00	4,028.01	0.00
188	PRESSURE WASHER - ALKOTA		2/13/08	2,782.00	0.00	S/L	5.0	2,782.00	0.00	2,782.00	0.00
197	INGERSOLL RAND DIESEL AIR		3/03/09	5,350.00	0.00	S/L	5.0	5,350.00	0.00	5,350.00	0.00
206	2000 560 CASE TRENCHER/CON		8/13/10	15,000.00	0.00	S/L	5.0	15,000.00	0.00	15,000.00	0.00
207	1999 ARMAN 185 COMPRESSO		8/13/10	3,500.00	0.00	S/L	5.0	3,500.00	0.00	3,500.00	0.00
208	1999 GRUNDOMAT 3" MISSILE		8/13/10	3,000.00	0.00	S/L	5.0	3,000.00	0.00	3,000.00	0.00
209	1999 HAMMERHEAD 5.5" MISSI		8/13/10	4,000.00	0.00	S/L	5.0	4,000.00	0.00	4,000.00	0.00
210	2004 HOOOPER TRAILER/FLATBI		8/13/10	1,500.00	0.00	S/L	5.0	1,500.00	0.00	1,500.00	0.00
211	1198 SUPERIOR TRAILER 7 TON		8/13/10	3,000.00	0.00	S/L	5.0	3,000.00	0.00	3,000.00	0.00
212	2 STANDARD HOMEMADE DOI		8/13/10	700.00	0.00	S/L	5.0	700.00	0.00	700.00	0.00
213	2003 CHEVY DURAMAX 3500 D		8/13/10	11,000.00	0.00	S/L	5.0	11,000.00	0.00	11,000.00	0.00
214	2006 CHEVY SILVERADO HD 2		8/13/10	11,000.00	0.00	S/L	5.0	11,000.00	0.00	11,000.00	0.00
216	SAW CONCRETE SELF PROP		10/19/10	11,160.74	0.00	S/L	5.0	11,160.74	0.00	11,160.74	0.00
221	TAKEUCHI TBO16		3/18/11	11,235.00	0.00	S/L	5.0	11,235.00	0.00	11,235.00	0.00
222	A/C UNIT		6/01/11	2,472.00	0.00	S/L	7.0	2,472.00	0.00	2,472.00	0.00
GL 160 - MACHINERY & EQ				241,461.31	0.00			179,458.82	17,939.43	197,398.25	44,063.06

Group: GL 161 - TRUCKS & EQUIP

d	89	L1 - 1982 CHEVY C-70 FLATBEL	6/17/96	18,375.00	0.00	S/L	5.0	18,375.00	0.00	18,375.00	0.00
	92	B6 -94 F-700 Bucket Truck	10/09/97	38,220.00	0.00	S/L	5.0	38,220.00	0.00	38,220.00	0.00
	97	B1 - 97 Ford F-Super Duty B/T	5/07/98	41,293.14	0.00	S/L	5.0	41,293.14	0.00	41,293.14	0.00
	104	1997 FORD F-250 P/U #1FTHX26	7/03/99	24,590.77	0.00	S/L	6.0	24,590.77	0.00	24,590.77	0.00
	105	TR3 - 20' 6.5' X 20' GARLAND TI	8/12/99	2,618.39	0.00	S/L	6.0	2,618.39	0.00	2,618.39	0.00
	106	L3 - DIESEL ENGINE REBUILD (	9/13/99	7,254.07	0.00	S/L	6.0	7,254.07	0.00	7,254.07	0.00
	110	B3 - 1995 FORD F8000 S/A BUCK	3/23/00	22,470.00	0.00	S/L	5.0	22,470.00	0.00	22,470.00	0.00
	111	TR20 - 2000 HAWKE 6 x 12 DUM	9/26/00	4,950.20	0.00	S/L	5.0	4,950.20	0.00	4,950.20	0.00
	114	1986 FORD F8000 + NEW ENGIN	11/29/00	19,050.00	0.00	S/L	5.0	19,050.00	0.00	19,050.00	0.00

Asset Detail by Group - Book

id	Asset	Property Description	Date In Service	Book Cost	Book Sal Value	Book Method	Book Period	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value
Group: GL 161 - TRUCKS & EQUIP (continued)											
d	128	B4 - 40' ALTECH BUCKET (SEE)	7/26/01	18,500.00	0.00	S/L	5.0	18,500.00	0.00	18,500.00	0.00
	134	P11 - 1995 CHEVROLET 1500	9/28/01	3,500.00	0.00	S/L	5.0	3,500.00	0.00	3,500.00	0.00
	135	P9 - 1994 FORD F250 PICKUP	9/28/01	3,000.00	0.00	S/L	5.0	3,000.00	0.00	3,000.00	0.00
	137	1997 CHEVROLET 3500 UTILITY	9/28/01	6,500.00	0.00	S/L	5.0	6,500.00	0.00	6,500.00	0.00
	139	TR8 - 1989 REID TRAILER	9/28/01	1,500.00	0.00	S/L	5.0	1,500.00	0.00	1,500.00	0.00
	140	TR7 - 2001 IRONDOG TRAILER	9/28/01	3,000.00	0.00	S/L	5.0	3,000.00	0.00	3,000.00	0.00
	141	TR22 - 2002 6'X16' FLATBED TR	11/26/01	1,001.22	0.00	S/L	5.0	1,001.22	0.00	1,001.22	0.00
	142	TR11 - 2002 5'X 14' FLATBED TR	11/26/01	1,001.21	0.00	S/L	5.0	1,001.21	0.00	1,001.21	0.00
	143	TR21 - 2000 HAULMARK TRAIL	12/06/01	2,675.00	0.00	S/L	5.0	2,675.00	0.00	2,675.00	0.00
	148	TR23 - 1983 TANDEL AXLE TRA	3/14/02	2,332.60	0.00	S/L	5.0	2,332.60	0.00	2,332.60	0.00
d	151	TR26 - 2002 TRIPLE CROWN DU	11/06/02	6,420.00	0.00	S/L	5.0	6,420.00	0.00	6,420.00	0.00
	152	1994 FORD F700 (SEE ASSET #1)	11/07/02	9,656.75	0.00	S/L	5.0	9,656.75	0.00	9,656.75	0.00
	155	1985 BAKER FORKLIFT	11/07/02	2,100.00	0.00	S/L	5.0	2,100.00	0.00	2,100.00	0.00
	156	P13 - 1997 FORD F350	11/07/02	11,117.30	0.00	S/L	5.0	11,117.30	0.00	11,117.30	0.00
	161	B-8 - FREIGHTLINER 1999 FL 60	7/22/04	27,071.00	0.00	S/L	5.0	27,071.00	0.00	27,071.00	0.00
	162	L-4 FREIGHTLINER 1998 FL 80	11/18/04	63,023.00	0.00	S/L	5.0	63,023.00	0.00	63,023.00	0.00
	167	2005 GMC 3500	5/25/05	48,463.56	0.00	S/L	5.0	48,463.56	0.00	48,463.56	0.00
	168	BOOM FOR TRUCK #152 (1994 F	4/18/05	6,226.25	0.00	S/L	5.0	6,226.25	0.00	6,226.25	0.00
	169	ENGINE FOR TRUCK #128 (B4-4	12/07/05	4,900.60	0.00	S/L	5.0	4,900.60	0.00	4,900.60	0.00
	170	TRANSMISSION FOR ASSET #1	1/19/05	2,272.29	0.00	S/L	5.0	2,272.29	0.00	2,272.29	0.00
d	178	2006 GMC SIERRA 2500 #66994	7/17/06	26,221.96	0.00	S/L	5.0	26,221.96	0.00	26,221.96	0.00
	179	2007 CHEVROLET SILVERADO	12/12/06	34,327.98	0.00	S/L	5.0	34,327.98	0.00	34,327.98	0.00
	180	2006 GMC SIERRA #262773 (Seat	6/28/06	47,815.79	0.00	S/L	5.0	47,815.79	0.00	47,815.79	0.00
	183	TRANSMISSION FOR B-4 (#128)	3/02/07	1,786.00	0.00	S/L	5.0	1,786.00	0.00	1,786.00	0.00
	184	ENGINE	7/11/07	3,602.69	0.00	S/L	5.0	3,602.69	0.00	3,602.69	0.00
	185	2007 GMC SIERRA 63446	8/14/07	35,445.59	0.00	S/L	5.0	35,445.59	0.00	35,445.59	0.00
	186	2007 CHEVY SILVERADO CREW	8/14/07	27,415.24	0.00	S/L	5.0	27,415.24	0.00	27,415.24	0.00
	187	ENGINE	12/05/07	2,186.01	0.00	S/L	5.0	2,186.01	0.00	2,186.01	0.00
	189	2008 GMC C5500	4/17/08	83,930.82	0.00	S/L	5.0	83,930.82	0.00	83,930.82	0.00
	190	2008 CHEVROLET CK30943 (Gar	8/30/08	45,818.25	0.00	S/L	5.0	45,818.25	0.00	45,818.25	0.00
d	198	26' V-NOSE TRAILER	6/29/09	5,713.80	0.00	S/L	5.0	5,713.80	0.00	5,713.80	0.00
	199	2009 TOYOTA HIGHLANDER	9/14/09	37,234.53	0.00	S/L	5.0	37,234.53	0.00	37,234.53	0.00
	200	2000 ALTEC NAVISTA	1/30/09	123,050.00	0.00	S/L	5.0	123,050.00	0.00	123,050.00	0.00
	201	2006 INTERNATIONAL UTILITY	9/10/09	44,726.00	0.00	S/L	5.0	44,726.00	0.00	44,726.00	0.00
	202	2004 FREIGHTLINER FL70 UTIL	9/10/09	38,841.00	0.00	S/L	5.0	38,841.00	0.00	38,841.00	0.00
	203	VAN'S 2009 CHEVY P/U	10/20/09	43,460.00	0.00	S/L	5.0	43,460.00	0.00	43,460.00	0.00
	204	MATT'S 2009 CHEVY SILVERAI	12/29/09	23,423.65	0.00	S/L	5.0	23,423.65	0.00	23,423.65	0.00
	215	1998 1620 VERMEER DIRECTIOI	8/13/10	22,000.00	0.00	S/L	5.0	22,000.00	0.00	22,000.00	0.00
	217	2003 CHEVY CC15753	10/06/10	8,384.00	0.00	S/L	5.0	8,384.00	0.00	8,384.00	0.00
	223	2006 GMC SIERRA	6/24/11	13,702.23	0.00	S/L	5.0	13,702.23	0.00	13,702.23	0.00
d	225	2011 CHEVY SILVERAD 31547	10/07/11	28,826.61	0.00	S/L	5.0	28,826.61	0.00	28,826.61	0.00
	226	2011 CHEVROLET CC20953	10/11/11	31,528.79	0.00	S/L	5.0	31,528.79	0.00	31,528.79	0.00
	227	TRANSMISSION FOR ASSET #2	9/16/12	6,602.06	0.00	S/L	5.0	6,602.06	0.00	6,602.06	0.00
				1,139,125.35	0.00			1,139,125.35	0.00	1,139,125.35	0.00
GL 161 - TRUCKS & EQUIP				837,753.62	0.00			837,753.62	118,612.36	956,365.98	182,759.37
*Less: Dispositions and Transfers				66,023.77	0.00			66,023.77	0.00	66,023.77	0.00
Net GL 161 - TRUCKS & EQUIP				771,729.85	0.00			771,729.85	118,612.36	890,342.21	182,759.37

2679 Bass Signal Corporation

58-1418237

FYE: 12/31/2012

Asset Detail by Group - Book

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<u>d</u> <u>t</u> <u>Asset</u>	<u>Property Description</u>	<u>Date In</u> <u>Service</u>	<u>Book</u> <u>Cost</u>	<u>Book Sal</u> <u>Value</u>	<u>Book</u> <u>Method</u>	<u>Book</u> <u>Period</u>	<u>Book Prior</u> <u>Depreciation</u>	<u>Book Current</u> <u>Depreciation</u>	<u>Book</u> <u>End Depr</u>	<u>Book Net</u> <u>Book Value</u>
	Grand Total		1,433,969.01	0.00			1,062,907.76	138,717.54	1,201,625.30	232,343.71
	Less: Dispositions and Transfers		66,023.77	0.00			66,023.77	0.00	66,023.77	0.00
	Net Grand Total		<u>1,367,945.24</u>	<u>0.00</u>			<u>996,883.99</u>	<u>138,717.54</u>	<u>1,135,601.53</u>	<u>232,343.71</u>

Item # 4

Book Asset Detail 1/01/13 - 12/31/13

Asset #	Property Description	Date In Service	Book Cost	Book Sec 179 Exp c	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period
Group: FURNITURE & EQUIPMENT											
191	2 DRAFTING TABLES	1/01/02	500.00	0.00	0.00	500.00	0.00	500.00	0.00	S/L	7.0
192	3 FILING CABINETS	1/01/02	300.00	0.00	0.00	300.00	0.00	300.00	0.00	S/L	7.0
193	DESK	1/01/02	200.00	0.00	0.00	200.00	0.00	200.00	0.00	S/L	7.0
194	CHAIRS	1/01/02	300.00	0.00	0.00	300.00	0.00	300.00	0.00	200DB	7.0
195	3 WORK TABLES	1/01/02	300.00	0.00	0.00	300.00	0.00	300.00	0.00	S/L	7.0
	FURNITURE & EQUIPMENT		1,600.00	0.00c	0.00	1,600.00	0.00	1,600.00	0.00		
Group: GL 158 - COMPUTER											
93	Computers	2/03/98	6,275.20	0.00	0.00	6,275.20	0.00	6,275.20	0.00	S/L	5.0
99	LAPTOP COMPUTER	3/10/99	2,613.55	0.00	0.00	2,613.55	0.00	2,613.55	0.00	S/L	5.0
115	(3) ea A-OPEN COMPUTERS	3/19/01	4,280.00	0.00	0.00	4,280.00	0.00	4,280.00	0.00	S/L	5.0
116	COMPUTERS & NETWORKING	5/11/01	1,650.00	0.00	0.00	1,650.00	0.00	1,650.00	0.00	S/L	5.0
117	COMPUTER sn - 8803	9/28/01	936.25	0.00	0.00	936.25	0.00	936.25	0.00	S/L	5.0
144	COMPUTER SOFTWARE	2/01/02	10,950.00	0.00	0.00	10,950.00	0.00	10,950.00	0.00	Amort	3.0
145	SLE COMPUTERS-SERVER	2/25/02	3,878.75	0.00	0.00	3,878.75	0.00	3,878.75	0.00	S/L	5.0
172	COMPUTER	3/06/06	1,389.93	0.00	0.00	1,389.93	0.00	1,389.93	0.00	S/L	5.0
173	COMPUTER	5/08/06	1,496.93	0.00	0.00	1,496.93	0.00	1,496.93	0.00	S/L	5.0
174	COMPUTER	7/13/06	1,603.93	0.00	0.00	1,603.93	0.00	1,603.93	0.00	S/L	5.0
175	COMPUTER	10/12/06	1,282.93	0.00	0.00	1,282.93	0.00	1,282.93	0.00	S/L	5.0
196	3 COMPUTERS ALLY, VAN, GAL	11/07/09	3,091.55	0.00	0.00	1,957.98	618.31	2,576.29	515.26	S/L	5.0
205	COMPUTER - DENISE (BEST BU	9/07/10	857.37	0.00	0.00	400.10	171.47	571.57	285.80	S/L	5.0
219	COMPUTER (VAN'S)	1/11/11	1,459.13	0.00	0.00	972.76	486.37	1,459.13	0.00	S/L	3.0
220	COMPUTER - (SEAN)	1/23/11	899.77	0.00	0.00	574.85	299.92	874.77	25.00	S/L	3.0
224	INTEL ISQUAD PC - TRACY	10/21/11	1,284.00	0.00	0.00	299.60	256.80	556.40	727.60	S/L	5.0
	GL 158 - COMPUTER		43,949.29	0.00c	0.00	40,562.76	1,832.87	42,395.63	1,553.66		
Group: GL 159 - TELEPHONE EQUIP											
94	Telephone Equipment	8/17/98	3,325.31	0.00	0.00	3,325.31	0.00	3,325.31	0.00	S/L	5.0
100	SOUTHERN LINC PHONE	3/15/99	1,179.04	0.00	0.00	1,179.04	0.00	1,179.04	0.00	S/L	5.0
176	TELEPHONE	11/21/06	1,112.71	0.00	0.00	676.89	111.27	788.16	324.55	S/L	10.0
218	SOUTHERN TELEPHONE SYSTE	8/26/10	2,216.00	0.00	0.00	517.07	221.60	738.67	1,477.33	S/L	10.0
	GL 159 - TELEPHONE EQUIP		7,833.06	0.00c	0.00	5,698.31	332.87	6,031.18	1,801.88		
Group: GL 160 - MACHINERY & EQ											
15	CABLE LOCATOR	7/09/84	477.36	0.00	0.00	477.36	0.00	477.36	0.00	S/L	5.0
16	ROTO W/BOILING RIG	7/09/84	2,313.00	0.00	0.00	2,313.00	0.00	2,313.00	0.00	S/L	5.0
65	HOIST,BOLT CUTTER&GRIP	10/15/91	436.01	0.00	0.00	436.01	0.00	436.01	0.00	S/L	8.0
68	ROTARY HAMMER	12/15/91	563.02	0.00	0.00	563.02	0.00	563.02	0.00	S/L	8.0
73	ARROW BOARD	8/20/92	3,279.26	0.00	0.00	3,279.26	0.00	3,279.26	0.00	S/L	5.0
78	LOOP ANALYZER	11/22/94	4,410.00	0.00	0.00	4,410.00	0.00	4,410.00	0.00	S/L	5.0
85	JOINT FILLER	7/15/95	1,113.00	0.00	0.00	1,113.00	0.00	1,113.00	0.00	S/L	5.0
86	JOINT FILLER	10/15/95	3,710.00	0.00	0.00	3,710.00	0.00	3,710.00	0.00	S/L	5.0
88	DITCHWITCH	8/29/96	26,000.00	0.00	0.00	26,000.00	0.00	26,000.00	0.00	S/L	5.0

Book Asset Detail 1/01/13 - 12/31/13

Asset #	d	Property Description	Date In Service	Book Cost	Book Sec 179 Exp	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period
Group: GL 160 - MACHINERY & EQ (continued)												
95		Welding Mach Single Phase	1/05/98	862.50	0.00	0.00	862.50	0.00	862.50	0.00	S/L	5.0
101		TRUCO FLOOR SAW PRO 35111	3/04/99	8,331.14	0.00	0.00	8,331.14	0.00	8,331.14	0.00	S/L	6.0
102		JOHN DEERE 4600 4WD TRACT	8/04/99	31,167.20	0.00	0.00	31,167.20	0.00	31,167.20	0.00	S/L	6.0
103		18 DISK HARROW	9/17/99	1,100.00	0.00	0.00	1,100.00	0.00	1,100.00	0.00	S/L	6.0
107		HOLOX 2000 WELDER	9/22/00	1,694.01	0.00	0.00	1,694.01	0.00	1,694.01	0.00	S/L	5.0
112		2 POST LIFT - 12,000 LBS	5/30/00	5,264.87	0.00	0.00	5,264.87	0.00	5,264.87	0.00	S/L	5.0
118		DITCHWITCH	7/26/01	7,840.00	0.00	0.00	7,840.00	0.00	7,840.00	0.00	S/L	5.0
119		DITCHWITCH 3610	7/26/01	7,840.00	0.00	0.00	7,840.00	0.00	7,840.00	0.00	S/L	5.0
120		PRO 35 CONCRETE SAW	9/08/01	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	0.00	S/L	5.0
121		TEREX AMIDA CONCRETE SAV	9/28/01	2,650.00	0.00	0.00	2,650.00	0.00	2,650.00	0.00	S/L	5.0
123		AMIDA4060D -LIGHT TOWER	9/28/01	2,650.00	0.00	0.00	2,650.00	0.00	2,650.00	0.00	S/L	5.0
125		(4) ea 2500 WATT POWER INV	12/31/01	2,957.19	0.00	0.00	2,957.19	0.00	2,957.19	0.00	S/L	5.0
126		J2 CABLE LASHER	12/31/01	3,017.40	0.00	0.00	3,017.40	0.00	3,017.40	0.00	S/L	5.0
146		BUSH HOG	6/05/02	1,750.00	0.00	0.00	1,750.00	0.00	1,750.00	0.00	S/L	5.0
147		1994 DITCHWITCH TRACTOR	12/27/02	5,885.00	0.00	0.00	5,885.00	0.00	5,885.00	0.00	S/L	5.0
160		INGERSOL COMPRESSOR	1/07/03	1,900.00	0.00	0.00	1,900.00	0.00	1,900.00	0.00	S/L	5.0
163		INGERSOL-RAND 175 AIR COM	7/22/04	4,044.60	0.00	0.00	4,044.60	0.00	4,044.60	0.00	S/L	5.0
165		DITCH WITCH 3610DLSB TREI	11/15/05	5,885.00	0.00	0.00	5,885.00	0.00	5,885.00	0.00	S/L	5.0
166		DITCH WITCH 3610DD TRENCH	11/15/05	5,885.00	0.00	0.00	5,885.00	0.00	5,885.00	0.00	S/L	5.0
181		75 P GRUNDOMAT EARTH PIER	6/20/07	4,708.00	0.00	0.00	4,708.00	0.00	4,708.00	0.00	S/L	5.0
182		J2 CABLE LASHER STANDARD	7/26/07	4,028.01	0.00	0.00	4,028.01	0.00	4,028.01	0.00	S/L	5.0
188		PRESSURE WASHER - ALKOTA	2/13/08	2,782.00	0.00	0.00	2,782.00	0.00	2,782.00	0.00	S/L	5.0
197		INGERSOLL RAND DIESEL AIR	3/03/09	5,350.00	0.00	0.00	4,101.67	46.37	4,028.01	0.00	S/L	5.0
206		2000 560 CASE TRENCHER/CON	8/13/10	15,000.00	0.00	0.00	7,250.00	1,070.00	7,282.00	178.33	S/L	5.0
207		1999 AIRMAN 185 COMPRESSO	8/13/10	3,500.00	0.00	0.00	1,691.67	3,000.00	10,250.00	4,750.00	S/L	5.0
208		1999 GRUNDOMAT 3" MISSILE	8/13/10	3,000.00	0.00	0.00	1,450.00	700.00	2,391.67	1,108.33	S/L	5.0
209		1999 HAMMERHEAD 5.5" MISSI	8/13/10	4,000.00	0.00	0.00	1,933.33	600.00	2,050.00	950.00	S/L	5.0
210		2004 HOOPER TRAILER/FLATBI	8/13/10	1,500.00	0.00	0.00	725.00	800.00	2,733.33	1,266.67	S/L	5.0
211		1198 SUPERIOR TRAILER 7 TON	8/13/10	3,000.00	0.00	0.00	1,450.00	300.00	1,025.00	475.00	S/L	5.0
212		2 STANDARD HOME MADE DOI	8/13/10	700.00	0.00	0.00	338.33	600.00	2,050.00	950.00	S/L	5.0
213		2003 CHEVY DURAMAX 3500 D	8/13/10	11,000.00	0.00	0.00	5,316.67	140.00	7,516.67	221.67	S/L	5.0
214		2006 CHEVY SILVERADO HD 2	8/13/10	11,000.00	0.00	0.00	5,316.67	2,200.00	7,516.67	3,483.33	S/L	5.0
216		SAW CONCRETE SELF PROP	10/19/10	11,160.74	0.00	0.00	4,836.32	2,232.15	7,068.47	4,092.27	S/L	5.0
221		TAKEUCHI TBO16	3/18/11	11,235.00	0.00	0.00	3,932.25	2,247.00	6,179.25	5,055.75	S/L	5.0
222		A/C UNIT	6/01/11	2,472.00	0.00	0.00	559.14	353.14	912.28	1,559.72	S/L	7.0
GL 160 - MACHINERY & EQ				241,461.31	0.00c	0.00	197,398.25	16,488.66	213,886.91	27,574.40		

Group: GL 161 - TRUCKS & EQUIP

89		L1 - 1982 CHEVY C-70 FLATBEL	6/17/96	18,375.00	0.00	0.00	18,375.00	0.00	18,375.00	0.00	S/L	5.0
92		B6 -94 F-700 Bucket Truck	10/09/97	38,220.00	0.00	0.00	38,220.00	0.00	38,220.00	0.00	S/L	5.0
97		B1 - 97 Ford F-Super Duty B/T	5/07/98	41,293.14	0.00	0.00	41,293.14	0.00	41,293.14	0.00	S/L	5.0
102		TR3 - 20' 6.5' X 20' GARLAND TI	8/12/99	2,618.39	0.00	0.00	2,618.39	0.00	2,618.39	0.00	S/L	6.0
106		L3 - DIESEL ENGINE REBUILD (	9/13/99	7,254.07	0.00	0.00	7,254.07	0.00	7,254.07	0.00	S/L	6.0
110		B3 - 1995 FORD F8000 S/A BUCK	3/23/00	22,470.00	0.00	0.00	22,470.00	0.00	22,470.00	0.00	S/L	5.0
111		TR20 - 2000 HAWKE 6 x 12 DUM	9/26/00	4,950.20	0.00	0.00	4,950.20	0.00	4,950.20	0.00	S/L	5.0
128		B4 - 40' ALTECH BUCKET (SEE ,	7/26/01	18,500.00	0.00	0.00	18,500.00	0.00	18,500.00	0.00	S/L	5.0
134		P11 - 1995 CHEVROLET 1500	9/28/01	3,500.00	0.00	0.00	3,500.00	0.00	3,500.00	0.00	S/L	5.0

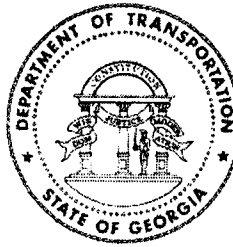
Book Asset Detail 1/01/13 - 12/31/13

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Asset	t	d	Property Description	Date In Service	Book Cost	Book Sec 179 Exp	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period
Group: GL 161 - TRUCKS & EQUIP (continued)													
135			P9 - 1994 FORD F250 PICKUP	9/28/01	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	0.00	S/L	5.0
139			TR8 - 1989 REIDTRAILER	9/28/01	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	0.00	S/L	5.0
140			TR7 - 2001 IRONDOG TRAILER	9/28/01	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	0.00	S/L	5.0
141			TR22 - 2002 6X16 FLATBED TR	11/26/01	1,001.22	0.00	0.00	1,001.22	0.00	1,001.22	0.00	S/L	5.0
142			TR11 - 2002 5X14 FLATBED TR	11/26/01	1,001.21	0.00	0.00	1,001.21	0.00	1,001.21	0.00	S/L	5.0
143			TR21 - 2000 HAULMARK TRAIL	12/06/01	2,675.00	0.00	0.00	2,675.00	0.00	2,675.00	0.00	S/L	5.0
148			TR23 - 1983 TANDEM AXLE TRA	3/14/02	2,332.60	0.00	0.00	2,332.60	0.00	2,332.60	0.00	S/L	5.0
151			TR26 - 2002 TRIPLE CROWN DU	11/06/02	6,420.00	0.00	0.00	6,420.00	0.00	6,420.00	0.00	S/L	5.0
155			1985 BAKER FORKLIFT	11/07/02	2,100.00	0.00	0.00	2,100.00	0.00	2,100.00	0.00	S/L	5.0
156			P13 - 1997 FORD F350	11/07/02	11,117.30	0.00	0.00	11,117.30	0.00	11,117.30	0.00	S/L	5.0
161			B-8 - FREIGHTLINER 1999 FL 60	7/22/04	27,071.00	0.00	0.00	27,071.00	0.00	27,071.00	0.00	S/L	5.0
162			L-4 FREIGHTLINER 1998 FL 80	11/18/04	63,023.00	0.00	0.00	63,023.00	0.00	63,023.00	0.00	S/L	5.0
167			2005 GMC 3500	5/25/05	48,463.56	0.00	0.00	48,463.56	0.00	48,463.56	0.00	S/L	5.0
169			ENGINE FOR TRUCK #128 (B4-4	12/07/05	4,900.60	0.00	0.00	4,900.60	0.00	4,900.60	0.00	S/L	5.0
170			TRANSMISSION FOR ASSET #1:	1/19/05	2,272.29	0.00	0.00	2,272.29	0.00	2,272.29	0.00	S/L	5.0
178			2006 GMC SIERRA 2500 #66994	7/17/06	26,221.96	0.00	0.00	26,221.96	0.00	26,221.96	0.00	S/L	5.0
179			2007 CHEVROLET SILVERADO	12/12/06	34,327.98	0.00	0.00	34,327.98	0.00	34,327.98	0.00	S/L	5.0
180			2006 GMC SIERRA #262773 (Seat	6/28/06	47,815.79	0.00	0.00	47,815.79	0.00	47,815.79	0.00	S/L	5.0
183			TRANSMISSION FOR B-4 (#128)	3/02/07	1,786.00	0.00	0.00	1,786.00	0.00	1,786.00	0.00	S/L	5.0
184			ENGINE	7/11/07	3,602.69	0.00	0.00	3,602.69	0.00	3,602.69	0.00	S/L	5.0
185			2007 GMC SIERRA 63446	8/14/07	35,445.59	0.00	0.00	35,445.59	0.00	35,445.59	0.00	S/L	5.0
186			2007 CHEVY SILVERADO CREW	8/14/07	27,415.24	0.00	0.00	27,415.24	0.00	27,415.24	0.00	S/L	5.0
187			ENGINE	12/05/07	2,186.01	0.00	0.00	2,186.01	0.00	2,186.01	0.00	S/L	5.0
189			2008 GMC C5500	4/17/08	83,930.82	0.00	0.00	83,930.82	5,595.40	83,930.82	0.00	S/L	5.0
190			2008 CHEVROLET CK30943 (Gar	8/30/08	45,818.25	0.00	0.00	39,709.15	6,109.10	45,818.25	0.00	S/L	5.0
198			26' V-NOSE TRAILER	6/29/09	5,713.80	0.00	0.00	3,999.66	1,714.14	5,713.80	0.00	S/L	5.0
199			2009 TOYOTA HIGHLANDER	9/14/09	37,234.53	0.00	0.00	24,823.03	7,446.91	32,269.94	571.38	S/L	5.0
200			2000 ALTEC NAVISTA	1/30/09	123,050.00	0.00	0.00	96,389.17	24,610.00	120,999.17	2,050.83	S/L	5.0
201			2006 INTERNATIONAL UTILITY	9/10/09	44,726.00	0.00	0.00	29,817.33	8,945.20	38,762.53	5,963.47	S/L	5.0
202			2004 FREIGHTLINER FL70 UTIL	9/10/09	38,841.00	0.00	0.00	25,894.00	7,768.20	33,662.20	5,178.80	S/L	5.0
203			VAN'S 2009 CHEVY PU	10/20/09	43,460.00	0.00	0.00	27,524.67	8,692.00	36,216.67	7,243.33	S/L	5.0
204			MATT'S 2009 CHEVY SILVERAI	12/29/09	23,423.65	0.00	0.00	14,034.19	4,400.00	15,033.33	4,684.73	S/L	5.0
215			1998 1620 VERMEER DIRECTIOI	8/13/10	22,000.00	0.00	0.00	10,633.33	4,400.00	15,033.33	6,966.67	S/L	5.0
217			2003 CHEVY CC15753	10/06/10	8,384.00	0.00	0.00	3,772.80	1,676.80	5,449.60	2,934.40	S/L	5.0
223			2006 GMC SIERRA	6/24/11	13,702.23	0.00	0.00	4,110.67	2,740.45	6,851.12	6,851.11	S/L	5.0
225			2011 CHEVY SILVERAD 31547	10/07/11	28,826.61	0.00	0.00	7,206.65	5,765.32	12,971.97	15,854.64	S/L	5.0
226			2011 CHEVROLET CC20953	10/11/11	31,528.79	0.00	0.00	7,882.20	6,305.76	14,187.96	17,340.83	S/L	5.0
227			TRANSMISSION FOR ASSET #2(	9/16/12	6,602.06	0.00	0.00	330.10	1,320.41	1,650.51	4,951.55	S/L	5.0
GL 161 - TRUCKS & EQUIP					1,073,101.58	0.00c	0.00	890,342.21	97,203.04	987,545.25	85,556.33		
Grand Total					1,367,945.24	0.00c	0.00	1,135,601.53	115,857.44	1,251,458.97	116,486.27		

Keith Golden, Commissioner



DEPARTMENT OF TRANSPORTATION

One Georgia Center, 600 West Peachtree Street, NW
Atlanta, Georgia 30308
Telephone: (404) 631-1000

September 21, 2011

**CERTIFICATE OF QUALIFICATION
2 BA 660**

Bass Signal Corporation
251 Industrial Park Drive
Milledgeville, GA 31061

In accordance with The Rules and Regulations governing the Prequalification of Prospective Bidders, the Georgia Department of Transportation has assigned the following Rating. This Certificate of Qualification is effective on the date of issue and cancels and supersedes any Certificates previously issued:

MAXIMUM CAPACITY RATING	\$15,000,000
CERTIFICATE EXPIRES	September 30, 2013

The total amount of incomplete work, regardless of its location and with whom it is contracted, whether in progress or awarded but not yet begun, shall not exceed the Maximum Capacity Rating. If dissatisfied with the Rating, we direct you to the Appeals Procedures in §672-5-.08 (1) & (2) and §672-1-.05, Rules of the State Department of Transportation.

In order to be continuously eligible to bid with this Department, your next application for prequalification must be submitted before the expiration date. If you desire to submit an application some intermediate period before the expiration date, your Rating will be reviewed on the basis of the new application.

This Prequalification Certificate is issued for contractors to be eligible for work with the Georgia Department of Transportation (GDOT) only. GDOT does not certify contractors as eligible to do business with entities other than GDOT.

Sincerely,

Thomas B. Howell, P.E.
Chairman
Prequalification Committee/Contractors

TBH:RDC:sc

BASS SIGNAL CORPORATION
FINANCIAL STATEMENTS
December 31, 2012

BASS SIGNAL CORPORATION**Contents****December 31, 2012**

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SMITH ADCOCK
AND COMPANY L L P Certified Public Accountants

Alan K. Clark, P.C.
W. Barry Henry, P.C.
Donald S. Toth, P.C.
Jeffrey W. Woolums, P.C.
Rodney L. Chandler, P.C.
James E. Gibson, P.C.

**Board of Directors
Bass Signal Corporation**

Independent Accountant's Review Report

We have reviewed the accompanying balance sheet of Bass Signal Corporation as of December 31, 2012, and the related statements of operations, retained earnings, and cash flows for the year then ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Company management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. We believe that the results of our procedures provide a reasonable basis for our report.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.

Smith, Adcock and Company LLP

May 14, 2013



BASS SIGNAL CORPORATION

Balance Sheet
December 31, 2012

ASSETS**CURRENT ASSETS**

Cash		\$ 91,333
Receivables		
Completed contracts	\$ 516,460	
Contracts in progress		
Progress billings	261,784	
Retainage	<u>52,573</u>	830,817
Prepaid expenses		22,768
Inventories		16,939
Costs and estimated earnings in excess of related billings on uncompleted contracts		<u>216,905</u>
Total current assets		1,178,762

PROPERTY AND EQUIPMENT

Machinery and equipment	241,461	
Furniture and office equipment	53,382	
Transportation equipment	<u>1,073,102</u>	
	1,367,945	
Less accumulated depreciation	<u>1,135,602</u>	232,343

DEFERRED INCOME TAXES141,724**Total assets****\$1,552,829**

See accompanying notes and independent accountant's review report.

Item # 4

LIABILITIES AND STOCKHOLDERS' EQUITY

CURRENT LIABILITIES

Note payable		\$ 217,019
Current maturities of long-term debt		15,660
Accounts payable		
Trade	\$486,358	
Subcontractors progress billings	107,579	
Subcontractors retainage	<u>6,490</u>	600,427
Deferred income taxes		66,851
Payroll and payroll taxes		9,912
Billings in excess of costs and estimated earnings on uncompleted contracts		<u>20,066</u>
Total current liabilities		929,935

LONG-TERM DEBT

Notes payable, less current maturities	7,651
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STOCKHOLDERS' EQUITY

Common stock, \$100 par value; 10,000 shares authorized; 180 shares issued and outstanding	18,000	
Additional paid-in capital	8,148	
Retained earnings	<u>589,095</u>	<u>615,243</u>
Total liabilities and stockholders' equity		<u>\$1,552,829</u>

BASS SIGNAL CORPORATION
Statement of Retained Earnings
For the Year Ended December 31, 2012

Retained Earnings, January 1, 2012	\$897,449
Net Loss For The Year	(<u>308,354</u>)
Retained Earnings, December 31, 2012	<u>\$589,095</u>

See accompanying notes and independent accountant's review report.

Item # 4

BASS SIGNAL CORPORATION
Statement of Operations
For the Year Ended December 31, 2012

CONTRACT REVENUE		\$5,342,050
CONTRACT COSTS		<u>5,004,877</u>
GROSS PROFIT		337,173
GENERAL AND ADMINISTRATIVE EXPENSE		<u>792,296</u>
OPERATING LOSS		455,123
OTHER EXPENSE (INCOME)		
Interest expense	\$18,591	
Gain on sale of property and equipment	<u>(7,335)</u>	<u>11,256</u>
LOSS BEFORE INCOME TAXES		466,379
DEFERRED INCOME TAX BENEFIT		<u>158,025</u>
NET LOSS		<u><u>\$ 308,354</u></u>

See accompanying notes and independent accountant's review report.

Item # 4

BASS SIGNAL CORPORATION
Statement of Cash Flows
For the Year Ended December 31, 2012

CASH FLOWS TO OPERATING ACTIVITIES

Net loss (\$308,354)

Adjustments to reconcile net loss to net cash
used in operations

Depreciation	\$138,718	
Gain on sale of property and equipment	(7,335)	
Deferred income taxes	(158,025)	
Changes in		
Receivables	608,667	
Inventories	(2,213)	
Prepaid expenses	(2,625)	
Costs and earnings in excess of billings	(92,253)	
Payables	(54,077)	
Income taxes	3,133	
Payroll and payroll taxes	(4,862)	
Billings in excess of costs and earnings	(126,637)	<u>302,491</u>

Net cash used in operating activities (5,863)

CASH FLOWS FROM INVESTING ACTIVITIES

Proceeds from the sale of property and equipment	7,335	
Purchase of property and equipment	(6,602)	
Net decrease in stockholder receivable	<u>8,650</u>	9,383

CASH FLOWS TO FINANCING ACTIVITIES

Net increase in short-term debt	135,168	
Repayment of long-term debt	(182,415)	(47,247)

Net decrease in cash and cash equivalents (43,727)

CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR 135,060

CASH AND CASH EQUIVALENTS AT END OF YEAR \$ 91,333

See accompanying notes and independent accountant's review report.

Item # 4

BASS SIGNAL CORPORATION

Notes to Financial Statements

December 31, 2012

(A) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Operations - Bass Signal Corporation (the Company) is a commercial contractor that installs and maintains electronic traffic control devices for municipalities throughout the state of Georgia.

Revenue and Cost Recognition - The Company recognizes revenue on long-term contracts on the percentage-of-completion method of accounting. Contract revenues are determined based upon the percentage of costs incurred to date to total estimated costs. As these long-term contracts extend over one or more years, revisions in costs and profit estimates during the course of the work are recognized in the accounting period in which the facts which require the revision become known. If a contract has a projected loss, the entire amount of the estimated loss on the contract is accrued. Contract costs include all direct material and labor costs and those indirect costs related to contract performance, such as indirect labor, supplies, tools, repairs, and depreciation.

Revenues recognized on a contract in excess of billings are shown as a current asset. Billings on a contract in excess of revenues are recorded as a current liability.

The contract amounts, as shown in these financial statements, also include approved change orders that may have been made.

Operating Cycle - The length of the contracts varies but is typically less than two years. In accordance with normal practice in the construction industry, the Company includes asset and liability accounts relating to construction contracts in current assets and liabilities even when such amounts are realizable or payable over a period in excess of one year.

Property and Equipment - Property and equipment are carried at cost. Expenditures for maintenance and repairs that do not significantly extend the useful lives of the assets are expensed as incurred.

Depreciation is computed principally using the straight-line method over the estimated lives of the assets. Depreciation expense for the year was \$138,718.

Cost of property sold or otherwise disposed of and related accumulated depreciation are removed from the accounts, and any resulting gain or loss is recognized in income currently.

Cash and Cash Equivalents - All highly liquid investments with original maturities of three months or less are considered to be cash equivalents.

Receivables - Contract receivables are recorded when invoices are issued and are based on contract prices and terms. Management has determined that the potential of bad debts is not material, based upon the Company's history of collections. Accordingly, no allowance for doubtful accounts has been provided.

Inventories - Inventories of construction materials are valued at the lower of cost, as determined by the first-in, first-out method, or market.

Item # 4

BASS SIGNAL CORPORATION

Notes to Financial Statements

December 31, 2012

(A) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

Use of Estimates - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Evaluation of Subsequent Events - The date to which events occurring after December 31, 2012, the date of the most recent balance sheet, have been evaluated for possible adjustment to financial statements or disclosure is May 14, 2013, which is the date on which the financial statements were available to be issued.

(B) LINE OF CREDIT

The Company has a line of credit with a bank dated October 18, 2012 in the amount of \$297,053 bearing interest at 6.0%. The line is secured by accounts receivable and other certain assets of the Company, real estate of the majority stockholder, and is guaranteed by the majority stockholder. The line of credit is renewable annually with the mutual agreement of the parties. At December 31, 2012, there is \$217,019 outstanding on the line of credit.

(C) LONG-TERM DEBT

The long-term debt of the Company consists of equipment and vehicle financing arrangements bearing interest between 3.34% and 5.29%. The debt is secured by certain pieces of equipment. The current and long-term portions of the debt mature as follows:

December 31, 2013	\$15,660
December 31, 2014	<u>7,651</u>
	<u>\$23,311</u>

BASS SIGNAL CORPORATION

Notes to Financial Statements

December 31, 2012

(D) INCOME TAXES

The deferred income taxes are the result of timing differences between the recognition of income for the tax returns and for the financial statements. The accrual method of accounting is used to recognize contract revenues and costs for the tax returns. Accelerated depreciation methods are used for the tax returns while the straight-line method is principally used for the financial statements. The Company has a federal net operating loss carryforward of \$572,263 that may be used to offset future taxable income and will start to expire in the year 2025.

Generally, federal and state income tax returns are subject to examination for a period of three years after the returns are filed. There are no examinations in progress as of December 31, 2012.

(E) COSTS AND ESTIMATED EARNINGS ON UNCOMPLETED CONTRACTS

The following summarizes costs and estimated earnings on uncompleted contracts:

Costs incurred on uncompleted contracts	\$1,091,973
Estimated earnings	<u>165,282</u>
	1,257,255
Less billings to date	<u>1,060,416</u>
	<u>\$ 196,839</u>

The above is included in the accompanying balance sheet under the following captions:

Costs and estimated earnings in excess of related billings on uncompleted contracts	\$216,905
Billings in excess of costs and estimated earnings on uncompleted contracts	<u>20,066</u>
	<u>\$196,839</u>

(F) RETIREMENT PLAN

The Company provides retirement benefits through a Simple IRA Plan (SIMPLE) for all eligible employees. The SIMPLE provides for voluntary employees' contributions as a deduction from wages with the Company matching between 1% and 3% of employee's gross pay with a minimum 3% match for 3 out of 5 years. Contribution expense for the year was \$9,851.

BASS SIGNAL CORPORATION

Notes to Financial Statements

December 31, 2012

(G) RELATED PARTY TRANSACTION

The Company leases some facilities from a stockholder on a month-to-month basis. Related party rent expense for the year was \$120,000.

(H) CONCENTRATION OF CREDIT RISK

The Company routinely extends credit to its customers for the projects it constructs. The Company performs ongoing credit evaluations of its customers and has not experienced significant losses related to receivables from individual customers or groups of customers in a particular industry or geographic area. Due to these factors, management believes no additional credit risk is inherent in the Company's accounts receivable.

The Company maintains its cash accounts with financial institutions located in Georgia.

(I) BACKLOG

The following schedule summarizes changes in backlog on contracts during the year ended December 31, 2012. Backlog represents the amount of revenue the Company expects to realize from work to be performed on uncompleted contracts in progress at year end and from contractual agreements on which work has not yet begun.

Contract revenue on uncompleted contracts at December 31, 2011	\$3,699,182
Contractual agreements, no work started at December 31, 2011	96,250
New contracts and contract adjustments during 2012	<u>5,199,185</u>
	8,994,617
Less contract revenue recognized during 2012	<u>5,342,050</u>
	3,652,567
Contractual agreements, no work started at December 31, 2012	<u>2,772,410</u>
Backlog at December 31, 2012	<u>\$6,424,977</u>

In addition, between December 31, 2012 and May 14, 2013, the Company entered into additional construction contracts with revenues of \$379,984.

BASS SIGNAL CORPORATION

Notes to Financial Statements

December 31, 2012

(J) STATEMENT OF CASH FLOWS

Cash payments during the year include \$18,591 for interest.

(K) SURETY BONDS

The Company, as a condition for entering into some of its construction contracts, has surety bonds outstanding as of December 31, 2012.

SUPPLEMENTARY INFORMATION



SMITH ADCOCK
AND COMPANY LLP Certified Public Accountants

Alan K. Clark, P.C.
W. Barry Henry, P.C.
Donald S. Toth, P.C.
Jeffrey W. Woolums, P.C.
Rodney L. Chandler, P.C.
James E. Gibson, P.C.

INDEPENDENT ACCOUNTANT'S REVIEW REPORT ON SUPPLEMENTARY INFORMATION

**Board of Directors
Bass Signal Corporation**

Our report was based on our review of the basic financial statements of Bass Signal Corporation for the year ended December 31, 2012. That review was made for the purpose of expressing a conclusion that there are no material modifications that should be made to the financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America. The supplementary information that follows is presented only for purposes of additional analysis and has been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, and we are not aware of any material modifications that should be made to this supplementary information.

Smith, Adcock and Company LLP

May 14, 2013

BASS SIGNAL CORPORATION
Schedule of General and Administrative Expense
For the Year Ended December 31, 2012

GENERAL AND ADMINISTRATIVE EXPENSE

Contributions	\$ 665
Depreciation	11,329
Dues and subscriptions	162
Employee benefits	53,969
Insurance	25,971
Legal and accounting	10,609
Miscellaneous	5,074
Office supplies	23,109
Postage	3,092
Rent	138,476
Repairs and maintenance	2,257
Retirement plan	9,851
Salaries - administrative	328,635
Salaries - officer	70,003
Taxes	50,654
Telephone	29,753
Travel and entertainment	8,524
Utilities	<u>20,163</u>
	<u>\$792,296</u>

See independent accountant's review report on supplementary information.

Item # 4

BASS SIGNAL CORPORATION
Schedule of Contract Revenue, Costs, and Gross Profit
For the Year Ended December 31, 2012

Contract Name	Number	Contract Amount	Percent Complete	Revenue Recognized	Costs	Gross Profit		
						Total	Prior Year	Current Year
Clarke County	496C	\$ 274,282	100.00%	\$ 274,282	\$ 220,901	\$ 53,381	\$ 49,573	\$ 3,808
Wayne County	503W	137,436	100.00	137,436	129,835	7,601	4,273	3,328
Bibb County	559B	182,081	100.00	182,081	175,307	6,774	11,747	(4,973)
Cobb County	582C	818,329	100.00	818,329	835,927	(17,598)	5,114	(22,712)
Putnam County	592P	78,653	100.00	78,653	81,034	(2,381)	545	(2,926)
Fulton County	594F	374,452	100.00	374,452	359,347	15,105	260	14,845
Muscogee County	597M	490,527	100.00	490,527	468,029	22,498	14,647	7,851
Houston County	598H	73,010	100.00	73,010	62,876	10,134	5,313	4,821
Gordon County	600G	1,169,620	100.00	1,169,620	1,097,103	72,517	51,497	21,020
Murray County	601M	758,831	100.00	758,831	768,457	(9,626)	125,121	(134,747)
Coffee County	606C	1,147,220	100.00	1,147,220	1,084,831	62,389	38,783	23,606
Bacon / Brantley / Pierce Counties	607B	959,237	100.00	959,237	846,627	112,610	148,727	(36,117)
Muscogee County	610M	1,256,740	100.00	1,256,740	1,078,355	178,385	161,004	17,381
Bibb County	615B	854,353	37.37	319,272	273,986	45,286	4,560	40,726
Fulton County	616F	119,418	100.00	119,418	109,165	10,253	23,232	(12,979)
Coweta County	622C	76,000	100.00	76,000	51,515	24,485	-	24,485
Houston / Peach County	623H	8,500	100.00	8,500	5,905	2,595	-	2,595
Colquitt County	626C	272,112	100.00	272,112	245,716	26,396	1,714	24,682
Bibb / Houston Counties	627B	10,950	80.35	8,798	6,516	2,282	2,223	59
Cobb County	628C	86,018	100.00	86,018	80,404	5,614	4,826	788
Cobb County	630C	642,445	78.77	506,054	469,763	36,291	1,721	34,570
Fulton County	634F	116,665	100.00	116,665	108,412	8,253	4,383	3,870
Carroll County	638C	81,195	100.00	81,195	80,732	463	283	180

See independent accountant's review report on supplementary information.

BASS SIGNAL CORPORATION
Schedule of Contract Revenue, Costs, and Gross Profit
For the Year Ended December 31, 2012

Contract Name	Number	Contract Amount	Percent Complete	Revenue Recognized	Costs	Gross Profit		
						Total	Prior Year	Current Year
Muscogee County	639M	\$ 89,655	100.00%	\$ 89,655	\$ 80,909	\$ 8,746	\$ 1,634	\$ 7,112
Gordon County	640G	90,019	100.00	90,019	83,206	6,813	-	6,813
Muscogee County	641M	358,825	100.00	358,825	317,527	41,298	-	41,298
Jenkins	643J	3,700	100.00	3,700	3,071	629	-	629
Henry County	648H	106,366	100.00	106,366	99,547	6,819	-	6,819
Cobb County	649C	119,398	100.00	119,398	88,373	31,025	-	31,025
Carroll County	650C	12,495	100.00	12,495	11,119	1,376	-	1,376
Fayette County	651F	4,000	100.00	4,000	2,478	1,522	-	1,522
Cobb County	652C	29,168	100.00	29,168	18,732	10,436	-	10,436
Fulton County	653F	301,000	100.00	301,000	227,997	73,003	-	73,003
Cobb County	655C	11,000	100.00	11,000	9,258	1,742	-	1,742
Cobb County	656C	120,157	100.00	120,157	95,908	24,249	-	24,249
Henry County	657H	68,000	100.00	68,000	57,251	10,749	-	10,749
Troup County	658T	98,000	100.00	98,000	83,817	14,183	-	14,183
Fulton County	661F	22,439	98.14	22,022	16,554	5,468	-	5,468
Chatham County	662C	221,485	90.89	201,308	167,258	34,050	-	34,050
Fulton County	663F	335,455	0.83	2,784	2,486	298	-	298
Burke / Jefferson Counties	665B	1,007,508	1.28	12,896	11,874	1,022	-	1,022
Henry County	667H	409,155	0.32	1,309	1,267	42	-	42
Houston County	671H	1,590	100.00	1,590	1,676	(86)	-	(86)
Fulton County	674F	51,876	100.00	51,876	47,166	4,710	-	4,710
Cobb County	675C	159,706	100.00	159,706	149,010	10,696	-	10,696
Columbia / Richmond Counties	676C	820,334	12.43	101,968	88,729	13,239	-	13,239

Item # 4

See independent accountant's review report on supplementary information.

BASS SIGNAL CORPORATION
Schedule of Contract Revenue, Costs, and Gross Profit
For the Year Ended December 31, 2012

Contract Name	Number	Contract Amount	Percent Complete	Revenue Recognized	Costs	Gross Profit		
						Total	Prior Year	Current Year
Newton County	680N	\$ 20,872	100.00%	\$ 20,872	\$ 15,671	\$ 5,201	\$ -	\$ 5,201
Coweta County	681C	81,280	100.00	81,280	64,711	16,569	-	16,569
Muscogee County	682M	255,300	0.35	894	506	388	-	388
Walton County	683W	79,090	0.25	198	162	36	-	36
Houston County	684H	23,900	100.00	23,900	22,060	1,840	-	1,840
Carroll County	686C	44,025	79.38	34,947	28,404	6,543	-	6,543
Henry County	690H	47,600	65.01	30,945	13,292	17,653	-	17,653
Gwinnett County	691G	159,683	8.68	13,860	11,176	2,684	-	2,684
Terrell County	692T	11,900	100.00	11,900	6,731	5,169	-	5,169
Miscellaneous and closed jobs				<u>700</u>	<u>34,166</u>	<u>(33,466)</u>	<u>-</u>	<u>(33,466)</u>
Totals				11,501,188	10,502,835	998,353	\$661,180	\$337,173
Less Prior Year				<u>6,159,138</u>	<u>5,497,958</u>	<u>661,180</u>		
Totals Current Year				<u>\$ 5,342,050</u>	<u>\$ 5,004,877</u>	<u>\$337,173</u>		

Item # 4

See independent accountant's review report on supplementary information.

See independent accountant's review report on supplementary information.

Open Records Request

Nancy M. Williams

From: Nancy M. Williams
Sent: Wednesday, September 11, 2013 11:44 AM
To: 'frontdesk@bassignal.com'
Cc: Phyllis Johnson
Subject: 13-171 Tab Sheet
Attachments: 13-171_TAB.pdf

Please find attached a copy of the unofficial tabulation sheet. Should you have any additional questions, please do not hesitate to contact the Procurement Department.

Nancy Williams, Bid Management Specialist
Procurement Department
530 Greene Street, Room 605
Augusta, GA 30901
(706) 821-2355
(706) 821-2811 Fax

Bid Item #13-171 Downtown Signal & Streetlight Improvements for Augusta, Georgia - Engineering-Traffic Engineering Department Bid Due: Tuesday, August 13, 2013 @ 3:00 p.m.					
VENDORS	Attachment B	E-Verify #	Bid Bond	SAVE Form	Bid Price
B & E Electrical Cont 6136 Columbia Road Grovetown, GA 30813	Yes	336650	Yes	Yes	Non-Compliant
World Fiber Tech, Inc 4070 Nine McFarland Dr Alpharetta, GA 30004	Yes	232981	Yes 5%	Yes	Non-Compliant
Bass Signal 251 Industrial Park Dr Milledgeville, GA 31061	Yes	215881	Yes	Yes	Non-Compliant
R.J. Haynie & Associates 1551 Forest Parkway Lake City, GA 30260	Yes	43674	Yes	Yes	\$2,179,866.00
The following vendor did not respond: Georgia Management Agency Inc / 200 Bluff Oak Rd / Roswell, GA 30076					

Nancy M. Williams

From: Nancy M. Williams
Sent: Wednesday, September 11, 2013 3:37 PM
To: 'Front Desk'
Cc: Geri Sams; Phyllis Johnson; Kenneth S. Bray
Subject: RE: 13-171 Tab Sheet
Attachments: 13-171 World Fiber Tech. - Noncompliant Letter.pdf; 13-171 BE Electrical - Noncompliant Letter.pdf

Please find attached a copy of the non-complaint letters for B&E Electrical Cont. and World Fiber Tech, Inc.

From: Front Desk [<mailto:frontdesk@bassignal.com>]
Sent: Wednesday, September 11, 2013 12:52 PM
To: Nancy M. Williams
Subject: Re: 13-171 Tab Sheet

Can I please find out why the other companies were non-Compliant.

Thanks,
 Renee Nation
 Bass Signal Corp.
 Phone: 478-453-7544
 Fax: 478-453-7387

From: Nancy M. Williams
Sent: Wednesday, September 11, 2013 11:44 AM
To: frontdesk@bassignal.com
Cc: Phyllis Johnson
Subject: 13-171 Tab Sheet

Please find attached a copy of the unofficial tabulation sheet. Should you have any additional questions, please do not hesitate to contact the Procurement Department.

Nancy Williams, Bid Management Specialist
 Procurement Department
 530 Greene Street, Room 605
 Augusta, GA 30901
 (706) 821-2355
 (706) 821-2811 Fax

Please consider the environment before printing this email.

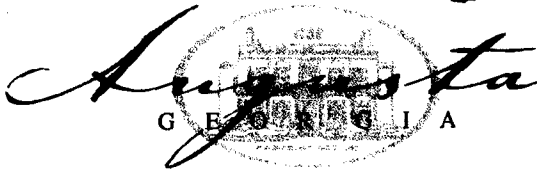
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Checked by AVG - www.avg.com

Version: 9.0.932 / Virus Database: 3222.1.1/6155 - Release Date: 09/11/13 02:42:00



Procurement Department

Mrs. Geri Sams, Director

August 16, 2013

World Fiber Technologies, Inc
Attn: Mark L. Battle
4070 Nine McFarland Drive
Alpharetta, GA 30004

Ref: Bid Item: 13-171 Downtown Signal & Streetlight Improvements
For Augusta, Georgia – Engineering-Traffic Engineering Department
Bid Opening Date: Tuesday, August 13, 2013 @ 3:00 p.m.

Dear Mr. Battle:

Thank you for your submittal in response to the above referenced Bid Item. After reviewing your submittal it was noted that the Bid Bond submitted was the wrong percentage amount. Bid Specifications stated the Bid Bond be ten percent of your bid amount instead of the five percent submitted by your firm. We have included copies of the forms submitted and other corresponding forms for your review.

In accordance to the Bid specifications and the Augusta, Georgia Code, your company's submittal was deemed as non-compliant.

I wish to call your attention to **ARTICLE 6, Sec. 1-10-50 and ARTICLE 9, 1-10-81 and 1-10-82** of our Augusta, Georgia Code as it relates to handling claims:

ARTICLE 6: PROCUREMENT SOURCE SELECTION METHODS AND CONTRACT AWARDS

Sec. 1-10-50. Sealed bids selection method.

- (a) **Conditions for use.** All contracts of Augusta, Georgia shall be awarded by competitive sealed bidding except as otherwise provided elsewhere in this article (see section 1-10-52-Sealed Proposals; 1-10-53-Professional Services; 1-10-54-Quotations; 1-10-56-Sole Source Procurement; and 1-10-57-Emergency Procurements, of this chapter).
- (b) **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.

ARTICLE 9: APPEALS, PROTESTS AND REMEDIES: Sec. 1-10-81 and Sec. 1-10-82.

Procurement protests. Authority to Resolve Protested Solicitations and Awards.

- (a) **Right to Protest.** Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the Procurement Director.
- (b) **1-10-82. Filing of Protest.** Protests shall be made in writing to the Procurement Director and shall be filed in within five (5) business days after the protestor knows or should have known of the facts giving rise thereto. A protest is considered filed when received by the Procurement Department. Protests filed after the five (5) day period shall not be considered and are deemed a failure on the part of the protestor to exhaust administrative remedies.

Room 605 - 530 Greene Street, Augusta Georgia 30901
(706) 821-2422 - Fax (706) 821-2811

www.augustaga.gov

Register at www.demandstar.com/supplier for automatic bid notification



Scan this QR code with your smartphone or camera equipped tablet to visit the Augusta, Georgia

- (c) *Stay of Procurements During Protests or Appeals. In the event of a timely protest under section 1-10-82 of this Article, the Procurement Director shall not proceed further with the solicitation or with the award of the contract unless the Administrator, after consultation with the head of the using agency and General Counsel, makes determination that the award of the contract without delay is necessary to protect substantial interests of Augusta, Georgia. Such a determination may be made orally in a Committee Meeting, a Commission Meeting or may be provided to the protestor in writing.*

We would like to thank you for your interest in doing business with Augusta and look forward to your company participating in future bids. Please do not hesitate to contact us at (706) 821-2422 at any time when you have a concern and are preparing for a future bid submission.

Sincerely,



Geri A. Sams, Director
Procurement Department

GAS/dw

Attachments

cc: Tameka Allen, Deputy Administrator
Bill Shanahan, Deputy Administrator
Abie Ladson, Augusta Engineering Department
Steve Cassell, Augusta Traffic Engineering Department
Hameed Malik, Augusta Engineering Department

AIA® Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

World Fiber Technologies, Inc.
4070 Nine McFarland Drive
Alpharetta, GA 30004

SURETY:

(Name, legal status and principal place of business)

International Fidelity Insurance
Company
One Newark Center
Newark, NJ 07102

OWNER:

(Name, legal status and address)

City of Augusta
530 Greene Street, Room 605
Augusta, GA 30901

BOND AMOUNT: \$ Five Percent of Amount Bid (5%)

PROJECT:

(Name, location or address, and Project number, if any)

Downtown Signal & Streetlight Improvements
(Broad St., Telfair St. & Walton Way) Augusta, GA
Bid Item# 13-171

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate, and the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

This Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An Additions and Deletions Report that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

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User Notes:

(1379035221)

Tel (973) 624-7200

POWER OF ATTORNEY

INTERNATIONAL FIDELITY INSURANCE COMPANY ALLEGHENY CASUALTY COMPANY

ONE NEWARK CENTER, 20TH FLOOR, NEWARK, NEW JERSEY 07102-5207

KNOW ALL MEN BY THESE PRESENTS: That INTERNATIONAL FIDELITY INSURANCE COMPANY, a corporation organized and existing under the laws of the State of New Jersey, and ALLEGHENY CASUALTY COMPANY, a corporation organized and existing under the laws of the State of Pennsylvania, having their principal office in the City of Newark, New Jersey, do hereby constitute and appoint

ROBERT N. REYNOLDS, GARY SPULLER, MICHAEL L. ANGEL, P.D. YATES, III, KEVIN M. NEIDERT,
BETSY J. HOLMES, KAREN A. MAYNARD, MARIE M. HARTLEY, DANIEL YATES, DANA D. RUTLEDGE

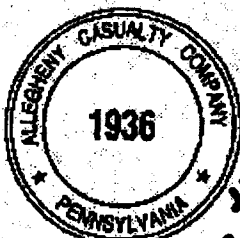
Atlanta, GA.

their true and lawful attorney(s) in fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY and is granted under and by authority of the following resolution adopted by the Board of Directors of INTERNATIONAL FIDELITY INSURANCE COMPANY at a meeting duly held on the 20th day of July, 2010 and by the Board of Directors of ALLEGHENY CASUALTY COMPANY at a meeting duly held on the 15th day of August, 2000:

"RESOLVED, that (1) the President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of agent-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY have each executed and attested these presents on this 12th day of March, 2012.

STATE OF NEW JERSEY
County of Essex

ROBERT W. MINSTER
Executive Vice President/Chief Operating Officer
(International Fidelity Insurance Company)
and President (Allegheny Casualty Company)

On this 12th day of March 2012, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.

IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.



A NOTARY PUBLIC OF NEW JERSEY
My Commission Expires Mar. 27, 2014

CERTIFICATION

I, the undersigned officer of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 13th day of August 2013

Item # 4

MARIA BRANCO, Assistant Secretary

statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 13th day of August, 2013

Theresa Hoback
(Witness)

Laurel Rutledge
(Witness)

World Fiber Technologies, Inc.

(Principal)

(Seal)

Mark L. Battle
(Title) Mark L. Battle, President/

International Fidelity Insurance Company

(Surety)

Gary Spaulter
(Title) Gary Spaulter, Attorney-in-fact

Vendor Non-Compliant - #13-171 08/16/2013 - DO NOT RESUBMIT

Init.

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User Notes:

(1379035221)

4

2

Invitation To Bid

Sealed bids will be received at this office on Tuesday, August 13, 2013 @ 3:00 p.m. for furnishing:

Bid Item 13-171 Downtown Signal & Streetlight Improvements for Engineering 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 examined at the office of the Augusta, GA Procurement Department, 530 Greene Street – Room 605, Augusta, GA 30901. **Plans and specifications for the project shall be obtained by all prime, subcontractors and suppliers exclusively from Augusta Blue Print. The fees for the plans and specifications which are non-refundable is \$50.00.**

It is the wish of the Owner that all businesses are given the opportunity to submit on this project. To facilitate this policy the Owner is providing the opportunity to view plans online (www.augustablueprint.com) at no charge through Augusta Blue Print (706 722-6488) beginning Thursday, July 4, 2013. Bidders are cautioned that submitting a package without Procurement of a complete set are likely to overlook issues of construction phasing, delivery of goods or services, or coordination with other work that is material to the successful completion of the project. Bidders are cautioned that acquisition of documents through any other source is not advisable. Acquisition of documents from unauthorized sources places the bidder at the risk of receiving incomplete or inaccurate information upon which to base his qualifications.

A Mandatory Pre Bid Conference will be held on Friday, July 26, 2013 @ 10:00 a.m. in the Procurement Department, 530 Greene Street, Room 605. A mandatory site visit will follow. All questions must be submitted in writing by fax to 706 821-2811 or by email to procbidandcontract@augustaga.gov to the office of the Procurement Department by Tuesday, July 30, 2013 @ 5:00 p.m. No bid will be accepted by fax, all must be received by mail or hand delivered.

No Bid may be withdrawn for a period of 60 days after time has been called on the date of opening. **A 10% Bid bond is required to be submitted along with the bidders' qualifications; a 100% performance bond and a 100% payment bond will be required 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 BID number on the outside of the envelope.

GERI A. SAMS, Procurement Director

Publish:
Augusta Chronicle July 4, 11, 18, 25, 2013
Metropolitan Courier July 10, 2013

Tameka Allen	Deputy Administrator
Abie Ladson	Engineering Department
Hameed Malik	Engineering Department
Steve Cassell	Traffic Engineering

Revised: 2/5/2013

Item # 4



Procurement Department

Mrs. Geri Sams, Director

August 26, 2013

B/E Electrical Contractors, Inc
Attn: Rosa Ann Boswell
6136 Columbia Road
Grovettown, GA 30813

Ref: Bid Item: 13-171 Downtown Signal & Streetlight Improvements
For Augusta, Georgia – Engineering-Traffic Engineering Department
Bid Opening Date: Tuesday, August 13, 2013 @ 3:00 p.m.

Dear Ms. Boswell:

Thank you for your submittal in response to the above referenced Bid Item. After reviewing your submittal it was noted that your Bidder's Qualifications, Equipment Statement and Financial Experience was not submitted along with your submittal. Bid Specifications stated, "No proposal will be received from any bidder unless he can present satisfactory evidence that he is skilled in work of a similar nature to that covered by the contract and has sufficient assets to meet all obligations to be incurred in carrying out the work. He shall submit with his proposal, sealed in a separate envelope, a **FINANCIAL EXPERIENCE AND EQUIPMENT STATEMENT**, giving reliable information as to working capital available, plant equipment, and his experience and general qualifications." We have included copies of the pages from the specifications that state this request for your review.

In accordance to the Bid specifications and the Augusta, Georgia Code, your company's submittal was deemed as non-compliant.

I wish to call your attention to **ARTICLE 6, Sec. 1-10-50 and ARTICLE 9, 1-10-81 and 1-10-82** of our Augusta, Georgia Code as it relates to handling claims:

ARTICLE 6: PROCUREMENT SOURCE SELECTION METHODS AND CONTRACT AWARDS

Sec. 1-10-50. Sealed bids selection method.

- (a) **Conditions for use.** All contracts of Augusta, Georgia shall be awarded by competitive sealed bidding except as otherwise provided elsewhere in this article (see section 1-10-52-Sealed Proposals; 1-10-53-Professional Services; 1-10-54-Quotations; 1-10-56-Sole Source Procurement; and 1-10-57-Emergency Procurements, of this chapter).
- (b) **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 waivable or modifiable by the Procurement Director. All requests to waive or modify any such material condition shall be submitted through the Procurement Director to the appropriate committee of the Augusta, Georgia Commission for approval by the Augusta, Georgia Commission.

ARTICLE 9: APPEALS, PROTESTS AND REMEDIES: Sec. 1-10-81 and Sec. 1-10-82.

Procurement protests. Authority to Resolve Protested Solicitations and Awards.

- (a) **Right to Protest.** Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the Procurement Director.

Room 605 - 530 Greene Street, Augusta Georgia 30901
(706) 821-2422 - Fax (706) 821-2811

www.augustaga.gov

Register at www.demandstar.com/supplier for automatic bid notification



Scan this QR code with your
smartphone or camera-equipped
tablet to visit the Augusta, Georgia

- (b) **1-10-82. Filing of Protest.** *Protests shall be made in writing to the Procurement Director and shall be filed in within five (5) business days after the protestor knows or should have known of the facts giving rise thereto. A protest is considered filed when received by the Procurement Department. Protests filed after the five (5) day period shall not be considered and are deemed a failure on the part of the protestor to exhaust administrative remedies.*
- (c) **Stay of Procurements During Protests or Appeals.** *In the event of a timely protest under section 1-10-82 of this Article, the Procurement Director shall not proceed further with the solicitation or with the award of the contract unless the Administrator, after consultation with the head of the using agency and General Counsel, makes determination that the award of the contract without delay is necessary to protect substantial interests of Augusta, Georgia. Such a determination may be made orally in a Committee Meeting, a Commission Meeting or may be provided to the protestor in writing.*

We would like to thank you for your interest in doing business with Augusta and look forward to your company participating in future bids. Please do not hesitate to contact us at (706) 821-2422 at any time when you have a concern and are preparing for a future bid submission.

Sincerely,



Geri A. Sams, Director
Procurement Department

GAS/dw

Attachments

cc: Tameka Allen, Deputy Administrator
Bill Shanahan, Deputy Administrator
Abie Ladson, Augusta Engineering Department
Steve Cassell, Augusta Traffic Engineering Department
Hameed Malik, Augusta Engineering Department

Invitation To Bid

Sealed bids will be received at this office on Tuesday, August 13, 2013 @ 3:00 p.m. for furnishing:

Bid Item 13-171 Downtown Signal & Streetlight Improvements for Engineering Department

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

Bid documents may be examined at the office of the Augusta, GA Procurement Department, 530 Greene Street – Room 605, Augusta, GA 30901. **Plans and specifications for the project shall be obtained by all prime, subcontractors and suppliers exclusively from Augusta Blue Print. The fees for the plans and specifications which are non-refundable is \$50.00.**

It is the wish of the Owner that all businesses are given the opportunity to submit on this project. To facilitate this policy the Owner is providing the opportunity to view plans online (www.augustablue.com) at no charge through Augusta Blue Print (706 722-6488) beginning Thursday, July 4, 2013. Bidders are cautioned that submitting a package without Procurement of a complete set are likely to overlook issues of construction phasing, delivery of goods or services, or coordination with other work that is material to the successful completion of the project. Bidders are cautioned that acquisition of documents through any other source is not advisable. Acquisition of documents from unauthorized sources places the bidder at the risk of receiving incomplete or inaccurate information upon which to base his qualifications.

A Mandatory Pre Bid Conference will be held on Friday, July 26, 2013 @ 10:00 a.m. in the Procurement Department, 530 Greene Street, Room 605. A mandatory site visit will follow. All questions must be submitted in writing by fax to 706 821-2811 or by email to procbidandcontract@augustaga.gov to the office of the Procurement Department by Tuesday, July 30, 2013 @ 5:00 p.m. No bid will be accepted by fax, all must be received by mail or hand delivered.

No Bid may be withdrawn for a period of 60 days after time has been called on the date of opening. **A 10% Bid bond is required to be submitted along with the bidders' qualifications; a 100% performance bond and a 100% payment bond will be required 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 BID number on the outside of the envelope.

GERI A. SAMS, Procurement Director

Publish:
Augusta Chronicle July 4, 11, 18, 25, 2013
Metro Courier July 10, 2013

cc:	Tameka Allen	Deputy Administrator
	Abie Ladson	Engineering Department
	Hameed Malik	Engineering Department
	Steve Cassell	Traffic Engineering

Revised: 2/5/2013

Item # 4

IB-06**BIDDER'S QUALIFICATIONS**

No proposal will be received from any bidder unless he can present satisfactory evidence that he is skilled in work of a similar nature to that covered by the contract and has sufficient assets to meet all obligations to be incurred in carrying out the work. He shall submit with his proposal, sealed in a separate envelope, a FINANCIAL EXPERIENCE AND EQUIPMENT STATEMENT, giving reliable information as to working capital available, plant equipment, and his experience and general qualifications. The owner may make such investigations as are deemed necessary to determine the ability of the bidder to perform the work and the bidder shall furnish to him all such additional information and data for this purpose as may be requested. The Owner reserves the right to reject any bid if the evidence submitted by the bidder or investigation of him fails to satisfy the Owner that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Part of the evidence required above shall consist of a list of the names and addresses of not less than five (5) firms or corporations for which the bidder has done similar work.

IB-07**PERFORMANCE BOND**

At the time of entering into the contract, the Contractor shall give bond to the owner for the use of the owner and all persons doing work or furnishing skill, tools, machinery or materials under or for the purpose of such contract, conditional for the payment as they become due, of all just claims for such work, tools, machinery, skill and terms, for saving the owner harmless from all cost and charges that may accrue on account of the owner performing the work specified, and for compliance with the laws pertaining thereto. Said bond shall be for the amount of the contract satisfactory to the owner and authorized by law to do business in the State of Georgia.

Attorneys-in-fact who sign bonds must file with each copy thereof, a certified and effectively dated copy of the power of attorney.

IB-08**REJECTION OF BIDS**

These proposals are asked for in good faith, and awards will be made as soon as practicable, provided satisfactory bids are received. The right is reserved, however to waive any informalities in bidding, to reject any and all proposals, or to accept a bid other than the lowest submitted if such action is deemed to be in the best interest of the Owner.

PROTEST DENIAL LETTER



Procurement Department

Mrs. Geri Sams, Director

September 9, 2013

PRIORITY MAIL/FAX (770) 222-1586

Bass Signal Corporation
Attn: Tracy Bass
251 Industrial Park Drive
Milledgeville, GA 31061

Ref: Bid Item: 13-171 Downtown Signal & Streetlight Improvements
For Augusta, Georgia – Engineering-Traffic Engineering Department

Dear Ms. Bass:

We are in receipt of your letter dated August 28, 2013 in reference your submittal for ITB item 13-171 Downtown Signal & Streetlight Improvements for Augusta, Georgia – Engineering Department being rejected. In the letter you are requesting that we accept financial experience and equipment statement information which was omitted from your submittal due to an oversight on your part. Please allow me the opportunity to address your concerns.

The Procurement Department has carefully reviewed the submittal and the requirements of the Augusta, Georgia bidding process and the Augusta, Georgia code. The bid specifications clearly states on page 4 that "...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." We have also reviewed the specifications in reference to the financial experience and equipment statement and the fact that your company did not include this information with your submittal package. Please also be advised that the specifications for ITB 13-171 clearly stated on page IB-3 the requirements of the financial experience and equipment statement. Due to the fact that your submittal did not include a statement of your financial experience and equipment statement, I must concur with the initial decision of finding your submittal non-compliant. Regretfully, the Procurement Department has no choice but to deem your submittal as non-compliant, and accordingly, your request is denied.

If you would like to pursue your request further, AUGUSTA, GA. CODE §1-10-84, 1-10-85 and 1-10-86 allows you the opportunity to appeal the decision of the Procurement Director within five (5) days as set forth below:

Sec. 1-10-84. Appeals.

Appeal of a decision of the Procurement Director may be requested by the protestor or any department involved in the protest. The appeal shall contain a detailed statement of the factual and legal grounds upon which reversal or modification is deemed warranted.

Sec. 1-10-85. Time for filing appeal.

Appeals of a decision of the Procurement Director shall be filed in the Procurement Department not later than five (5) business days after receipt of such decision.

Sec. 1-10-86. Request for hearing and effect of untimely appeal.

Room 605 - 530 Greene Street, Augusta Georgia 30901
(706) 821-2422 - Fax (706) 821-2811

www.augustaga.gov

Register at www.demandstar.com/supplier for automatic bid notification



Scan this QR code with your smartphone or camera equipped tablet to visit the Augusta, Georgia

A contractor or prospective contractor that has been notified of a denial of its protest action may request in writing an appeal to the Augusta, Georgia Commission. All appeals must be received by the Procurement Department within five (5) business days. Appeals filed after the five (5) day period shall not be considered and are deemed a failure on the part of the protestor to exhaust administrative remedies. Where no appeal (or an untimely appeal) is filed, the Procurement Director's decision is considered final and the award shall proceed.

We would like to thank you for your interest in doing business with Augusta, Georgia and look forward to your company participating in future business opportunities. Please do not hesitate to contact us at (706) 821-2422 at any time when you have a concern and are preparing for a future submission.

Sincerely,



Ger A. Sams, Director
Procurement Department

GAS/nw

Attachments

cc: Andrew Mackenzie, General Counsel, Augusta, Georgia
Fred Russell, Administrator Augusta, Georgia
Tameka Allen, Deputy Administrator Augusta, Georgia
Kenneth S. Bray, Staff Attorney Augusta, Georgia
Abie Ladson, Director Engineering Department

Invitation To Bid

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GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle July 4, 11, 18, 25, 2013
Metro Courier July 10, 2013

cc: Tameka Allen Deputy Administrator
 Abie Ladson Engineering Department
 Hameed Malik Engineering Department
 Steve Cassell Traffic Engineering

Revised: 2/5/2013

Item # 4

IB-06**BIDDER'S QUALIFICATIONS**

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IB-07**PERFORMANCE BOND**

At the time of entering into the contract, the Contractor shall give bond to the owner for the use of the owner and all persons doing work or furnishing skill, tools, machinery or materials under or for the purpose of such contract, conditional for the payment as they become due, of all just claims for such work, tools, machinery, skill and terms, for saving the owner harmless from all cost and charges that may accrue on account of the owner performing the work specified, and for compliance with the laws pertaining thereto. Said bond shall be for the amount of the contract satisfactory to the owner and authorized by law to do business in the State of Georgia.

Attorneys-in-fact who sign bonds must file with each copy thereof, a certified and effectively dated copy of the power of attorney.

IB-08**REJECTION OF BIDS**

These proposals are asked for in good faith, and awards will be made as soon as practicable, provided satisfactory bids are received. The right is reserved, however to waive any informalities in bidding, to reject any and all proposals, or to accept a bid other than the lowest submitted if such action is deemed to be in the best interest of the Owner.

**REQUEST FOR
APPEAL OF
BID PROTEST DENIAL**



Bass Signal Corporation

251 Industrial Park Drive • Milledgeville, GA 31061 • Phone (478) 453-7544 • Fax (478) 453-7387

September 11, 2013

METRO DIVISION: Phone (770) 222-9832 • Fax (770) 222-1586

WEB SITE: WWW.BASSIGNAL.COM

City of Augusta
Geri Sams-Director
530 Green Street
Room 605
Augusta, GA 30901

13 SEP '13 PM 12:06

Ref: Bid Item: 13-171 Downtown Signal & Streetlight Improvements
For Augusta, Georgia-Engineering-Traffic Engineering Department

Dear Ms. Sams:

Per Augusta Code: 1-10-84, 1-10-85 and 1-10-86, Bass Signal Corp. respectfully submits this letter as a formal appeal to the findings of our bid submittal as non-compliant. As you are well aware, Bass Signal Corp. did provide a financial experience and equipment statement on August 29, 2013. In light of new evidence we have obtained through the open records act, The City requested the highlighted information in the original bid solicitation package in a manner so differently from any other municipality (inclusive of the GA DOT) it created confusion for 75% of all bidders causing ALL of them to be equally non-compliant. As soon as our office received your letter, we sent the missing information. Our position is also supported by information obtained from B&E Electric who was advised verbally, prior to the bid opening, by The City's procurement department, the financial experience and equipment statement was NOT due at the time of the bid. As stated in our previous correspondence, our missing documentation had no merit regarding prices or bond requirements.

When dealing with our tax payer's money, I am sure you will agree \$21,213.50 is significant. We worked hard to provide you with the absolute best pricing. It is our hope that The City will understand the confusion of 75% of bidders for this project. It is also concerning to have the procurement representative verbally advise a contractor it was not necessary to include such information on the bid date and then decide that information to be the very reason the contractor is non-compliant. In light of the above discoveries, reconsider awarding the project to Bass Signal Corporation. Like most fiduciary responsible government managers, we are confident that you, as well as the rest of The City's Procurement Department, should always prefer to use the lowest responsible bidder on any awarded project.

In the interest of tax payers, as well as Bass Signal Corporation, the contractor who worked diligently to provide you with the lowest bid, we respectfully ask, that a simple over site due to unclear bidding documents be prioritized accordingly.

We would like appeal personally during the next board meeting. I can be reached by phone- 404/316-7891 or by email at van@bassignal.com

Sincerely,

Van Sedwick

Van Sedwick
Vice President & Chief Estimator
Bass Signal Corporation



**Administrative Services Committee Meeting
9/23/2013 1:05 PM
Economic Development/tourist attractions**

Department:

Caption: Discuss economic development in association with new tourist attractions in Augusta. **(Requested by Commissioner Marion Williams)**

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
9/23/2013 1:05 PM
Hyde Park Relocation Program**

Department:

Caption: Discuss/receive a comprehensive report from Mr. Chester Wheeler, Director HED regarding the relocation program for residents of Hyde Park. **(Requested by Commissioner Marion Williams)**

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting

9/23/2013 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 and return whatever amount is not used; task the Administrator, Finance Department and Mr. Wheeler to identify an additional funding stream to continue the LW/B Project and bring back recommendation in six months; and to determine whether it is more economical to bring the consulting task in-house rather than outsourcing it. (Approved by Administrative Services Committee August 26, 2013 - deferred from the Commission September 3, 2013) (Referred from September 17 Commission meeting)

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).

Cover Memo

Item # 7

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:

Cover Memo

Item # 7

LWB FUNDS NEEDED THROUGH BOND FINANCING
JULY 2013 - OCTOBER 2015

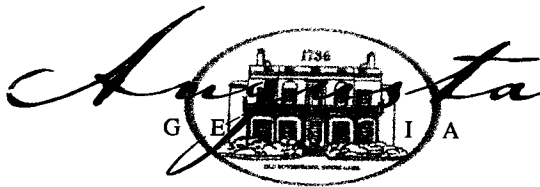
AREA/SERVICE	BASIS	UNITS		BOND	OTHER	NOTES
PROJECT MANAGEMENT				\$1,050,000		27 MONTHS - THROUGH OCTOBER 2015
MARKETING					\$280,000	27 MONTH - THROUGH OCTOBER 2015
HOLLEY STREET COMMONS					\$240,000	BUILD CUL-DE-SAC
HOLLEY STREET COMMONS	\$180,000			\$180,000		SOUND WALL - DESIGN/BUILD
HOME FUNDED 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 in Page 1



Housing & Community Development Department

Chester A. Wheeler, III
Director

To: Augusta Commissioners
Mr. Deke Copenhaver, Mayor
Mr. Fred Russell, City Administrator
Ms. Tameka Allen, Deputy City Administrator

From: Mr. Chester Wheeler, HCDD Director

Date: August 21, 2013

Re: Laney Walker/Bethlehem Project (LWB)

Pursuant to the request for a Bridge Loan for the LWB Project, I have attached additional information that hopefully will address your concerns. You will find the following:

- A schedule of LWB activity highlighting the production activity for the project. These numbers do not include the Holley Street Commons development as this project was completed to date with HOME Funds. This development has constructed 7 new homes which have been sold, and there are 2 homes under construction which have been pre-sold.
- Updated information on our consultants, i.e. their services and responsibilities, accomplishments to date, and credentials. Additionally, there is a question and answer document on the reasoning of our marketing services.
- Consultant Expenses

Please do not hesitate to contact me regarding your questions and concerns.

PRODUCTION ACTIVITY

Periods: 2008 thru August 2013

Laney Walker Bethlehem
Bond Funding

Project	Accomplishments	Original Budget 2010	Revised Budget Request (04/26/12)	Expenses thru Aug 20, 2013
Single Family Mortgage Assistance	14 units	\$1,400,000	\$305,500	230,025
Single Family Rehab (Owner Occupied Assistance)	2 Units	\$800,000	\$185,000	54,762
Architectural & Engineering Services	4 construction projects	Initially not included	\$455,000	364,496
Project Mgt., Constr. Mgt., Property Acquisition Mgt., Urban Design, Marketing, and Misc. Consulting Services		Initially not included	\$1,279,000	2,117,064
Demolition	97 Units	Initially not included	\$155,500	201,122
Property Acquisition	275 Lots	\$2,100,000	\$3,200,000	3,187,195
Surface Lanes and Installation of Pocket Parks	4 Projects (2 Lanes) (2 Pocket Park)	\$400,000	\$500,000	517,520
Multi-Family/Mixed Use Developer Assistance	6 Units total	\$1,500,000	\$260,000	105,879
Single Family Builder Program	25 Units/ 6 under construction	\$1,480,000	\$1,340,000	1,775,427
		\$7,680,000	\$7,680,000	\$8,553,490
Actual Revenues				(749,430)
Bond Balance				(\$124,060)

Item # 7

**LANEY WALKER BETHLEHEM
CONSULTANT
SERVICES, STRATEGIES AND
ACCOMPLISHMENTS**

JANUARY 2010- JULY 2012

Laney Walker/Bethlehem Redevelopment Project

Condensed

Augusta Housing &
Community Development
Department

July 2012

Join us in remaking history.

www.heritagepineaugusta.com

Item # 7



Project Mgt., Construction Mgt., Property Acquisition Mgt., Urban Design, Marketing, and Misc. Consulting Services

Summary: The Project Management Team (APD) started their work in Augusta in December of 2007, when they were awarded a contract to prepare a Neighborhood Housing Implementation Plan for Laney Walker/Bethlehem. APD subsequently responded to a solicitation for Project Management and Property Acquisition services in 2009 and have continued to provide these services on a contract basis. The APD Augusta office currently consist six (6) full time professional staff that includes Urban Land Planners, Building and Landscape Architects, Construction Managers, and Project Managers. In addition the Augusta office includes two (2) full-time staff devoted exclusively to Property Acquisition and a part-time person, off-site, assigned to provide Geographic Information System services to map all property acquisition activities. Each of Project Management staff members have advanced Masters Degrees in their professional area of expertise. See memo dated July 25, 2011 for a detail description of Project Management and Property Acquisition services. In addition to the Marketing and Branding services, which started their work in November 2011 has resulted in re-branding the Laney Walker/Bethlehem neighborhood as a place where families are willing to reinvest as new homeowners. More recently our marketing and branding work has produced award winning web sites for the project, the services have resulted in statewide awards and recognition from the Georgia Planning Association, Georgia Trend Magazine, American Planning Assoc. and the American Institute of Architects.



TRANSMITTAL

To:	Chester Wheeler	Fax:	
From:	Jesse Wiles	Date:	June 25, 2011
Re:	LW/B Redevelopment Project	Pages:	
Cc:		Job #:	
		Sent Via:	

Urgent ☐ For review ☐ Please comment ☐ Please reply ☐ Please recycle

You recently brought to my attention an e-mail that I felt miss-represented the work that APD has conducted for the City of Augusta since 2007. Our organization policy has been to refrain from responding to allegations that our work effort does not warrant the compensation that we are receiving, regardless of the amount of fees received on an assignment. However, the Laney Walker/Bethlehem Redevelopment Project is a "game changing" unique project where the City of Augusta, through its Housing and Community Development Dept., acts as a Master Developer. The project has been featured in the Harvard University Student Journal of Real Estate for its unique approach to neighborhood revitalization. It is because of this uniqueness the LW/B project requires a unique set of management and implementation skills that are provided through APD.

Our Augusta office staff provides two distinct, but inter-connected services for the City of Augusta:

1. **Property Acquisition Services:** Work as agent of the Augusta Land Bank Authority to acquire property to be assemble for future redevelopment, and
2. **Project and Construction Management:** Manage and coordinate all predevelopment , land development, and construction activity for the LW/B Redevelopment Project

APD Urban Planning & Management
 4495-304 Roosevelt Blvd. Suite 158 ▪ Jacksonville, FL 32210
 Ph: 904.322-7089 ▪ Fax: 904.371-8415 ▪ www.assetproperty.com

Item # 7

Our Augusta office consist six (6) full time experienced staff members. Our Augusta office staff includes experienced Urban Land Planners, Building and Landscape Architects, Construction Managers, and Project Managers. In addition we have two (2) full-time staff that is devoted exclusively to Property Acquisition and a part-time person assigned to provide Geographic Information System services to map all property acquisition activities. Each of our staff members are degreed personnel, most with advanced Masters Degrees in their professional area of expertise. We feel strongly that our work exemplifies the skill, work ethic, and compassion required to manage the challenging task of redeveloping the Laney Walker and Bethlehem communities.

As you know, the Laney Walker/Bethlehem project area includes approximately 1100 acres. During our initial 12-month planning and pre-development phase of work we designated six (6) Priority Project Development Areas which represents approximately 10% to 15% of the total neighborhood development acreage. Within each of the Priority Project Development Areas APD, has prepared detailed site analysis that includes:

- Building lot sizes,
- Plot plans to establish front and side yard set-back for each home to be built within the Priority Project Development Area,
- Proposed streetscape features and infrastructure improvement such as sidewalk, storm water drainage, etc.,
- Green sustainable landscape design templates, and
- Detailed elevation analysis regarding which house model is to be built on the respective building lots in order to ensure proper balance and scale to the street

Our current work is setting the stage for the development of over 130 new homes and mixed use development opportunities including:

- Single family detached homes for homeownership (both new construction and restored homes),
- Duplex homes that will feature rental units for very low income households,
- Mixed income single family townhomes built for rental with option to purchase homeowner,
- Mixed income properties with ground floor retail and rental units above, and
- Neighborhood retail center(s) designed to stimulate economic development within the Laney Walker/Bethlehem neighborhood

Our staff structure and range of experience is tailored to address the wide range of challenges associated with transforming neighborhoods that have experienced years of disinvestment. We know how to capitalize on existing assets rather than being impeded by existing challenges. Our work with the State Historic Preservation Office (SHPO), NeighborWorks of America, and other state and national resource brokers is based on over 30 years of experience as a real estate developer and national consultant specializing in neighborhood revitalization strategies. Although the Augusta Housing and Community Development Dept. (AHCDD) is one of the most qualified local government departments, relative to the capabilities needed to implement a neighborhood revitalization strategy, their primary focus is service delivery tasks and compliance monitoring. Despite the fact that the AHCDD has a highly qualified staff, this project requires a dedicated group of highly skilled resource persons devoted exclusively to mastering the design and management of a very complex urban redevelopment project.

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Our experience "network" is an important part of what we bring to this project and it is designed to supplement existing staff local government housing and community development staff.

Our firm does not take lightly the confidence that the City's Leadership has shown in allowing us to be part of this national urban revitalization model. We feel strongly that APD has conducted itself in a manner that justifies the opportunity given to us in the management of this project. Our work program not only meets the scope of work outlined in our contract, we feel that we exceed the contractual scope of work. The following table outlines the range Property Acquisition and Project/Construction Management tasks that APD manages on a daily basis for the City of Augusta:

Property Acquisition Services	Project Management Services	Construction Management Services	Urban Planning and Regulatory Management Services
Property ownership Identification	Management of design and installation of infrastructure	Preparation of Contractors Manual	Preparation of LW/B Housing and Neighborhood Revitalization Implementation Master Plan
Management of Appraisal Services	Task orders, solicitations, and contract preparation	Construction cost estimating	Preparation of LW/B Neighborhood Strategy Area Plan designation
Contract preparation	Analysis of project cost and recapture of public expenditures	Cost estimating	Preparation of Blight Study for LW/B Urban Redevelopment Area designation
Contract presentation & Negotiations	Management & compliance with project Environmental Review	Construction cost negotiations	Preparation of LW/B Urban Redevelopment Plan for URA designation
Contract presentation & management with Land Bank Authority and closing atty.	Policy Development management of Green Design & Sustainability procedures	Daily construction oversight	Preparation LW/B Pattern Book & manage compliance with design standards established thru Pattern Book
Weekly reporting of Property Acquisition activity	Management of interface with City Depts.	Review approval of construction draw request	Management & oversight of project architects
Mapping property acquisition status	Manage/oversight of real estate agents	Daily construction monitoring and report preparation	Land use and Zoning compliance review and oversight
	Managt/oversight of branding and marketing	Construction closing	Coordination & interface with all City Dept. involved in regulating project development
	Mangt./oversight to all site development and pre-constr. Site prep	Coordination of Real Estate closing documents	Schematic house designs & preparation of working drawings
		Daily & Weekly reporting of progress	Staff support to the Planning Dept. to establish an Overlay District to LW/B
		Post construction warranty management	Management/oversight of Marketing and Branding services
			Management /Oversight of Supply & Demand Real Estate Market Analysis

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APD Deliverables through May 30, 2011

Property Acquisition Services:

- 1039 property owners contacted
- 195 parcels closed through negotiated sales or donations
- Weekly updates of property acquisition status including location of properties authorized to purchase, properties under contract to purchase, and properties closed and held in the Land
- Contract settlement price of closed property: **\$2,550,942.29**
- 49 Contracts completed/Sent to attorney and scheduled for closing: **\$881,400**

Project Management Services:

- 26 service providers qualified through City of Augusta's Procurement policies and procedures:
 - Architects
 - Engineers
 - Real Estate Services
 - Marketing and Branding Services
 - Market Analysis Services
 - Builders
 - Developers
- 8 Task orders/contract for services completed/executed and Notice to Proceed issued

Construction Management Services:

Heritage Pine

- Model home and 4 homes completed at Heritage Pine (all sold)
- 8 homes scheduled to start over the next 30 days (5 presales)
- 4 Duplexes under construction and 85% complete
- West side of Pine St. service lane under construction at 90% complete
- Environmental review of East service lane completed bided

Urban Planning and Regulatory Management Services:

Reports/Plans/Studies Completed:

- Laney Walker/Bethlehem Blight Findings Report
- Urban Redevelopment Plan
- LWB Neighborhood Revitalization Strategy

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Item # 7

- LWB Implementation Plan
- Pattern Book
- Builder's Construction Manual
- Green Design Guidelines
- Laney-Walker and Bethlehem Neighborhood Residential and Retail Market Analysis (RKG & Assoc.)
- Wrightsboro Road Corridor-Retail Market Analysis (RKG & Assoc.)
- Coordinated with the Planning Department on the implementation of a new Overlay District

Architectural Services: Completed

- 12 Schematic House Designs
- 8 construction/working drawings
- Residential landscape design template
- Pocket Park landscape design template

I trust that the information outlined above provides you with a summary of our work in Augusta. Please do not hesitate to contact me if you have any questions!



OVERVIEW OF MARKETING & BRANDING STRATEGIES LANEY WALKER/BETHLEHEM

Executive Summary

In July 2010, the Augusta Housing & Community Development Department completed a roughly four-month procurement process for marketing services for Laney Walker/Bethlehem, selecting Melaver McIntosh to join the Housing Department and APD as members of the project's core development team. In November, 2010, the Housing Department executed a one-year contract for marketing services with Melaver McIntosh, which was subsequently extended for a second year, per the conditions of the initial RFP. The basic scope of work for marketing services includes the following:

- **Identity.** Develop /elicit a core identity for Laney Walker/Bethlehem
- **Story/Brand.** Establish a core story and brand that evokes this core identity
- **Segmentation.** Identify key segments (8) that this story and brand will address
- **Market Strategy.** Develop a detailed plan for reaching out to key segments
- **Communication Tactics.** Develop a plan for matching segments to specific communication tools
- **Marketing Toolbox.** Design, create, and produce a broad range of collateral materials (brochures, websites, videos, sales materials, events, press releases, etc.)
- **Community Programs.** Develop and promote various initiatives relating to health, recreation, public safety, sustainability, and celebration of heritage and culture to enhance the overall story of LW/B
- **Public Relations.** Submit for professional conferences, awards, public speaking opportunities, weekly electronic community headlines, social media

Brief Description of Accomplishments

Laney Walker/Bethlehem has been the recipient of three professional awards to date (Georgia Planning Association Outstanding Plan Implementation, Association County Commissioners of Georgia County of Excellence Award, *Southern Living* magazine's "Heroes of the New South" award). Representatives of the core team have given professional talks for the Georgia Planning Association, New Partners for Smart Growth, American Institute of Architects, American Planning Association, and the Sustainable Cities Design Forum. Much of the work of Laney Walker/Bethlehem can be found on its main website (www.laneywalkerbethlehem.com) or on the more sales-oriented Heritage Pine website (www.heritagepineaugusta.com). A weekly summary of events occurring in LWB can be found by subscribing to the project's electronic community headlines service (<http://www.laneywalkerbethlehem.com/media/community-headlines/>). Our marketing team has successfully launched an annual Blocks are Beautiful event, celebrating community in Augusta's urban core and taking place the last Saturday every April. More than 30 presentations about LW/B have been made in 2012 within Augusta to help raise general awareness of the project as well as to accelerate the overall sales effort. And four videos have been produced, highlighting the vision and progress to date.

**LANEY WALKER BETHLEHEM
CONSULTANT
SERVICES, STRATEGIES AND
ACCOMPLISHMENTS**

**JANUARY 2010- JULY 2012
(Updated through July 2013)**



TRANSMITTAL

To: Chester Wheeler

Fax:

From: Jesse Wiles

Date: August 21, 2013

Re: LW/B Redevelopment Project

Pages:

Cc:

Job #:

Sent Via:

☐ Urgent ☐ For review ☐ Please comment ☐ Please reply ☐ Please recycle

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NAME	LWB WORKLOAD	CREDENTIALS	PRIMARY RESPONSIBILT	12-MONTH SPECIAL ASSIGNMENTS
O. JESSE WILES, JR	60%	MCP, MPA, BSUA	EXECUTIVE MANAGEMENT (SCHEDULE & BUDGET)	ARC
WARREN CAMPBELL	100%	RA, MRED, SCRE, LEED AP, EDFP, GESC	PREDEVELOPMENT / ENTITLEMENT	ASDIP (COMMITTEE MEMBER)
ABBIE RICKOFF	100%	MURP, BLA, GESC	LAND PLANNING	ARTSPACE, ARC, DDA, "LIVE AUGUSTA", HC, YPA
ANH VU	100%	MCRP, BSAED, GESC	ARCHITETURAL DESIGN	AUGUSTA PHOTO FESTIVAL (9/27-9/29)
ELLIS CAIN	100%	MA, BFA, GESC	CONSTRUCTION MANAGAMENT	AUGUSTA PHOTO FESTIVAL (9/27-9/29)
SHEILA GRAHAM	50%	BSBA	GIS ANALYST	
HELEN K. ROGERS	30%	MLA, BAHP+CP	PRESERVATION PLANNER	
O. JESSE WILES, III	100%		OFFICE MANAGEMENT & FIELD SUPPORT	AUGUSTA PHOTO FESTIVAL (9/27-9/29)

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Item # 7

AHCDD MEMO – AUGUSTA 21, 2013

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- Building lot sizes,
- Plot plans to establish front and side yard set-back for each home to be built within the Priority Project Development Area,
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Our current work is setting the stage for the development of over 100 new homes and mixed use development opportunities including:

- Single family detached homes for homeownership (both new construction and restored homes),
- Duplex homes that will feature rental units for very low income households,
- Mixed income single family townhomes built for rental with option to purchase homeowner,
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AHCDD MEMO – AUGUSTA 21, 2013

Property Acquisition Services	Project Management Services	Construction Management Services	Urban Planning and Regulatory Management Services
Property ownership Identification	Management of design and installation of infrastructure	Preparation of Contractors Manual	Preparation of LW/B Housing and Neighborhood Revitalization Implementation Master Plan
Management of Appraisal Services	Task orders, solicitations, and contract preparation	Construction cost estimating	Preparation of LW/B Neighborhood Strategy Area Plan designation
Contract preparation	Analysis of project cost and recapture of public expenditures	Cost estimating	Preparation of Blight Study for LW/B Urban Redevelopment Area designation
Contract presentation & Negotiations	Management & compliance with project Environmental Review	Construction cost negotiations	Preparation of LW/B Urban Redevelopment Plan for URA designation
Contract presentation & management with Land Bank Authority and closing atty.	Policy Development management of Green Design & Sustainability procedures	Daily construction oversight	Preparation LW/B Pattern Book & manage compliance with design standards established thru Pattern Book
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Mapping property acquisition status	Manage/oversight of real estate agents	Daily construction monitoring and report preparation	Land use and Zoning compliance review and oversight
	Mangt./oversight of branding and marketing	Construction closing	Coordination & interface with all City Dept. involved in regulating project development
	Mangt./oversight to all site development and pre-constr. Site prep	Coordination of Real Estate closing documents	Schematic house designs & preparation of working drawings
		Daily & Weekly reporting of progress	Staff support to the Planning Dept. to establish an Overlay District to LW/B
		Post construction warranty management	Management/oversight of Marketing and Branding services
			Management /Oversight of Supply & Demand Real Estate Market Analysis

APD Deliverables through July 31, 2013

Property Acquisition Services:

- Over 1000 property owners contacted
- 275 parcels closed through negotiated sales or donations, plus 97 demolitions
- Weekly updates of property acquisition status including location of properties authorized to purchase, properties under contract to purchase, and properties closed
- Contract settlement price of closed property: +\$2.6M

APD Urban Planning & Management

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AHCDD MEMO – AUGUSTA 21, 2013

Project Management Services:

- 26 service providers qualified through City of Augusta's Procurement policies and procedures:
 - Architects
 - Engineers
 - Real Estate Services
 - Marketing and Branding Services
 - Market Analysis Services
 - Builders
 - Developers

Construction Management Services:

Heritage Pine

- 2 model homes and 17 homes/duplexes completed at Heritage Pine (sold/rented)
- 4 homes scheduled to start over the next 30-60 days
- 3 homes under construction and 85% complete
- West side of Pine St. service lane complete
- East side of Pine St. service lane complete
- 2 pocket parks completed

Urban Planning and Regulatory Management Services:

Reports/Plans/Studies Completed:

- Laney Walker/Bethlehem Blight Findings Report
- Urban Redevelopment Plan
- LWB Neighborhood Revitalization Strategy
- LWB Implementation Plan
- Pattern Book
- Builder's Construction Manual
- Green Design Guidelines
- Laney-Walker and Bethlehem Neighborhood Residential and Retail Market Analysis (RKG & Assoc.)
- Wrightsboro Road Corridor-Retail Market Analysis (RKG & Assoc.)
- Coordinated with the Planning Department on the implementation of a new Overlay District

APD Urban Planning & Management

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AHCDD MEMO – AUGUSTA 21, 2013**Architectural Services: Completed**

- 12 Schematic House Designs
- 17 Original construction/working drawings
- Residential landscape design template
- Pocket Park landscape design template

I trust that the information outlined above provides you with a summary of our work in Augusta. Please do not hesitate to contact me if you have any questions!

ABBREVIATIONS:	ARC	AUGUSTA REGIONAL COLLABORATION
	ASDIP	AUGUSTA SUSTAINABLE DEVELOPMENT IMPLEMENTATION PROGRAM
	BAHP+CP	BACHELOR OF ARTS HISTORIC PRESERVATION + COMMUNITY PLANNING
	BFA	BACHELOR OF FINE ARTS
	BLA	BACHELOR OF LANDSCAPE ARCHITECTURE
	BSAED	BACHELOR OF SCIENCE IN ARCHITECTURE AND ENVIRONMENTAL DESIGN
	BSBA	BACHELOR OF SCIENCE, BUSINESS ADMINISTRATION
	BSUA	BACHELOR OF SCIENCE, URBAN AFFAIRS
	DDA	DOWNTOWN DEVELOPMENT ASSOCIATION - STREETSCAPE FUNDING COORDINATION
	EDFP	ECONOMIC DEVELOPMENT FINANCE PROFESSIONAL
	GESC	GEORGIA EROSION & SEDIMENTATION CONTROL CERTIFICATION
	HC	HARRISBURG CONSORTIUM
	LEED AP	LEED ACCREDITED PROFESSIONAL
	MA	MASTER OF ARCHITECTURE
	MCP	MASTER OF COMMUNITY PLANNING
	MCRP	MASTER OF CITY AND REGIONAL PLANNING
	MPA	MASTER OF PUBLIC ADMINISTRATION
	MRED	MASTER OF REAL ESTATE DEVELOPMENT
	MURP	MASTER OF URBAN AND REGIONAL PLANNING
	RA	REGISTERED ARCHITECT
	SCRE	SC REAL ESTATE BROKER (VOLUNTARY INACTIVE STATUS)
	YPA	YOUNG PROFESSIONALS ASSOCIATION - DEMOGRAPHICS SURVEY

APD Urban Planning & Management

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To: Chester A. Wheeler, III, Director, AHCCD
From: Patty McIntosh, Melaver McIntosh
Date: August 21, 2013
Subject: Questions about Laney Walker/Bethlehem Marketing Strategy

What was the image of Laney Walker/Bethlehem before the marketing and rebranding effort began?

By the 1980s, Laney Walker/Bethlehem, once home to the “golden blocks,” a thriving mix of residences and businesses, had a declining, aging-in-place population base (3% annual decline for over 20 years), blight everywhere you looked (75% of the homes were declared dilapidated or severely deteriorated), lack of basic infrastructure such as sidewalks and street lighting, high unemployment (above 20%), major pockets of crime at key gateways and corridors, low average annual income (\$10,000 versus the city median of \$40,000), and, not surprisingly, little to no investment. Up until fairly recently, most Augustans had written off these two neighborhoods with a “do not resuscitate” note tacked to all 1,100 acres.

If you were to ask someone what the vision was only a few years ago, you would have gotten blank stares or references to the way it used to be. All progress going forward hinges on creating, maintaining, and amplifying a consistent, compelling vision of what the reinvigorated Laney Walker/Bethlehem will be and what it will offer the community.

What would have happened if the city had proceeded with redevelopment activities in Laney Walker/Bethlehem without a marketing and branding strategy?

People are motivated by certain basics: safety, quality housing, neighborhood amenities, a sense of community. You can’t walk down most streets of Laney Walker/Bethlehem and intuitively see community—you must create a picture, or sense of community, both as it existed and as it could be, built around authentic stories. It would be difficult, if not impossible, to attract people to live in or establish a business in Laney Walker/Bethlehem without showing them the possibilities of what the community can and will become. A comprehensive, continuing marketing strategy carries the vision forward while reinforcing the progress being made.

Why is rebranding essential to a successful urban redevelopment project?

Marketing goes well beyond selling houses. It’s about educating about possibilities and opening their eyes to a reality they hadn’t seen before. It’s about pitching life in a community and the viability of LWB as a mixed-use, mixed-income community. Without a compelling brand providing a sense that this is a viable community, it would be hard to convince people that there’s a different trajectory and a reason to be part of this renaissance.

Rebranding helps to discard negative imagery connected with a place (crime, blight, vandalism) and enables a city or neighborhood to reposition itself as a place with possibilities. Rebranding also helps to engender civic pride and is an effective means of uniting a city around a public project.

By identifying the potential and existing advantages of Laney Walker/Bethlehem and crystallizing that image in the thinking of the community you begin to restore trust and the sense of possibility. If you don't do that you allow preconceptions, many of which are erroneous, to become the "reality" of Augusta. You need to help create a vision through compelling, authentic stories of the possibilities of this revitalization.

Laney Walker/Bethlehem is at the physical heart of the city. It is simply too physically proximate to the rest of Augusta simply to allow the process of demolition through disinvestment and neglect to reach its ultimate end. Areas that are deteriorating send out negative messages to the entire community and bring it down with them. Areas that are being reinvigorated help create the rising tide that lifts all boats.

Finally, rebranding helps to differentiate an area from other places people might choose to live or start a business. With 60 million people expected to move to urban areas across the U.S. offering vibrant live-work-play environments over the next several decades, Augusta and Laney Walker/Bethlehem need to position themselves in order to be competitive in this evolving marketplace.

Why does the marketing effort need to be ongoing?

While the marketing effort has been successful in highlighting positive changes and generating sales in the Heritage Pine development area, there are five additional development nodes the City is working on as part of the Laney Walker/Bethlehem revitalization project—both residential and commercial. Many of the challenges that faced Heritage Pine (dilapidated houses, vacant properties) still exist in these other development nodes.

In addition, there is a great deal of impression inertia out there. Attitudes developed over 20 years and reinforced over that time by the repetition of perceptions don't just go away overnight. You have to keep hammering away to keep the negative perceptions at bay.

Ongoing marketing reinforces the notion among prospective investors that this is a going concern. If the thought arises that maybe this isn't the case, all the preceding success is in jeopardy. A continuing stream of new energy, investment and personal belief has to be generated.

You also have to continuously generate new leads. If everyone who wandered in the door bought into the program immediately, you might not have to but the rate of conversion (both into investors and believers) is fairly low. And, just as importantly, you need to remind those who have bought in that they are part of something that is growing and ongoing. Their continued belief and testimonials are critical to retaining them and generating more downstream energy.

In short, while the project's primary focus is physical transformation—replacing widespread blight with mixed-use, mixed-income, sustainable development—the underlying transformation entails changing a community's mindset about what is possible. Ongoing marketing is needed to attract private investment (businesses, development partners) as well as residents. You need to continually reinforce that far from being abandoned, these areas have much physical, economic and spiritual promise and the City's investment to make it happen.

1. Firm Experience

Statement of Qualifications:

Melaver McIntosh LLC is a full-service sustainable development and consulting firm whose background is particularly suited to the diverse needs of the Laney Walker/Bethlehem redevelopment efforts.

Our core competencies focus on strategic thinking, designing, planning, marketing, and implementation in the context of making our urban centers sustainable. Combining decades of professional experience in urban planning, non-profit management and advocacy, private-sector green development, our company provides the following key capabilities:

- ◆ Shaping broad and deep innovative strategies that integrate vertical, green development into various approaches for *reducing* use of resources such as energy and water, *expanding* mobility through a broader spectrum of modes of transportation, *creating* green-collar job opportunities, and *enhancing* diverse, livable communities.
- ◆ Creating a brand identity and communications plan around such sustainable strategies.
- ◆ Building broad stakeholder participation in the more detailed planning of such sustainable strategies (communication, outreach and in-reach).
- ◆ Participating in the actual development of sustainable strategies.

Melaver McIntosh is a sister company of a 70-year old business, Melaver, Inc. Our roots are fed by two distinct, but very complementary streams: private-sector development work and public-sector urban policy/planning and non-profit environmental conservation work. Let's take a closer look at those two streams of experience feeding our company's growth and development.

Part of our company's roots are in real estate development in southeast Georgia in support of a family-run grocery business (M&M Supermarkets, 1940 – 1985). Upon the sale of that business to Kroger in 1985, the company evolved into a cutting-edge, nationally-recognized real estate development firm focused on sustainable commercial and residential projects (Melaver, Inc., 1985 – present).

As one of the first practitioners of sustainable development in the U.S., Melaver, Inc. discovered early on that it was faced with two primary challenges: 1) figuring out how create a viable business from heretofore unknown and untested sustainable practices, and 2) developing a branding strategy and communication/marketing plan that would enhance this new business's likelihood of success. What followed over the ensuing two decades was an extensive campaign that ran the gamut from branding the company itself as a leader in sustainable development to branding each of its development projects (commercial and residential). Accompanying this branding strategy was a host of specific communication, marketing, and public relations tactics that touched a broad range of stakeholders: ranging from outreach into specific neighborhoods at the local level to targeted regional and national tenants to thought leaders throughout the nation involved with sustainable principles and practices.

Our sister company Melaver, Inc. has participated in three national pilot projects for the U.S. Green Building Council's LEED program (Leadership in Energy and Environmental design certification program). Among our many accomplishments, we developed the first all-retail

LEED shopping center in the country (Abercorn Common, Savannah), one of the first mixed-use LEED projects in the country for a building listed in the National Historic register (the Whitaker Building, Savannah), one of the first LEED affordable housing projects in the nation (Sustainable Fellwood, Savannah), one of the first LEED renovations of a multi-tenanted office building in the U.S. (Crestwood, Atlanta), the first LEED hotel in InterContinental's world-wide chain (Indigo, Athens), and the first LEED condo/retail project in the greater Atlanta area (Oakland Park).

The other stream feeding Melaver McIntosh is an extensive background in non-profit management, public policy/planning, and environmental advocacy and coalition building. At the core of this work has been a focus on building public awareness, promoting good planning and stewardship, and enhancing community capacity to promote the unique values of place. We have decades of experience developing promotional, educational and advocacy campaigns, designing and creating content for publications, brochures, posters, press releases, websites, documentaries and other communications pieces for state agencies, local communities, grassroots organizations and non-profits. We also have 20+ years of experience working directly with local communities to help them identify assets, challenges and opportunities, create a community vision, and build consensus for action among diverse stakeholder interests.

Melaver McIntosh also draws on a handful of talented and trusted, go-to partners with whom we have worked for many years. Our partners bring expertise in design, marketing, communications, public relations and information technology. Those whom we feel would bring value to the Laney Walker/Bethlehem marketing/communications project are listed in the Appendix.

Melaver McIntosh has the capacity, working with select partners, to meet all aspects of RFP 10-099A. We would also welcome the opportunity to serve as the main coordinator of its many moving parts—shaping the overarching vision, strategy, team coordination, and implementation—but not necessarily doing it all. As such, we would embrace partnering with local vendors on this project, utilizing our own longstanding partners only where the need is particularly warranted.

Key Personnel Bios

Martin Melaver - Martin Melaver is a principal and founder of Melaver McIntosh. From 1992 - 2009, Martin served as CEO of Melaver, Inc., a real estate business devoted solely to sustainable principles and practices. Over the past two decades, one of his major responsibilities has been shaping an overarching vision for sustainable real estate development and developing a branding strategy focused on that vision. Martin received a BA from Amherst College. He holds a Masters and PhD from Harvard University and an MBA from the Kellogg School of Management at Northwestern. Among honors/awards, he has been the recipient of a Fulbright scholarship and the Argon award for visionary stewardship of the environment. He is the author of *Living Above the Store: Building a Business That Creates Value, Inspires Change, and Restores Land and Community* (2009), and *The Green Building Bottom Line* (2008). Martin serves as a Trustee and immediate past board chair of the Georgia Conservancy, is on the national board of COEJL, and sits on the Board of Councilors of the Carter Center.

Patricia McIntosh - Patty McIntosh is a principal and founder of Melaver McIntosh. Previously, she served for 11 years as a Vice President at the Georgia Conservancy, where she directed the Conservancy's coastal office and oversaw the organization's award winning *Blueprints for Successful Communities* program. She also directed the Conservancy's marketing, event and tour planning, and communications and outreach strategies for the coastal region. Her prior work includes ten years at the Georgia Department of Community Affairs, where she managed local government planning, environmental management and technical assistance programs and was closely involved in policy and program development under Georgia's Growth Strategies Program. She also worked as a policy analyst and planner with the Governor's Office of Planning and Budget, the Georgia Department of Transportation and a local government planning agency. Patty serves on the boards of the Skidaway Marine Science Foundation (chair) and the Institute for Georgia Environmental Leadership (vice chair), Savannah Bicycle Campaign, Million Mile Greenway Advisory Council, and Georgia SeaGrant Advisory Committee. She holds a Master of City Planning degree from the Georgia Institute of Technology and a B.S. in Urban and Regional Planning from East Carolina University.

Erin Hall - Erin Hall is a graphic designer and art director specializing in branding. Her work includes print and digital campaigns, brand identity, logo design, website design, print collateral, signage, packaging, exhibits, publication design and layout, and overall brand management. Her experience includes Carbone Smolan Agency and Meter Industries, both in New York, NY, as well as freelance work. Her clients include Morgan Stanley, Palmer House Hotel, Chicago; NYU Children's Hospital, Gore Industries, Nizuc, a luxury resort and residences in Cancun, Mexico, The Devilish Egg, Bloom Magazine, the Georgia Conservancy, City & Country School, NYC, Rose Tarlow Melrose House and Sobieski Vodka. Erin is a graduate of the Portfolio Center in Atlanta, Ga., where she studied graphic design. She received a Bachelor of Fine Arts in interior design from Georgia State University. Her awards include the Society for Environmental Graphic Design Merit Award, 2008 and AIGA Annual Design Competition 29 Mohawk Show Finalist, 2009.

CONSULTANT EXPENSES

Laney Walker/ Bethlehem Redevelopment Project Consulting Expenditures

	Jan 10-Mar 12 ¹	Mar 12-Current ²	Total Expenditure
APD Planning and Management			
Project Management	\$ 1,101,477.50	\$ 810,310.50	\$ 1,350,581.50
Property Acquisition ³	\$ 249,104.00		\$ 249,104.00
			<u>\$ 1,599,685.50</u>
Melaver -McIntosh			
Marketing	\$ 158,870.78	\$ 149,922.61	<u>\$ 308,793.39</u>
		Grand Total	\$ 1,908,478.89

Note:

- 1 Expenses for period of Jan 2010-Mar 2012 were a part of the LWB Financial Report issued July 2012 which Included check numbers and amounts. Please see attached.
- 2 There was not enough time to compile the check copies and amounts for the Mar. 2012 to Current period as the request was made today (8/21/2013).
- 3 Acquisition Management Services were discontinued during the Mar. 2012 to Current period due to a significant decrease in property acquisition.

Laney Walker/Bethlehe Redevelopment Project Management/Marketing and Consulting Services Breakdown

Covered Periods: 2010 thru May 2012

Project Management						
Vendor Name	Invoice Number	Check Date	Check Number	Check Amount	Paid From	UDAG Check #
APD Urban Planning & Management LLC	PM13007-14	Jan-10		\$ 33,944.00	UDAG	600
	PM13007-15	Feb-10		\$ 38,648.00	UDAG	605
	PM13007-16	Feb-10	282575	\$ 37,772.00	UDAG	613
	PM13007-17	Mar-10		\$ 35,870.00	UDAG	626
	PM13007-17	Mar-10	284274	\$ 5,902.00	LWB Bond	
	PM13007-18	Apr-10	286201	\$ 37,772.00	UDAG (reconcile)	654
	PM13007-19	May-10	287996	\$ 47,402.00	UDAG (reconcile)	682
	PM13007-20	Jun-10	289698	\$ 37,772.00	UDAG (reconcile)	698
	BFURD-001	Jul-10	290584	\$ 37,772.00	UDAG (reconcile)	701
	PM13007-21	Jul-10	292239	\$ 46,952.00	UDAG (reconcile)	712
	PM13007-22	Aug-10	293340	\$ 37,772.00	UDAG (reconcile)	718
	PM13007-24	Oct-10	293340	\$ 37,772.00	LWB Bond	
	PM13007-23	Oct-10	293340	\$ 39,422.00	LWB Bond	
	PM13007-26	Dec-10	302082	\$ 37,772.00	LWB Bond	
	PM13007-27	1/14/2011	302082	\$ 37,772.00	LWB Bond	
	PM13007-28	1/14/2011	305800	\$ 38,397.00	LWB Bond	
	PM13007-29	1/14/2011	307312	\$ 37,772.00	LWB Bond	
	PM13007-31	5/13/2011	310599	\$ 38,232.00	LWB Bond	
	PM13007-32	6/10/2011	312258	\$ 37,772.00	LWB Bond	
	PM13007-33	7/15/2011	314140	\$ 37,772.00	LWB Bond	
	PM13007-34	8/12/2011	316032	\$ 37,772.00	LWB Bond	
	PM13007-35	9/8/2011	317634	\$ 38,322.00	LWB Bond	
	PM13007-36	10/7/2011	319347	\$ 37,772.00	LWB Bond	
	PM13007-37	11/4/2011	321005	\$ 37,772.00	LWB Bond	
	PM13007-38	12/9/2011	322796	\$ 37,772.00	LWB Bond	
	PM13007-39	1/6/2012	324348	\$ 37,772.00	LWB Bond	
	PMPA13007-1	2/10/2012	328504	\$ 45,017.25	LWB Bond	
	PMPA13007-2	3/9/2012	330143	\$ 45,017.25	LWB Bond	
Vendor Total:				\$ 1,059,705.50		
UDAG Total:				\$ 146,234.00		
LWB Bond Total:				\$ 913,471.50		

Item # 7

Last Updated: 7/3/2012

Laney Walker/Bethlehe Redevelopment Project Management/Marketing and Consulting Services Breakdown

Covered Periods: 2010 thru May 2012

Property Acquisition						
Vendor Name	Invoice Number	Check Date	Check Number	Check Amount	Paid From	Final Check #
Hollingsworth Appraisal Company	2341	Jul-10	292239	\$ 2,500.00	UDAG (reconcile)	734
Vendor Total:				\$ 2,500.00		
APD Urban Planning & Management LLC	PA14007-13	Jan-10		\$ 10,256.00	UDAG	603
	PA14007-14	Feb-10	281727	\$ 17,440.00	UDAG (reconcile)	608
	PA14007-15	Mar-10	283435	\$ 12,440.00	UDAG (reconcile)	623
	PA14007-16	Apr-10	285436	\$ 12,440.00	UDAG (reconcile)	635
	PA14007-17	May-10	287099	\$ 12,440.00	UDAG (reconcile)	679
	PA14007-18	Jun-10	288824	\$ 12,440.00	UDAG (reconcile)	685
	PA14007-19	Jul-10	290580	\$ 12,440.00	UDAG (reconcile)	700
	PA14007-20	Aug-10	292239	\$ 12,440.00	UDAG (reconcile)	734
	PA14007-21	Sep-10	293729	\$ 12,440.00	LWB Bond	
	PA14007-23	Nov-10	298798	\$ 12,440.00	LWB Bond	
	PA14007-24	Dec-10	300635	\$ 12,440.00	LWB Bond	
	PA14007-25	Jan-11	302082	\$ 12,440.00	LWB Bond	
	PA14007-27	Mar-11	306937	\$ 12,440.00	LWB Bond	
	PA14007-28	4/21/2011	309476	\$ 12,440.00	LWB Bond	
	PA14007-29	5/20/2011	311119	\$ 12,440.00	LWB Bond	
	PA14007-30	6/17/2011	312875	\$ 12,440.00	LWB Bond	
	PA14007-31	7/15/2011	314140	\$ 8,708.00	LWB Bond	
	PA14007-32	8/12/2011	316032	\$ 8,708.00	LWB Bond	
	PA14007-34	10/21/2011	320213	\$ 8,708.00	LWB Bond	
	PA14007-35	11/14/2011	321749	\$ 8,708.00	LWB Bond	
	PA14007-36	12/9/2011	322796	\$ 8,708.00	LWB Bond	
	PA14007-37	1/13/2012	327241	\$ 8,708.00	LWB Bond	
Vendor Total:				\$ 254,104.00		
UDAG Total:				\$ 10,256.00		
LWB Bond Total:				\$ 246,348.00		

Item # 7

Last Updated: 7/3/2012

Initial:
Date:

Laney Walker/Bethlehe Redevelopment Project Management/Marketing and Consulting Services Breakdown

Covered Periods: 2010 thru May 2012

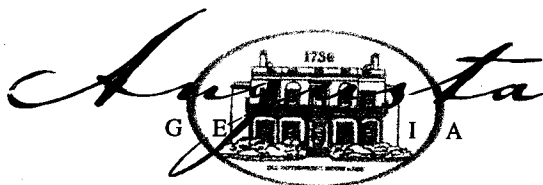
Marketing						
Vendor Name	Invoice Number	Check Date	Check Number	Check Amount	Paid From	Final Check
Acscntial	1004	Feb-10	282575	\$ 4,660.00	UDAG (reconcile)	651,256.612
	1009	Apr-10		\$ 4,840.00	UDAG (reconcile)	651,256.612
Vendor Total:				\$ 9,500.00		
Melaver McIntosh	3	2/18/2011	306042	\$ 21,039.55	LWB Bond	
	5	5/13/2011	310899	\$ 10,328.55	LWB Bond	
	7	5/20/2011	311236	\$ 3,462.24	LWB Bond	
	580	5/27/2011	311716	\$ 7,500.00	LWB Bond	
	10	7/15/2011	314355	\$ 7,335.89	LWB Bond	
	8	7/15/2011	314355	\$ 14,557.22	LWB Bond	
	11-LWB7	8/12/2011	318670	\$ 7,743.86	LWB Bond	
	12-LWB8	9/23/2011	321169	\$ 14,925.87	LWB Bond	
	14-LWB9	11/4/2011	322101	\$ 11,509.43	LWB Bond	
	15-LWB10	11/17/2011	322101	\$ 15,694.57	LWB Bond	
	16-LWB11	12/22/2011	323084	\$ 11,668.41	LWB Bond	
	21-LWB14	3/9/2012	330313	\$ 7,254.95	LWB Bond	
Vendor Total:				\$ 158,870.78		

UDAG Grand Total: \$ 156,490.00
LWB Bond Grand Total: \$ 1,328,190.28
Grand Total: \$ 1,484,680.28

Item # 7

Last Updated: 7/3/2012

Initial:
Date:



Housing & Community Development Department

Chester A. Wheeler, III
Director

To: Augusta Commissioners
Mr. Deke Copenhaver, Mayor
Mr. Fred Russell, City Administrator
Ms. Tameka Allen, Deputy City Administrator

From: Mr. Chester Wheeler, HCDD Director

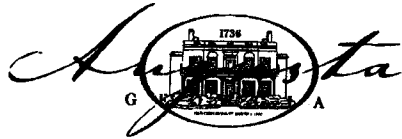
Date: September 12, 2013

Re: Laney Walker/Bethlehem Project (LWB)

Pursuant to the request for a Bridge Loan for the LWB Project, I have attached additional information that hopefully will address your concerns. You will find the following:

- A response to the questions presented by Commissioner Mason. **Tab 1**
- On August 26, 2013, I was asked in the Administrative Services committee meeting to prepare a comparison on out-sourcing the consultant services. You will find that the analysis reveals that if we hired the existing team of professionals assigned to the project management team, the City's cost would be \$231K vs \$180K dollars (contracted amount). Additional analysis will be provided within the upcoming two weeks. **Tab 2**
- I have attached a copy of APD's contract which outlines their Scope of Services on pages 7-20. I believe that this document clearly spells out the degree of technical services that they provide for the LWB project. **Tab 3**

Please do not hesitate to contact me regarding you questions and concerns.



HOUSING & COMMUNITY DEVELOPMENT DEPARTMENT

Chester A. Wheeler, III
Director

Tab 1
(Commissioner Mason's Questions –
Response to..)

Commissioner Mason's Questions – AHCDD's Response to...

1

Answers to Questions:

- "How much in Laney Walker bond money have you put into this project?"

As of August 20, 2013 there have been commitments of \$8,553,490 made on the bond funds. Active projects have receivables due in the amount of \$873,490 which will leave a bond expenditure of \$7,680,000.

- "What will be the total amount of bonds issued during the life of this project?"

The Augusta/Richmond County Commission passed a resolution in 2008 calling for the use of a hotel/motel fee to provide an annual income stream for LWB for 50 years. That income stream was projected to be approximately \$750,000 annually for a total of \$37,500,000 (\$750,000 * 50). The amount of bond revenue anticipated over the life of this project is dependent upon the development cost that will be absorbed by the city. It is totally driven by the amount of development that can be leveraged and absorbed by the private sector and the amount of cost that will be undertaken by the city that will be covered by bonds.

- "What are the estimated total fees and interest for those bonds issued?"

We have asked the Finance Department to respond to this item, and they have agreed to do so.

- "How much in HUD program funds have you put onto this project? What will be the total amount of HUD program funds to be used during the life of this project?"

As of May 2013, the amount of funds invested from the CDBG, HOME, and NSP programs was \$2,492,370. The projected amount of HUD funds to be used with the requested bridge loan would be approximately \$1.3M.

Future federal investment in this project over the next 50 years is difficult to gauge, since HUD programs are the result of Congressional approval, and program design must meet the federal guidelines.

- "Where is the evidence of the 10 to one match of 'private investment dollars' cited on your website? Provide names, amounts, and letters of commitment"

The goal of a ten-to-one match of private dollars to bond dollars is a long-term, aspirational goal, one which will testify to the health and success of Laney Walker / Bethlehem. But that is not going to happen overnight.

We are trying to turn around almost a half-century of blight and disinvestment in our urban core. In the short-term, this means that the public sector will be bearing much of the financial burden for this turnaround play. In the longer-term, it is our goal to have the private sector step into the shoes of what government is doing today. The public sector takes on early-stage risk, and, as risk diminishes, the private sector steps in.

Commissioner Mason's Questions – AHCDD's Response to...

2

- If you are not at a ten to one match, what is your current match and what are your annual goals for increasing that performance?

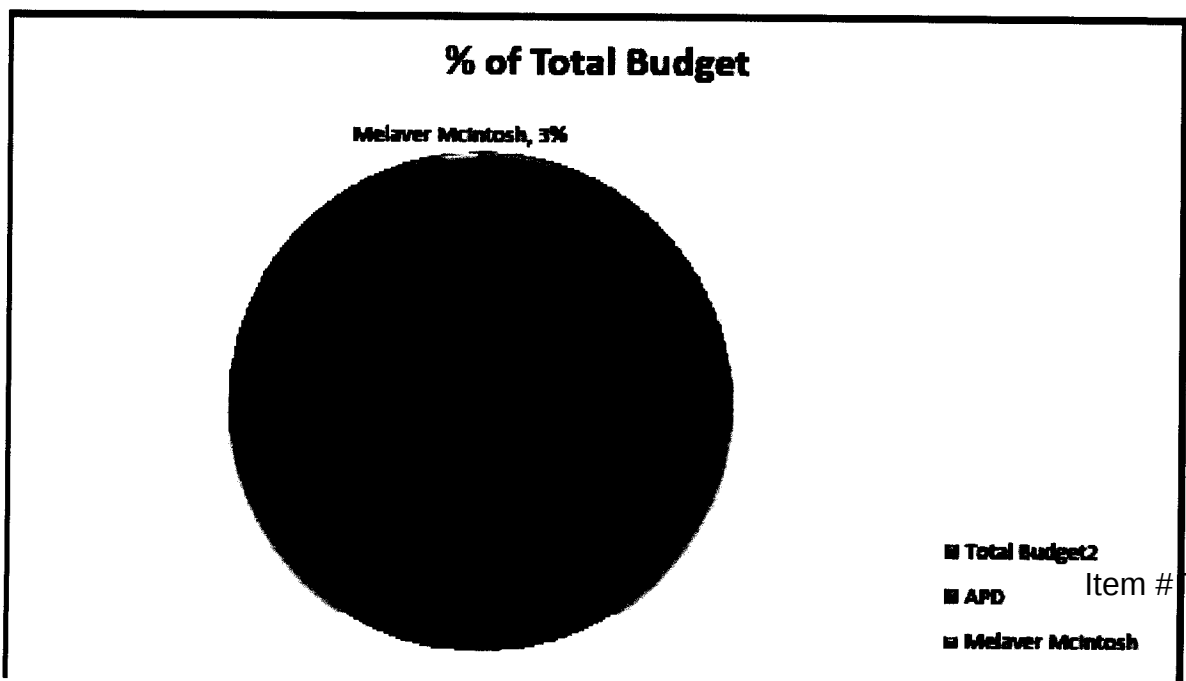
The current match is 1:7 on completed construction projects, excluding infrastructure. Evidence of the match would be the following:

- United House of Prayer: Located south of East Mill Village in the 1200 block of Wrightsboro Road, this is an approximate investment of \$2M for multifamily construction – approximately 12 units.
- United House of Prayer: Located within the East Mill Village development node, this is an approximate investment of \$2M for multifamily construction – approximately 17 units.
- Augusta Housing Authority: Approximate investment of \$5M for 40 units of housing.
- J&B Construction has invested \$1,988,656 of construction financing for the residential units in Heritage Pine

The remaining questions are then, how do we go from a current ratio of 1:7 to our aspirational goal of 1:10, and what are the annual goals for increasing that performance? The answer is that we simply keep plugging away at what we are doing to reverse the trend of a half-century of blight and disinvestment. The dollars we invest in the project today are not nearly as risky as the dollars we invested four or five years ago. We are yielding results. We are attracting outside investors. We are enhancing the tax base and creating additional jobs and adding value to the local economy. Our strategy is simply to continue the course. [Additional information regarding the project's impact on the local economy and job creation can be seen in the attached *Impacts & Results Dashboard (May 2013)*.]

- "What percentage of the project money is being spent on administration? Describe any city positions that are fully or partially funded from the bond proceeds."

The amount spent on management has been 19% of the total budget, while the amount spent on marketing has been 3% of the total budget. Please see the graph below for additional information. [More information can be found in Tab 3.]



Commissioner Mason's Questions – AHCDD's Response to...

3

- "What are the current and projected annual obligations to outside contractors? Describe any performance measures that are in those contracts."

There are only two annual contracts for the project – our Project Management firm, APD, and our Marketing Strategy firm, Melaver McIntosh. The annual obligations are as follows:

FIRM	SCOPE	TERM	CONTRACT AMT.	METRICS
APD	Project Mgmt.	Annual	\$45,000/month	Execute the master plan and meet the applicable codes and ordinances
Melaver McIntosh	Marketing & Communication Strategy	Annual	\$6,000/month	Execute the LWB Marketing Strategy, garner national recognition, various social media "hit rates," achieve general community support for the project, sales velocity.

* Copies of the contracts are attached for reference in Tab 3.

- "Are any current or former City of Augusta employees or officials a principle [sic] in or employed by a company doing work on this project? If so, identify the person, company and extent of relationship."

No principals of APD or Melaver McIntosh are former or current employees or officials of Augusta/Richmond County.

- "Do any current or former City of Augusta employees or officials have a previous business relationship with a company doing work on this project? If so, identify the person, company and extent of that relationship."

The Project Management and Marketing firms for the project have no current or former City of Augusta employees on staff. Due to the sheer number of procured consultants/contractors which have been procured, it is assumed that there may be some former employees with those firms. The known instances are listed below:

Commissioner Mason's Questions – AHCDD's Response to...

4

1. Jorge Jimenez of ZEL Engineers is a former employee of the City of Augusta
 2. Michael Daniel of ZEL Engineers is a former employee of the City of Augusta
 3. Wes Byne: Former employee of ZEL Engineers, now employed by the City of Augusta; provided civil design management for East Mill Village
 4. Teresa Smith served as a sub consultant to ZEL Engineers for East Mill Village. She is a former employee of the City of Augusta.
 5. David Simoneau of Cranston Engineering: Former employee with Richmond County (before consolidation); provides design management for several civil projects
- "Request a pro forma for 50 years"

We completely understand the desire for a pro forma that matches the length of a project. It's smart, fiduciary management. Unfortunately, running a pro forma out to 50 years is fraught with so many uncertainties, among them:

- Uncertainties regarding interest rate exposure
- Changes in marketplace demand (where people are locating, what they are looking for)
- Macroeconomic changes (monetary supply, employment trends, etc.)
- Cost structures, including supplies, labor markets
- Changes in funding sources

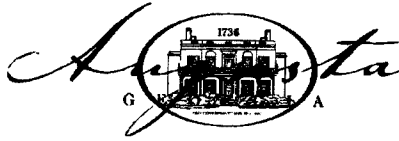
While we could conceivably run a fifty-year pro forma, we don't think it would be all that informative or helpful. Instead, we think a more useful approach would be to ask the following:

- 1) What do we project LWB to look like at the end of its 50-year tenure in 2058?
- 2) What do we project that build-out to cost generally?
- 3) What are the sources of funds that we expect to finance this total build-out?

PROJECTED BUILD-OUT IN THE YEAR 2058

TYPE	UNITS	COST	SOURCES
RESIDENTIAL UNITS	400 UNITS	\$64.0M	BANK, BOND, CDBG, FHLB, HOME, LIHTC, NMTC
RETAIL / COMMERCIAL	34,800 SQ. FT.	\$5.6M	BANK, BOND, NMTC

* The projected build-out is the anticipated cost of the finished product only. Predevelopment and infrastructure improvements are not included.



HOUSING & COMMUNITY DEVELOPMENT DEPARTMENT

Chester A. Wheeler, III
Director

Tab 2
(APD Consultant Cost Analysis)

Actual APD Cost Analysis (Outsource) Monthly Charge vs Billable Hour Charge

Employee	Hours May-13	Hours Jun-13	Hours Jul-13	Hours Aug-13	Total Qt. Hrs	Hourly Rate	Hourly Billing Amt.	Contract Billing Amt.	Variance Amt. Billed
Employee #1	266	208	255	206.5	935.5	\$ 28.00	\$ 26,194.00	\$ 17,920.00	\$ 8,274.00
Employee #2	260	195	238	174.5	867.5	\$ 25.00	\$ 21,687.50	\$ 16,000.00	\$ 5,687.50
Employee #3	210.5	219.5	236.5	226.5	893	\$ 50.00	\$ 44,650.00	\$ 32,000.00	\$ 12,650.00
Employee #4	45.5	36.5	29	36	147	\$ 24.50	\$ 3,601.50	\$ 7,840.00	\$ (4,238.50)
Employee #5	252	210	235.5	236	933.5	\$ 48.00	\$ 44,808.00	\$ 30,720.00	\$ 14,088.00
Employee #6	180	175	194	167	716	\$ 93.00	\$ 66,588.00	\$ 59,520.00	\$ 7,068.00
Employee #7	160	160	160	160	640	\$ 20.00	\$ 12,800.00	\$ 12,800.00	\$ -
Employee #8	160	160	160	160	640	\$ 25.00	\$ 16,000.00	\$ 3,200.00	\$ 12,800.00
Total Billing Comparison							\$ 207,529.00	\$ 180,000.00	

based on 50% of Shelia's time

Note:

1. Analysis is base on a 4 month (quarter) period
2. Contract billing hours is 640 hrs for the quarter.

The amount in
equal to 4 months
at \$45K. Billing
rates include O&P!

Cost Analysis In-House Staff (90% Exempt)

Employee	Hours Jan-13	Hours Feb-13	Hours Mar-13	Hours Apr-13	Total Qt. Hrs	Hourly Rate	Hourly Payroll	Benfts/Adm Fee	Total Payroll
Employee #1	266	208	255	206.5	935.5	\$ 22.40	\$ 20,955.20	\$ 8,172.53	\$ 29,127.73
Employee #2	260	195	238	174.5	867.5	\$ 20.00	\$ 17,350.00	\$ 6,766.50	\$ 24,116.50
Employee #3	210.5	219.5	236.5	226.5	893	\$ 40.00	\$ 35,720.00	\$ 13,930.80	\$ 49,650.80
Employee #4	45.5	36.5	29	36	147	\$ 19.60	\$ 2,881.20	\$ 1,123.67	\$ 4,004.87
Employee #5	252	210	235.5	236	933.5	\$ 38.40	\$ 35,846.40	\$ 13,980.10	\$ 49,826.50
Employee #6	180	175	194	167	716	\$ 74.40	\$ 53,270.40	\$ 20,775.46	\$ 74,045.86
Employee #7	160	160	160	160	640	\$ 16.00	\$ 10,240.00	\$ 3,993.60	\$ 14,233.60
Employee #8	160	160	160	160	640	\$ 20.00	\$ 12,800.00	\$ 4,992.00	\$ 17,792.00
Total Billing Comparison							\$ 166,023.20	\$ 64,749.05	\$ 230,772.25

Item # 7

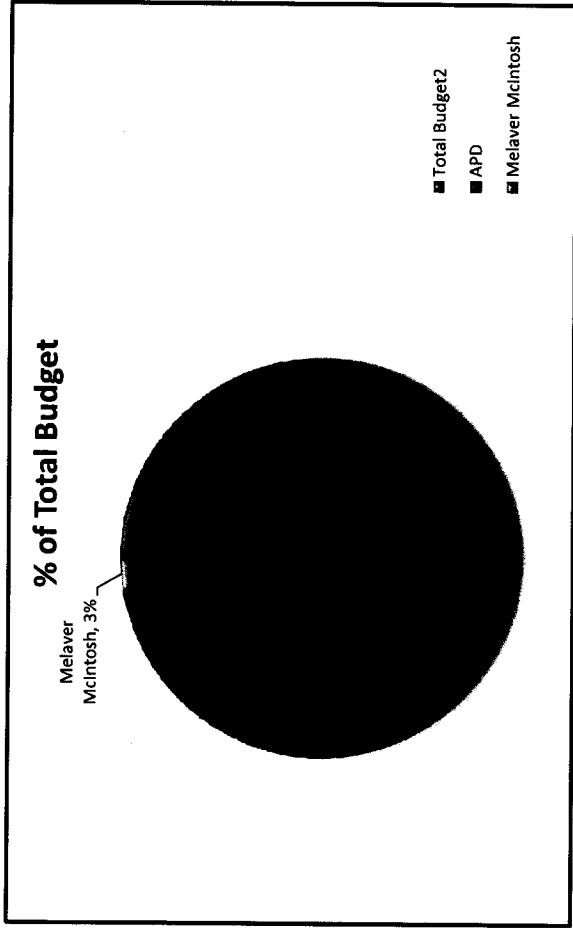
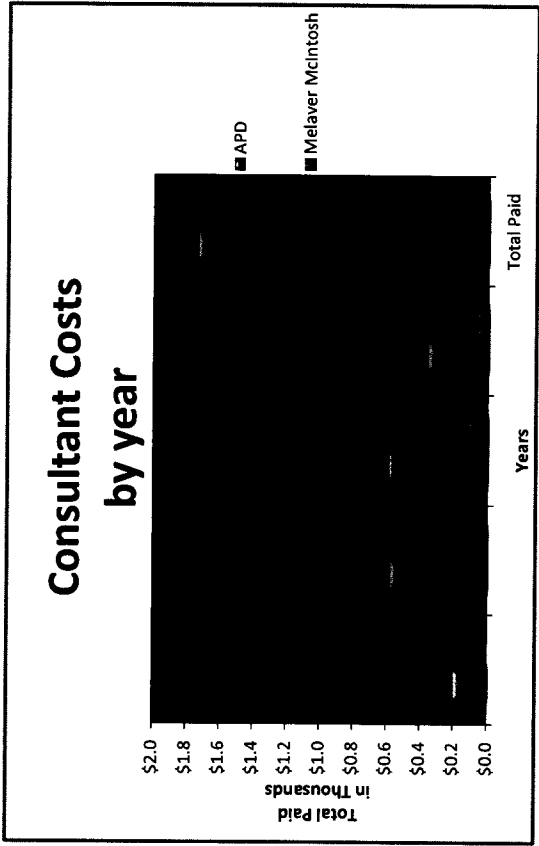
Note: The hourly billing rates on the In-House comparison have been reduced by 20% for the overhead and profit.

Laney Walker Bethlehem Administrative Costs v. Consultation Costs¹

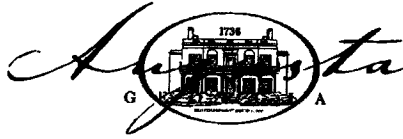
Total Budget ²	\$ 9,064,387.00
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	APD		Melaver McIntosh	
	2010	\$	2011	\$
	2011	\$	583,452.00	\$ 115,713.29
	2012	\$	593,426.43	\$ 120,570.56
	2013	\$	361,083.00	\$ 72,509.54
Total Paid		\$	1,740,459.43	\$ 308,793.39
% of Total Budget	100%		19%	3%

- 1 From IFAS funds 297 and 298
- 2 Amounts from Budgeted v. Actuals report for funds 298 and 297



Item # 7



HOUSING & COMMUNITY DEVELOPMENT DEPARTMENT

Chester A. Wheeler, III
Director

Tab 3
(APD Professional Services Agreement)



**PROFESSIONAL SERVICES AGREEMENT BETWEEN
AUGUSTA, GEORGIA
AND
APD URBAN PLANNING & MANAGEMENT, LLC
FOR PROPERTY MANAGEMENT AND PROPERTY ACQUISITION
SERVICES**

ORIGINAL
HJ

This Agreement is made and entered into this 25th day of January, 2012, by and between Augusta, Georgia, by and through the Augusta-Richmond County Commission, (hereinafter referred to as "Grantee"), and APD Urban Planning & Management, LLC, (hereinafter referred to as the "Consultant").

WITNESSETH

WHEREAS, the Grantee is undertaking certain activities related to the revitalization of certain neighborhoods; and

WHEREAS, the Grantee desires to engage the Consultant for the purpose of providing project management services and act as Grantee's representative in support of the revitalization initiative in the Laney-Walker and Bethlehem neighborhoods; and

WHEREAS, the Grantee will utilize non-federal and federal Community Development Block Grant and HOME Investment Partnership funds for this initiative; and

WHEREAS, the Grantee requires Consultant to comply with the Community Development Block Grant Program regulations at 24 CFR Part 570 and HOME Investment Partnerships Program regulations at 24 CFR 92.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

1. **EMPLOYMENT OF CONSULTANT.** Grantee agrees to engage the Consultant, and the Consultant agrees to provide consultant services which involves acting as the Grantee's representative and working with Grantee's staff, contractors, developers, funding sources and neighborhood-based organizations as part of managing the redevelopment of Laney-Walker and Bethlehem neighborhoods.
2. **SCOPE OF SERVICES.** The Consultant will provide the services ("Services" set forth in Appendix A, attached hereto and incorporated herein by reference.

It is understood and agreed by the parties that the services of the Consultant do not include any of the following: the disbursement or account of funds distributed by the Grantee's financial officer, legal advice, fiscal audits or assistance with activities not related to this project.

3. **LIAISON.** The Grantee's designated liaison with the Consultant is Chester A. Wheeler, III, Director of the Augusta Community Development Department. The Consultant's designated liaison with the Grantee is O. Jesse Wiles.
4. **EFFECTIVE DATE AND TIME OF PERFORMANCE.** This Contract takes effect on January 25th, 2012, with the Grantee's right to renew contract terms, conditions and compensation annually.. Grantee may discontinue contract after one year or at any time during the contract period with 30 days notice to Consultant. Consultant may discontinue contract with 60-day notice to Grantee.

ORIGINAL
HJ

COMPENSATION. For the satisfactory completion of the services to be provided under this Contract, the Grantee will pay the Consultant a sum not to exceed Five Hundred Seventy Thousand-Two Hundred Seventy dollars and no cents (\$570,270.00) annually, which the Grantee agrees to pay as set forth in "Appendix B - Compensation/Budget", attached hereto and incorporated herein by reference. Compensation for services will be provided in two parts: 1) \$540,270 paid to Consultant in installments, based on actual work performed and based upon the completion of key components of the project deliverables, and 2) \$30,000 paid (on an as-needed basis) to the Consultant's subcontractor IntegralGude for special Construction Management Advisory service, based on Task Orders and agreed on billing rates. Total compensation not to exceed \$570,270

6. **INDEPENDENT CONTRACTOR.** It is understood by the parties hereto that the Consultant is an independent contractor and as such, neither it nor its employees, if any, are employees of the Grantee for purposes of tax, retirement systems, or social security (FICA) withholding. It is further understood that the Consultant will maintain at its expense for the duration of this Contract, coverage in a workers' compensation plan for its principles and employees for the services to be performed hereunder.
7. **ELIGIBILITY.** The Consultant certifies that the Consultant's firm and the firm's principals are not debarred, suspended, voluntarily excluded, or otherwise ineligible for participation in federally assisted contracts under Executive Order 12549: "Debarment and Suspension" [24 CFR 24.505].
8. **CONFLICT OF INTEREST.** The Consultant covenants that it presently has no interest and will not acquire any interest, direct or indirect, in the project that would conflict in any manner or degree with the performance of its services hereunder. The Consultant further covenants that, in performing this Contract, it will employ no person who has any such interest.
9. **ENTIRE AGREEMENT: MODIFICATION.** This Contract contains the entire agreement between the parties, and no statements, promises or inducements made by either party, or agents of either party, that are not contained in the written Contract, are valid or binding. No changes, amendments or alterations shall be effective unless in writing and signed by both parties. The Consultant specifically acknowledges that in entering into the executing this agreement, Consultant relies solely upon the provisions contained in this agreement and not others.
10. **NON-ASSIGNMENT OF AGREEMENT.** Inasmuch as this agreement is intended to secure the specialized services of the Consultant, Consultant may not assign its rights, including the right to compensation, transfer, delegate or subcontract any interest herein without the prior written consent of Grantee. Any subcontractor or assignee will be bound by all the terms and conditions of this contract.
11. **ASSIGNMENT OF PERSONNEL.** The Consultant shall not substitute any personnel for those specifically named in its proposal unless personnel with substantially equal or better qualifications and experience are provided and acceptable to Grantee, as is evidence in writing.
12. **INDEMNIFICATION.** The Consultant waives any and all claims and recourse against the Grantee, including the right of contribution for loss and damage to persons or property arising from, growing out of, or in any way connected with or incidental to the Consultant's performance of this contract. Further, the Consultant will indemnify, hold harmless, and defend the Grantee against any and all claims, demands, damages, costs, expenses, liability arising out of the Consultant's performance of this Contract except for liability arising out of the concurrent or sole negligence of the Grantee or its officers,

agents or employees. Consultant shall also indemnify Grantee for any adverse determination made by the Internal Revenue Service or the State Franchise Tax Board against the Grantee with respect to Consultant's 'independent contractor' status that would establish a liability for failure to make any social security or income tax withholding payments.

13. **INSURANCE.** Consultant shall have and maintain in full force and effect for the duration of this Agreement, insurance insuring against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work by Consultant, its agents, representatives, employees, or sub-consultants.
14. **BREACH OF CONTRACT.** In the event of Breach of Contract by the Consultant, the Grantee may at its option, engage the services of another Consultant to complete the work and deduct the cost of the completion from the amount due to the Consultant. In the event either the Grantee or the Consultant do not fulfill performance under this agreement, then the affected party may pursue all legal remedies available for breach of contract.
15. **TERMINATION OF CONTRACT.** This Contract may be terminated as follows:
 - (a) **Termination for cause.**
 - (i) If the Grantee determines that the Consultant has failed to comply with the terms and conditions of the Contract, it may terminate this Contract in whole or in part any time before the date of completion. If the Consultant fails to comply with any of the terms and conditions of this Contract, the Grantee may give notice, in writing, to the Consultant of any or all deficiencies claimed. The notice will be sufficient for all purposes if it describes the default in general terms. If all defaults are not cured and corrected within a reasonable period to be specified in the notice, the Grantee may, with no further notice, declare this Contract to be terminated. The Consultant will thereafter be entitled to receive payment for those services reasonably performed to the date of termination, less the amount of reasonable damage suffered by the Grantee by reason of the Consultant's failure to comply with this Contract.
 - (ii) Notwithstanding the above, the Consultant is not relieved of liability to the Grantee for damages sustained by the Grantee by virtue of any breach of the Contract by the Consultant, and the Grantee may withhold any payments to the Contractor for purposes of setoff until such time as the exact amount of damages due the Grantee from the Consultant is determined.
 - (iii) Grantee may terminate this contract should funding cease or be materially decreased.
16. **LEGAL FEES.** In the event either party incurs legal expenses to enforce the terms and conditions of this Contract, the prevailing party is entitled to recover reasonable attorney's fees and other costs and expenses, whether the same are incurred with or without suit.
17. **DOCUMENTS INCORPORATED BY REFERENCE.** The Consultant's Request for Qualifications for property acquisition services for the Laney-Walker and Bethlehem neighborhoods, submitted September 3, 2008, and all applicable federal and state statutes and regulations incorporated into this Contract by this reference are binding upon the Consultant.

18. U.S. President Executive Order 11246.a. Approved Plan

The Subrecipient agrees that it shall be committed to carry out pursuant to the Grantee's specifications in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1965. The Grantee shall provide program guidelines to the Subrecipient to assist in the formulation of such program. The Subrecipient shall submit a plan for approval prior to the award of funds.

b. Women and Minority-Owned Businesses (W/MBE) (24 CFR 570.610 & Part 84 applies)

The Subrecipient will use its best efforts to afford small businesses, minority business enterprises and women's business enterprises the maximum practicable opportunity to participate in the performance of this Agreement. As used in this Agreement, the terms "small business" means a business that meets the criteria set forth in section 3 (a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

Disclaimer: Augusta-Richmond County, Georgia does not operate a DBE, MBE or WBE program but rather pursuant to its code of ordinances, this local government operates instead a local small business opportunity program.

19. NONDISCRIMINATION AND EQUAL OPPORTUNITY. The Consultant will abide by the Federal requirements set forth in 24 CFR 5.105(a), Nondiscrimination and Equal Opportunity, as these apply to the CDBG program and activities.

- a) Requirements of the Fair Housing Act [42 U.S.C. 3601-20] and Executive Orders 11063 and 12259 (regarding Equal Opportunity in Housing);
- b) Prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 [42 U.S.C. 6101-07];
- c) Prohibitions against discrimination against an otherwise qualified individual with a physical or mental disability, as provided in Section 504 of the Rehabilitation Act of 1973 [42 U.S.C. 794]; and

20. SECTION 3 OF THE HOUSING AND URBAN DEVELOPMENT ACT OF 1968 [12 U.S.C. 1701U].

The Consultant will ensure that, to the greatest extent feasible, opportunities for training and employment arising in connection with this project will be extended to lower income project area residents. Further, Consultant will, to the greatest extent feasible, utilize

business concerns located in or substantially owned by residents of the project area, in the awarding of contracts and purchasing of services and supplies.

21. **NONDISCRIMINATION.** The Consultant will not discriminate against any employee or applicant for employment on the basis of race, color, religion, creed, political ideas, gender, age, marital status, physical or mental disability, or national origin.
22. **LOBBYING PROVISIONS.** The Consultant certifies that no Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
23. **OWNERSHIP AND PUBLICATION OF MATERIALS.** All reports, information, data, and other materials prepared by the Consultant pursuant to this contract are to be the property of the Grantee, which have nonexclusive and unrestricted authority to release, publish or otherwise use, in whole or in part, information relating thereto. Any reuse without written verification or adaptation by Consultant for the specific purpose intended will be at the Owner's sole risk and without liability or legal exposure to the Consultant. No material produced in whole or in part under this Contract may be subject to copyright or patent in the United States or in any other country without the prior written permission of the Grantee.
24. **REPORTS AND INFORMATION.** The Consultant will maintain accounts and records, including personnel, property and financial records, which are adequate to identify and account for all costs pertaining to this Contract; and such other records as may be deemed necessary by the Grantee to assure proper accounting for all project funds, both federal and non-federal shares. These records will be made available for audit purposes to the Grantee or its authorized representative, and will be retained by the Consultant for five (5) years after the expiration of this Contract, unless permission to destroy them is granted by the Grantee.

The Consultant, at such times and in such forms as the Grantee may require, shall furnish Grantee bi-weekly progress reports in accordance with the outline indicated in Appendix C.
25. **ACCESS TO RECORDS.** It is expressly understood that the Consultant records relating to this Contract will be available during normal business hours for inspection by the Grantee, the Housing and Community Development Department, the U.S. Department of Housing and Urban Development and the U.S. Comptroller General.

APD Urban Planning & Management, LLC Property Management and Property Acquisition Agreement

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the date first written above.

ATTEST:

AUGUSTA, GEORGIA
(Grantee)

SEAL



By: David S. Copenhaver

David S. Copenhaver

A67

David S. Copenhaver
As its Mayor

1/30/12

Frederick L. Russell
Frederick L. Russell
City Administrator

Chester A. Wheeler, III
Chester A. Wheeler, III, Director
Augusta Housing & Community Development Dept.

APD Urban Planning & Management, LLC
(Consultant)

O. Jesse Wiles
O. Jesse Wiles

APPENDIX A

SCOPE OF SERVICES

TASK ONE Development Team Management

As the current Project Manager and Owner Representative, it is our obligation to thoroughly assess the current and future needs of this project and evaluate accordingly. We have established a series of weekly meeting designed to orchestrate and manage the actions of the Project Development Team members. Our responsibilities include management of the entire development process, including assisting in the selection of development team members, determining meeting schedules, preparing meeting agendas, facilitation of meetings, generating and maintaining project Action Item Agendas, and tracking action items through completion.

During each development phase, APD makes sure that relevant information is collected, processed, and then analyzed so that all team members have responsibility and input in the process. Our goal is always to have a well-documented process with clear results and clear communication among all team members.

APD is well respected by the development team that has been assembled for this project and as a result we are able to hold ourselves and our team members accountable.

Deliverables: Weekly meeting reports including but not limited to:

- Schedule report indicating relative progress compared to baseline schedule
- List of critical items and their status
- List and timeline of important next steps
- Budget report indicating budgets, expenses and variance
- Record of design team meetings and decisions

TASK TWO Project Management

Task 2.1 Document Review, Data Gathering, Market Analysis Coordination

APD continuously reviews key documents and reports relative to the Laney Walker/Bethlehem (LW/B) neighborhoods' six pre-selected Project Development Areas. Through this task, we establish, re-establish, and consider changes needed to achievable program goals for each neighborhood development projects. This includes, but is not limited to, continued coordination and application of the market analysis data generated in the Residential and Retail Market Analysis completed during Phase I of the project.

Our review of market analysis data occurs as an ongoing part of our project management. We make sure our findings are reviewed and disseminated to the appropriate parties in an effort to help the team understand the market and what it will and will not support.

Deliverable: Summary report of project area indicators that impede growth and development as well as new opportunities and strengths.

Task 2.2 Development Project Planning

The success of the Heritage Pine project area is the result of following a well thought-out planning process that establishes project goals and responds to stakeholder interests. At the onset of each project, APD has, and will continue to meet with members of the Development Team to:

- Establish short term and long term development goals and objectives
- Define project concepts (schematic floor plans, site plans, financial models, etc.)
- Document project related activities and expenditures that have occurred
- Build a consensus plan of action for moving projects through development process to construction phase
- Engage in team building discussion and dialogue, establish clear channels of communication

Deliverable: Creation and updating of individual project development plans of action

Task 2.3 Project Schedule Development

With the understanding that project schedules change for a variety of reasons, we also understand that no key aspect of a redevelopment project should start without a Project Schedule. A project schedule is developed for every aspects of the project that takes into consideration desired completion dates and an understanding of impediments that are likely to occur. APD will compile a comprehensive Overall Project Schedule (OPS) based on current and previous project experience. The OPS determines the timeframe for completion of all program components within agreed strategic goals and will serve as the roadmap for project implementation. During the process of developing the OPS, draft schedules are presented for consideration, and revised accordingly until a consensus is reached. Baseline schedules are established that will serve as the benchmark for implementation. Individual OPS will include all activities pertinent to the execution of the project including pre-development activities, financing, construction, occupancy, residential sales, and project closeout.

For purposes of this RFP, APD has developed a preliminary schedule based on the following assumptions:

- Completion at the following nodes is dependent on successful negotiations with the respective developers at East Mill Village (W2), Twiggs Circle (W1&T1-T4), Foundry Place (W4), and The Boulevard (JB1&LW1).
- The Dollar General (DG) project is dependent on a favorable underwriting review by DG corporate.
- The market study suggests an absorption rate of 10 units per year for-sale housing, assumption is that this holds true for each node.
- The new starts of single-family houses in Heritage Pine (P1) are dependent on pre-selling standing inventory.

- The Hyde Park relocations are not included in these projections.
- Bond funds are only responsible for building the infrastructure at Holley Street Commons (H1) and East Mill Village (W2).

Deliverable: Individual OPS per development node; overall development project schedules

Task 2.4 Project Budget Development

Developing and managing the budget tests how clearly and completely each project has been defined. Our prior experience as developers give us the insight needed to capture project expenses for all hard and soft costs and identify all sources of funds. Each budget we prepare includes the costs of all consultants, an estimate of construction costs, and all other costs that will be incurred for each project.

During the preparation of the budget, APD outlines the basis on which each cost is developed. Once the budget is authorized, APD has demonstrated the ability to manage the project within the agreed budget guidelines. We also acknowledge that maintaining a strict adherence to a budget on this type of redevelopment project is an ongoing challenge. Our understanding of urban development help us prepare our client for the unexpected. At each stage of the design, the budget is refined and the contingency amount will be reduced until we get to a budget number that will ultimately be used to for the construction budget.

Deliverables:

- Project budgets
- Financial analysis, including scheduled recoup of investment via property taxes, etc.
- Cash Flow Analysis

Task 2.4 Development of Program Reporting System

Although we currently use a Program Reporting System that is satisfactory to AHCDD, we think this can be improved. We recommend using the established program reporting system database to report on schedule, budget and project status for each program project. We suggest that the reports be shared periodically to keep all stakeholders informed. This useful tool can be tailored to produce different levels of information that can be shared with:

- General Public via monthly updates on a dedicated project website
- Commissioners (updated reports can provided periodically)
- Department Staff (updated reports can provided at weekly meetings)
- Government Officials (semi-annual reporting for Uniform Relocation Act (URA))

Deliverable:

- Ongoing and regular updates of program reporting system

TASK THREE Property Acquisition Analysis

Our property acquisition work with AHCDD and the Augusta Land Bank Authority has been just short of amazing. In a three year period we have contacted over 1000 property owner and have converted over 75% of the property owners to willing sellers. ***We have closed on over \$2 million of property without the use of Eminent Domain!*** Although the majority of property acquisition for the Laney Walker and Bethlehem revitalization projects occurred in Phase I, strategic property acquisition analysis is still required to pursue key parcels within the development nodes. Assembling key property and gaining site control is an essential component of the neighborhood redevelopment strategy. Our future services will include:

- Identify key redevelopment parcels
- Review documents regarding ownership and market value
- Prepare preliminary sources-and-uses budgets as part of property acquisition decision-making process
- Map key development parcels

Task 3.1 Identification of Key Redevelopment Parcels

APD has made extraordinary process in property acquisition for the Laney Walker and Bethlehem redevelopment project, acquiring over \$2 million in properties, and did so ahead of the projected schedule. The key to this successful strategy was the use of the institutional knowledge available to the APD Team. Two members of the APD Team, Catherine Manness and Dianne Beck, knew many of the potential sellers and lived in the Laney Walker/Bethlehem neighborhoods, thus provided a unique perspective to the property acquisition process. In addition to traditional methods, the APD staff went above and beyond to build relationships with potential sellers that often guaranteed a smooth selling process. They were able to gather information in such a manner that assured confidentiality and extreme professionalism. Weekly Property Acquisition services include weekly follow up calls, arranging conference calls and special meetings with potential sellers, taking time to explain what is necessary to sell the property, and developing a professional bond with potential sellers (APD is always the seller's first contact). If potential sellers were unable to be identified, APD used an outreach strategy that included visiting neighborhood churches, site visits to speak with neighborhoods, online research and attending Town Hall meetings to stay abreast of community happenings. This institutional knowledge strategy coupled with traditional property acquisition techniques will continue into the next phase of property acquisition – identifying and acquiring key redevelopment parcels in the six identified project development areas.

Deliverable:

- Strategic action plan for assembling key redevelopment parcels

Task 3.2 Property Acquisition Alternatives

APD uses a proven property acquisition process that ensures adherence to all applicable uniform relocation standards and guidelines.

Based on the development phase, APD has identified two property acquisition alternatives that can be used:

- Option Agreement to Purchase to gain site control of the property/properties, until a developer is ready for development; or
- Contract of Sale to allow the Augusta Land Bank to own the property/properties.

Task 3.3 GIS Mapping of Property Acquisition Process

The GIS (Geographic Information System) mapping technology enables APD to provide ACHDD with a graphic based tracking system of property acquisition and land assembly progress. The APD Team will compile and analyze property acquisition data and present weekly reports to the client. As part of the file creation, a property chart will be created that includes a photo of every property and detailed information on the property. The property data base will be set up as an excel spreadsheet and linked to City's GIS data base that will feature a "point and click" application to reference both location and parcel specific information. The database is currently presented during regular Project Management meetings as overlays specific to the project development areas, and password protected for limited access.

Deliverable:

- GIS mapping and detailed property acquisition development status for graphic presentations

Task 3.4 Adherence to Uniform Relocation Act and Real Property Acquisition

An important component of the Property Acquisition process is developing a relocation strategy. APD has worked with ACHDD over the last three years in developing a relocation strategy that ensures adherence to the Federal Uniform Relocation Act. As a part of this task, APD will continue to work with ACHDD to identify potential relocation sites, and contact appropriate agencies to gather information needed to eliminate potential problematic relocation sites. Detailed documentation is maintained to ensure rights of relocated tenants and homeowners are protected.

Deliverables:

- Identify and arrange for the acquisition of remaining parcels in active Project Development Areas,
- Negotiate Options to Purchase of key parcels in the Foundry Place, Boulevard, and Heritage Pine Project Areas, and
- Revise current process of working with builders, purchasers, realtors and the closing attorney to expedite closing with new homebuyers

TASK FOUR Review of Development Regulatory Frameworks

Many of the proposed redevelopment projects will require rezoning and/or variances in order to achieve the desired development patterns and building densities. During the past three (3) years, we have learned a valuable lesson regarding the time and effort that is expended in approaching regulatory changes in one Project Area at a time. Our ability to attract qualified builders and developers to the LW/B redevelopment area will have a lot to do with our ability to have all regulatory impediments to development resolved as a condition of their participation. We still have a lot of work to do in this area.

Task 4.1 Review of Proposed Development Projects

APD will review proposed development projects for consistency with the respective zoning and land use regulations.

Task 4.2 Meeting Facilitation

APD will facilitate meetings with the Planning Department, and other departments, as needed, and make recommendations on appropriate approaches to land use and zoning that would be consistent with short- and long-range redevelopment goals, including the implementation of Overlay Zoning to protect critical areas.

Task 4.3 Design and Enforcement of Architectural Guidelines

The APD Team will design and enforce architectural guidelines that are consistent with our Pattern Book to insure redevelopment patterns are consistent with the neighborhoods' rich historic and cultural past.

Deliverables:

- Updated memorandums outlining recommended approach to redevelopment
- GIS mapping and detailed site plan development for graphic presentations
- Completion of the Overlay Zoning process for each of the six (6) Project Development Areas

TASK FIVE Adherence to Administrative Procurement Requirements

Although we currently have a strong team of professionals necessary to assist in many of the current redevelopment initiatives, we do have areas in which additional team members are needed. As the LW/B redevelopment project moves into project areas requiring more restoration, mixed use projects, multifamily projects, and projects designed to stimulate economic development, new team member skills will be needed. We understand the importance of adherence to the procurement regulations when soliciting the services of third party consultants and contractors. We have been successful in creating a process that has passed the scrutiny of Inspector General Contract file reviews.

Deliverables:

- Prepare a scope of work to be used in the solicitation of additional team members based on our knowledge of the expanded set of skills needed for new projects
- Develop a procurement file checklist for all third party solicitations,
- Design and manage an internal auditing process to make sure that project files are kept current.

TASK SIX Project Facilitation with Developers

In the approach section of our scope of work, we described Phase II as "Deal Making and Ground Breaking". Simply stated, this means that we view negotiating deals that leverage City funding is one of our most important responsibilities. Regardless of who is selected to manage the next phase of the LW/B redevelopment project, they should have the skills to negotiate deals with developers that lead to the start up of new projects. It is an often used term that says "it's not bragging if you can deliver". We know how to bring key players to the table. Our contacts with national entities such as NeighborWorks of America, Enterprise Foundation, Purpose Built Communities, and Builders of Hope and their interest in the LW/B project is evidence that we know how to get key players to the table for this project.

Task 6.1 Meet with Potential Laney Walker/Bethlehem Developers

In tandem with ACHDD, APD will meet with potential developers on-site or via conference call, who are interested in developing in LW/B. Generally, these meetings will include:

- Gaining a more detailed understanding of the proposed projects, including the development entity's program or objectives for the site
- Discussing how the proposed project complies with the LW/B Neighborhood Plan recommendations
- Reviewing site plans and building design characteristics to encourage compliance with current local government regulations and modified regulations along with design standards being proposed by AHCDD and the LW/B Neighborhood Plan
- Proposing project development considerations to insure the project meets the spirit and intent of the development framework established in the plan
- Discussing potential partnership opportunities with other private developments working within the same general location
- Discussing potential partnership and support opportunities with the Laney Walker/Bethlehem non-profit organizations
- Discussing the ability of the developer to quickly move to the project quickly to the construction phase

APD is aware that additional developers with stronger capacity will be needed for future development. The APD Team will work with AHCDD to solicit additional developers who might be interested in working in key Laney Walker/Bethlehem catalyst project areas. Ideally, these sites will include areas identified in the neighborhood plan as key development zones. The common characteristic in each of these zones is the need to establish development guidelines

as "model" projects that will serve as a pattern for other development occurring within close proximity.

Deliverables:

- Written documentation of meetings with developers/builders to review plans and construction specifications
- Written documentation on issues impacting construction progress

TASK SEVEN Identification of Funding Sources

The LW/B project is fortunate to have a bond financed funding stream that is supported by a local hotel/motel fee. While this is unique to our experience in managing neighborhood redevelopment projects, we also realize that it is not enough funding to capitalize this project. Unless additional funding sources are identified, the LW/B project will fall short of even its most modest goals of redevelopment. As discussed in Task Six, we have the experience and the contacts to identify national organizations that have the ability to bring money to this award-winning project.

Task 7.1 Identification of Funding Sources

Inner-city redevelopment projects will often require layer-funding sources to help make projects feasible. Over the past three years, we have proven our ability to identify organizations interested in partnering with the City of Augusta on this project. Through this task, we will expand our assistance in identifying and securing funds to leverage funds provided by the AHCDD.

Deliverables:

- Use our experience, credibility, and contacts to bring national funding sources and partnership opportunities to the LW/B project
- Provide technical assistance to the AHCDD to apply for financing through funding sources that include state, federal, and private foundations
- Prepare funding applications
- Negotiate funding
- Review development proformas to aid in application processes for funding alternatives, i.e. LIHTC applications

Task 7.2 Experience with Federal Funding Sources

APD has extensive experience in utilizing federal funds on urban revitalization projects, including HOME, CDBG, and NSP. On all projects in which APD has managed and employ the use of state and federal funds, APD's financial management and recordkeeping policies have resulted in stellar monitoring and audit visits, resulting in no findings. In Phase I of this project, APD has demonstrated the ability to facilitate mixed use development through leveraging public funds with private financing. These examples include the following:

- Four (4) homes on 11th St were developed with HOME funds [Heritage Pine-P1]
- Three (3) duplexes on Florence St were developed with a combination of NSP funds and private financing [Heritage Pine-P1]
- Two (2) homes on Pine St, and one (1) on Laney Walker were developed with a combination of HOME funds and private financing (HOME funds were repaid on this project) [Heritage Pine-P1]
- One (1) home on Holly St has income eligible homebuyer, as the infrastructure was completed using HOME funds [Heritage Pine-P1]
- Cul-de-sac to be developed with HOME funds [Holley Street Commons-H1]

Deliverable:

- Maintain internal file system for property acquisition and construction management that will comply to HUD and local government audits

TASK EIGHT Coordination of Design Services

Task 8.1 Coordination of Architectural and Design Services

Our firm is fortunate to have building and landscape architects, urban planners, and construction managers working full-time in our Augusta, GA. office. These professionals all have graduate degrees and experience in working on the Laney Walker/Bethlehem project.

Because of the historic and cultural significance of the Laney Walker/Bethlehem neighborhoods, this project will require our knowledge of the skills of design professionals with experience working in older established neighborhoods. While the current selection of design firms are strong in new infill construction and historic preservation, there is a need for increased capacity of selected design firms to work in mixed use projects, multi-family development, and mixed use development. APD will work with ACHDD to establish goals for re-evaluating the current stable of architects and engineers. APD will also work with ACHDD to develop procurement criteria to expand the current list in order to develop a full team that is able to provide the required design and construction documents for these redevelopment projects.

Deliverables:

- Develop design metrics/checklists to establish consensus-based goals for project
- Procure additional design and construction firms as deemed necessary

Task 8.2 Administration of Architectural and Design Services

Once the final slate of design consultants is established, APD will help to manage their workload and provide guidance to the design team. This oversight and focus will insure compliance to the terms of the contract and implementation of each project program within the established budget.

Deliverables:

- Provide written, regular progress reports and updates at the Schematic Design, Design Development, Construction Documents (progress) and Construction Documents (final) phases.
- Monitor schedules and budgets to ensure timely progress and completion

TASK NINE Construction Management

Once design work is completed, the APD Team will continue to facilitate the process of initiating construction activity. The current builders and developers possess both general construction and specialty work (specifically, flat work), however stronger construction oversight and management is needed for a revitalization project of this type and scale, especially when construction activity increases. APD has supplemented its skills and knowledge of this project, bringing back to its team, the construction advisory services of IntergralGude Program Management, a construction services and management company with national experience and familiarity with the Laney Walker and Bethlehem neighborhoods, to assist with this task.

During construction, the APD Team will monitor the construction schedule and cost, and inspect the quality of the construction on scheduled site visits. The Team will facilitate the resolution of all construction-related issues, and keep the development team informed of the construction progress throughout the process.

Task 9.1 Coordination of Construction Team

The APD Team will facilitate any construction team meetings to coordinate project issues. Typical agenda items will include a review of the construction progress, schedule, and outstanding action items from the Action Item Agenda (AIA), budget, pending Requests for Information (RFIs), and changes. APD will document the meetings and decisions, and distribute the record to all Team members.

Deliverables: Written documentation of meeting minutes, construction progress reports for all projects

Task 9.2 Monitoring of Construction Process

As construction policies were previously developed during Phase I of this project, the APD Team will continue to manage, monitor, and ensure continued compliance with ACHDD housing standards as well as monitor adherence to architectural and design guidelines. This includes but may not be limited to the following:

- Provide construction oversight and coordination;
- Coordinate all proposed change orders and Requests for Information;
- Maintain flow of information between ACHDD and developers;
- Review and approve as appropriate, regular applications for payment;
- Provide site inspections and oversee contractor/developer performance;

- Maintain set of as-built drawings to reflect changes/revisions/modifications;
- Monitor all project schedules; and
- Provide pipeline reporting of aggregate status

Deliverables:

- Regular site visit reports to include photo documentation of construction progress and project recommendations
- Individual Project Site Visit Status Reports on current projects under construction or in pre-development stages

Task 9.3 Procurement of Additional Construction Services

Although builders/developers have been procured, APD is aware that stronger capacity will be needed to fully and successfully prepared to move forward with the current crop of builders, or assist AHCCDD in identifying additional companies that would be able to execute the work. If it is determined that more are needed, APD will coordinate with Augusta's Procurement Department on the selection, vetting, and procurement of these companies.

Deliverables:

- Development of construction solicitation package
- Facilitation of bidding process
- Recommendations based on analysis of bids received

TASK TEN COMMUNITY ENGAGEMENT AND OUTREACH

The APD team's approach to community engagement will build on the previous outreach conducted in the Laney Walker and Bethlehem redevelopment areas. We have conducted and participated in over twenty (20) neighborhood meetings during the past three (3) years. Community stakeholders know who we are, and know of our excellent track record in working in an open and transparent environment. Working with AHCCDD and the current Branding and Marketing team, APD will continue its concerted efforts to implement a community engagement strategy that is inclusive of all segments of the population including local residents, businesses, schools, churches, property owners, neighborhood associations, and elected officials.

Task 10.1 Public Involvement Plan

In the elaboration of the Neighborhood Plan, APD, along with the AHCCDD, has held numerous community meetings in order to document the needs of Laney Walker and Bethlehem communities. APD acknowledges that the AHCCDD has made a concerted effort to continue to communicate with the neighborhoods through quarterly update meetings. We envision continuing this effort through:

- Presentations and boards for future quarterly meetings
- Meetings and correspondence with community leaders and neighborhood associations

- Outreach to neighboring organizations and existing community development corporations and churches

APD will also work with the Branding and Marketing Consultant and local realtors to develop structured outreach to schools, universities, and hospitals to increase awareness of the LW/B redevelopment project.

Deliverables:

- Quarterly meeting summaries and outline of public and stakeholder input process; written project materials.

Task 10.2 Public and Private Partnerships

One of the ways to encourage redevelopment is through encouraging public and private partnerships with experienced lenders, builders, developers, community stakeholders, and entities responsible for acquisition and development. APD strongly believes this effort is a crucial step towards stimulating construction starts in more impactful numbers. APD will continue to foster these critical partnerships.

Deliverables:

- Broker and prepare Memorandums of Understanding and Partnership Agreements with clearly defined goals, objectives, roles, responsibilities and evaluation benchmarks
- Conduct and document meetings with proposed partnerships
- Review development proformas
- Assist in application processes for funding alternatives including LIHTC applications

Task 10.3 Preservation of Cultural Heritage

The APD team understands that the bond funding for the Laney Walker/Bethlehem project is tied to the development of a tourism component. AHCDD has already begun efforts in the creation of an African American Heritage Trail within the community. This includes meetings with a committee of community stakeholders and community leaders and the development of a draft of a scope of work to be followed. APD will continue this effort by continuing to obtain feedback from community members and leaders on how the Trail should be shaped.

Deliverables:

- Refinement of scope of work that will serve as a framework for a procured or solicited company to develop a plan and implementation steps
- Coordination of a group of professionals to develop the content portion of the Trail
- Assistance in selection of a design team to provide a schematic layout and proposed budget
- Oversight of an NEH Planning Grant, should that be awarded (August 2012)
- Written documentation of coordination and management of solicited design team

TASK ELEVEN COORDINATION OF MARKETING TEAM

In conjunction with Melaver/McIntosh and ACHDD, we have already started developing the branding and marketing of the Laney Walker and Bethlehem redevelopment efforts. During Phase I, ACHDD procured a realtor (Meybohm) and branding and marketing team (Melaver-McIntosh) to work on the Laney Walker/Bethlehem project. As a result of these efforts, the Laney Walker/Bethlehem revitalization projects have received the following awards and recognitions:

Awards:

- Georgia Planning Association 2011 Outstanding Plan Implementation Award
- Finalist for Southern Living's Heroes of the New South Award
- Georgia County Excellence Award (2012)

Conferences:

- 2011 Georgia Planning Association Spring Conference
- Georgia Initiative for Community Housing, Americus, Georgia, June 2011
- New Partners for Smart Growth Conference, San Diego, February 2012
- American Planning Association National Planning Conference, Los Angeles, April 2012

Press/Articles:

- Harvard University Student Journal of Real Estate, "Municipal Government: The Next Master Developer?," Vol I
- Georgia Planning Association Newsletter, June, July and August 2011
- Verge Magazine, "Vision: The Quiet Brilliance Behind the Rebirth of a Neighborhood," July 2011
- Augusta Chronicle, "Laney Walker-Bethlehem Revitalization Won't Displace Residents," June 30, 2011
- Augusta Chronicle, "New homes rejuvenate older areas," Feb. 12, 2011
- Augusta Chronicle, "First home sold in Laney-Walker revitalization project," March 2, 2011

APD envisions the continuation of this vitally important working relationship with both Meybohm and Melaver-McIntosh to successfully move the project forward.

Deliverables:

- Conduct coordination meetings to ensure that there is a consistent level of outreach to the community pertaining to the project
- Review marketing materials, including videos, flyers, and website information
- Actively participate in any branding and marketing efforts to provide continuity between realtor, marketing, ACHDD and developers

TASK TWELVE EVALUATION

For any plan to be successful, a clear guideline or roadmap must be established to determine if in fact, the plan has succeeded. Logic models help stakeholders clearly and visually identify inputs, activities, outputs, and the resulting outcomes.

Task 12.1 Monitoring, Tracking and Reporting Tools

The APD Team will provide technical assistance or application development/reviews for adherence to program criteria for a discrete number of items. A monitoring tool will be developed that would address all areas of compliance, including a pre-monitoring plan at the project start-up. The monitoring tool will establish the maximum process for accountability, responsibility and authority of ACHDD to carry out local, Federal and State statutory and regulatory requirements. APD, along with Melaver-McIntosh and ACHDD, have identified the following evaluation metrics for the Laney Walker/Bethlehem project:

Deliverables:

- Logic model demonstrating the evaluation plan to be used to document the outcomes resulting from specific strategies and actions utilized in the redevelopment of Laney Walker/Bethlehem
- Monitoring, tracking and reporting tool and training for various redevelopment activities.

APPENDIX B COMPENSATION/BUDGET

Consultant requests for payment may be submitted monthly. Weekly reports will be provided through a written narrative and photos which will adequately describe and document the work performed. Total payments for the services rendered under this Contract will not exceed \$570,270. The monthly billing will be in the amount of \$45,022.50 (\$540,270 annual amount). The Special Commercial Construction Management Advisory Services will be billed on an as needed basis (at an hourly rate), not to exceed the agreed upon amount of \$30,000 dollars.

Compensation for services will be provided in installments, based on actual work performed along with other reimbursable costs. Payment will be based upon completion of key components of the project work plan.

Tasks #1 thru #12	\$540,270
Special Commercial Construction Management Advisory Services	\$ 30,000
Travel/Printing/Reproduction	\$ N/C
TOTAL BUDGET	\$570,270

Project Staffing

<u>Position</u>	<u>Percent of Time</u>
Principal	70%
Senior Project Manager	100%
Senior Construction Manager	100%
Urban Design Manager	100%
Urban Planner/Landscape Architect	100%
Auto CAD Assistant	100%
Property Acquisition Manager	100%
GIS Manager	20%
Project Administrator	10%

WEEKLY PROGRESS REPORT
(Due on Monday for Prior Week Activities)

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slightly textured appearance and some minor dark spots or smudges near the top edge. The edges of the paper are slightly irregular, suggesting it might be a scan of a physical document.

APD Urban Planning & Management , LLC.

erty Management and Property Acquisition Agreement



**Administrative Services Committee Meeting
9/23/2013 1:05 PM
Minutes**

Department: Clerk of Commission

Caption: Motion to approve the minutes of the Administrative Services Committee held on August 26, 2013.

Background:

Analysis:

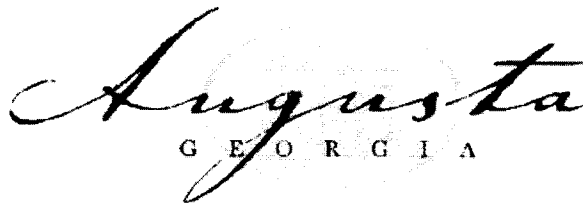
Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting Commission Chamber - 8/26/2013

ATTENDANCE:

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

ADMINISTRATIVE SERVICES

1. Discuss request for leave for the Administrator. (Requested by Commissioner Williams) **Item Action:**
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	It was the consensus of the committee that this item be referred to the next committee meeting.			

2. Discuss how people are appointed to the appropriations committee on the Arts Council, their term on the committee and their residence. (Requested by Commissioner Johnson) **Item Action:**
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to the next committee meeting and to direct the Clerk to provide any pertinent information regarding names and addresses of the members on the appropriations committee of the Arts	Commissioner William Fennoy	Commissioner Mary Davis	Passes

Council.

Motion Passes 4-0.

3. Presentation by the Augusta Interfaith Coalition to speak on behalf of transportation. **Item Action:**
Approved

Motions

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

4. Discuss a path forward to hire a contract compliance officer immediately. **Item Action:**
(Requested by Commissioner Johnson) Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to the next committee meeting and to provide a job description and information as to which department the position would report to. Motion Passes 4-0.	Commissioner William Fennoy	Commissioner Mary Davis	Passes

5. Discuss the businesses who are not participating in providing data for the Disparity Study. (Requested by Commissioner Williams) **Item Action:**
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	It was the consensus of the committee that this item be referred to the next committee meeting.			

6. Approve an update of Augusta, Georgia's DBE Program for federally assisted contracts in order to comply with the Department of Transportation's program and update of the DBE rules 49 CFR Part 23. **Item Action:**
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to a workshop for further discussion.	Commissioner Mary Davis	Commissioner Joe Jackson	Other

No action is taken on this motion due to the passage of the substitute motion.

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Substitute motion to approve forming a committee to resolve this issue and bring back a recommendation to the committee. Motion is amended by Mr. Fennoy to direct the Law Department and the DBE Director to meet and come back with a finished product at the next special Called Commission meeting. Motion Passes 4-0.	Commissioner William Fennoy	Commissioner Mary Davis	Passes

7. Request the General Counsel to prepare and return to court to ask for the injunction to be lifted. (Requested by Commissioner Johnson)

Item Action:
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to the next legal meeting. Ms. Davis out. Motion Passes 3-0.	Commissioner William Fennoy	Commissioner Joe Jackson	Passes

8. Motion to approve Laney Walker/Bethlehem Revitalization Project – Bridge Loan request of \$2,500,000.00 to continue existing/future development projects

Item Action:
Item # 8

until the next bond issuance in middle to late 2015. (Referred from August 20 Approved Commission meeting)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve the request for \$2,500,000.00 for the bridge loan and return whatever amount is not used, to task the Administrator, the Finance Department and Mr. Wheeler to identify an additional funding stream to continue the Laney Walker/Bethlehem project and bring back a recommendation in six months, and to determine whether it is more economical to bring the consulting work in house rather than outsourcing it.	Commissioner Joe Jackson	Commissioner Mary Davis	Passes

9. Motion to discuss methods of improving public perception of the Augusta-Richmond County Commission and how the Commission, through its actions and decorum, can inspire further residential, commercial and industrial development in Augusta. (Requested by Commissioner Lockett) **Item Action:** None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	The item is discussed; no formal action is taken.			

10. Motion to approve the minutes of the Administrative Services Committee held on August 12, 2013. **Item Action:** Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
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Approve	Motion to approve. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Joe Jackson	Passes
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11. Discuss process to be utilized in order to place an item on the agenda.
(Requested by Commissioner Lockett)

Item Action:
Approved

Motions

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

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