



Engineering Services Committee
Meeting

Commission Chamber- 5/31/2011- 1:15 PM

ENGINEERING SERVICES

1. Approve the contract with CWC, LLC in the amount of \$133,995.21 for the purchase and installation of the Furniture, Fixtures and Equipment for the Webster Detention Center expansion. ☐ [Attachments](#)
2. Approve the Capital Project Budget number 323-041110-208823601 and award the Design Consultant Services Agreement to ZEL Engineers in the amount of \$234,750.00 for the Dover-Lyman Street project. Funding is available in the project account for the Engineering Department. ☐ [Attachments](#)
3. Approve Capital Project Budget Change Number Five (324-041110-201824110) and Supplemental Agreement Four with URS Corporation in the amount total amount of \$279,233.10 to provide design services for traffic signal and streetlight upgrades in the downtown area. Funds are available in the project contingency account for the Engineering Department. ☐ [Attachments](#)
4. Approve Capital Project Budget Change Number Four 324-041110-201824110 with Temple, Inc in the amount of \$58,582.00 to provide Polara audible pedestrian crossing devices on the Downtown Traffic Signal and Streetlight Upgrade-A project. Funds are available in the project contingency account for the Engineering Department. ☐ [Attachments](#)
5. Authorize the Engineering Department to extend Supplemental Agreement Five with Jordan, Jones and Goulding, Inc. to continue to provide project management support via staff augmentation for an amount not to exceed \$210,400 which will be funded from SPLOST Contingency funds. It is also requested for the novation of the contract to be approved to reflect the name change from Jordan, Jones and Goulding, Inc. to Jacobs Engineering Group in accordance with the merger that occurred on February 12, 2010. ☐ [Attachments](#)

6. Discuss traffic calming for Highland Avenue. (Requested by ☐ [Attachments](#) Commissioner Bowles)
7. Motion to approve an Option for the purposes of acquiring a Right-of-Way between Tyco Healthcare Group, LP, c/o Kendall Company, as owner, and Augusta, Georgia, as optionee, in connection with the Marvin Griffin Road Improvement Project, (13,541 sq. ft.) in fee and (1,541 sq. ft.) of permanent easement, more or less; and (6,710 sq. ft.) of temporary construction easement from property located at 1430 Marvin Griffin Road, private, at the purchase price of \$6,800.00. ☐ [Attachments](#)
8. Approve Capital Project Budget Change Number Two (323-041110-296823220) and Supplemental Agreement Three with Clark Patterson Lee in the amount of \$137,450.00 on the Old Savannah Road/Twiggs Street Improvements Project-Phase II. Funding is available in the project construction account to be transferred to the project engineering account as requested by AED. ☐ [Attachments](#)
9. Motion to approve an Option for temporary construction easement between International Paper Company, as successor in interest to Dillard Paper Company, as owner, and Augusta, Georgia, as optionee, in connection with the Marvin Griffin Road Improvement Project, (5,467 sq. ft.) of temporary construction easement from the property located at 1427 Marvin Griffin Road, private, at the purchase price of \$400.00. ☐ [Attachments](#)
10. Motion to approve the issuance of Quit Claim Deed to the Charlotte F. Evans Revocable Trust for the purpose of changing a previously donated permanent easement between the Charlotte F. Evans Revocable Trust, as owner, and Augusta, Georgia, in connection with the Belair Hills Subdivision Improvement Project from property located at 1585 Avalon Ave., private property. ☐ [Attachments](#)
11. Update from the Administrator regarding the status of the conversion of the Regency Mall Retention Pond into a lake utilizing SPLOST funds previously allocated and an anticipated timeline of development. (Requested by Commissioner ☐ [Attachments](#))

Lockett)

12. Authorize the award and execution of a contract with McKim and Creed for the update to AUD's Utility Business Plan (RFQ #11-055) in the amount of \$386,112. ☐ [Attachments](#)

www.augustaga.gov



Engineering Services Committee Meeting

5/31/2011 1:15 PM

CBWDC - FF&E

Department:	Recreation Parks and Facilities - Facilities
Caption:	Approve the contract with CWC, LLC in the amount of \$133,995.21 for the purchase and installation of the Furniture, Fixtures and Equipment for the Webster Detention Center expansion.
Background:	This contract will provide the Furniture, Fixtures and Equipment for the Webster Detention Center Expansion for the Sheriff's Office staff and operation of the facility. The construction of the renovations and additions to the Webster Detention Center was approved by the Commission on November 5, 2008.
Analysis:	This Contract will provide all of the furniture, fixtures and equipment for the offices, waiting areas and control room in the new Video Visitation Building; Staff Dining Room in the renovated area; doctor's offices, conferences rooms, nurses stations, interview rooms and inmate waiting area in the Mental and Medical Health building addition; the Muster Room in the FC Corridor Addition; and the Control Rooms and staff offices in the Male, Female and Medical/Mental Health building additions.
Financial Impact:	This Contract amount of \$133,955.21 will be funded by the project's FF & E budget. The budget is adequate to cover the cost of this contract.
Alternatives:	1. Approve the Contract with CWC, LLC in the amount of \$ 133,995.21 for the purchase and installation of the Furniture, Fixtures and Equipment. 2. Not approve the Contact; however the jail facility operations would be severely compromised.
Recommendation:	1. Approve the Contract with CWC, LLC in the amount of \$ 133,995.21 for the purchase and installation of the Furniture, Fixtures and Equipment.

Funds are Available

Cover Memo

Item # 1

**in the Following
Accounts:**

Jail Expansion: GL – 325-05-1130 / 206351101

REVIEWED AND APPROVED BY:

Finance.

Procurement.

Law.

Administrator.

Clerk of Commission

CORRECTED COPY

Invitation To Bid

Sealed bids will be received at this office until 11:00 a.m. Thursday, April 21, 2011 for furnishing:

**Bid Item #11-113 Furniture, Fixtures & Equipment for the Renovations & Additions to the
Webster Detention Center**

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

Geri 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 Digital Blue Print. The fees for the plans and specifications which are non-refundable is \$50.00.**

Documents may also be examined during regular business hours at the F. W. Dodge Plan Room, 1281 Broad Street, Augusta, GA 30901. 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.digblueprint.com) at no charge through Digital Blue Print (706 821-0405) beginning Thursday, March 17, 2011. 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 sequestration 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. **All questions must be submitted in writing by fax to 706 821-2811 or by email to procbidandcontract@augustaga.gov to the office of the Procurement Department by Monday, April 11, 2011 @ 5:00 P.M. No bid will be accepted by fax, all must be received by mail or hand delivered.**

The local bidder preference program is applicable to this project. To be approved as a local bidder and receive bid preference on an eligible local project, the certification statement as a local bidder and all supporting documents must be submitted to the Procurement Department with your bonafide bid package.

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

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. Please mark BID number on the outside of the envelope.

Funding for this project may include federal funds provided by the U. S. Department of Transportation (DOT) and/or other federal agencies. All DOT funded projects are subject to the requirements of 49 CFR Part 26. These requirements are mandatory and non-negotiable. Augusta enforces Disadvantage Business Enterprise (DBE) requirements and/or DBE goals set by Federal and/or State Agencies in accordance with State and Federal laws. Please be advised that the U. S. District Court for the Southern District of Georgia has entered on Order enjoining the Race-Based portion of Augusta, Georgia's DBE Program. Thus, Augusta, Georgia does not have or operate a DBE, MBE or WBE Program for projects (or portions of projects) having Augusta, Georgia as the source of funding.

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle
Metro Courier

March 17, 24, 31, April 7, 2011
March 23 2011

cc: Tameka Allen
Forrest White
Richard Ingram
Ronnie Strength

Interim Deputy Administrator
Heery International
Heery International
Sheriff's Office

Bid Item #11-113 Furniture, Fixtures & Equipment for the Renovations & Additions to the Webster Detention Center for the City of Augusta - Sheriff's Office Bid Due: Monday, May 9, 2011 @ 11:00 a.m.				
VENDORS	Attachment B	Bidders Form	Addendums 1 & 2	Total Lump Sum
CWC 105-A Gateway Drive Macon GA 31210	YES	YES	YES	\$133,995.21
Modern Business Furniture 1445 Greene Street Augusta GA 30901	NON-COMPLIANT ATTACHMENT B MISSING PAGES 1 & 2			
GA Correctional Industries 2984 Clifton Springs Road Decatur GA 30034	SUBMITTED NO BID RESPONSE			
Weinbergers Business Interiors 3137 Washington Road Augusta GA 30907	SUBMITTED NO BID RESPONSE			
Augusta Business Interiors 3127 Damascus Road Augusta GA 30909				

AUGUSTA GEORGIA CAPITAL IMPROVEMENTS
HEERY INTERNATIONAL, INC., PROGRAM MANAGER

May 10, 2011

Ms. Geri Sams
Director of Procurement
Augusta Georgia
530 Greene Street, Room 605
Augusta, GA 30901

RE: Bid Item 11-113 – FF & E for the Renovations & Additions to the Webster Detention Center

Dear Ms. Sams:

We have concluded our review of the bids submitted for the above subject bid. The lowest base bid is from CWC, LLC. This is true of the Base Bid (\$133,995.21) with no Alternates. The low base bid submitted by CWC, LLC will be accepted.

It is our recommendation that the Contract award be made to CWC, LLC.

If there are any questions, please don't hesitate to contact me.

Cordially,



Richard Ingram
Project Manager

C: Sheila Paulk
Phyllis Mills
file

10 MAY '11 AM 11:35

User: Mills, Phyllis Organization: City of Augusta, GA (Augusta Commission)

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)

Bid Number ITB-11-113-0-2011/PJM

Bid Name Furniture, Fixture & Equipment for the Renovations & Additions to the Webster Detention Center

3 Document(s) found for this bid

16 Planholder(s) found.

[Add Planholder](#)

Supplier Name	Phone	Fax	Doc Count	Attributes	Programs	Actions
Brodart Co.	8002338467	8005781064	3			Documents
Clean Nations Inc	6045512583	0000000000	1	1. Native American Owned 2. Small Business 3. Veteran Owned		Documents
Construction DataFax	8008803282	8008803290	2			Documents
Contemporary Interiors, Inc.	3526208686	3526202138	3			Documents
Direct Advantage	8006697766	8883690788	3			Documents
Engineered Plastics Inc	9163616545	9163616546	1			Documents
ERNIE MORRIS ENTERPRISES INC	3527932745	3527932778	2			Documents
Henry Schein, Inc.	8008510400	6313908173	3			Documents
Interline Brands dba Sexauer	9545584743	9545584743	1			Documents
Krueger International	9204688100	9204063413	2			Documents

Page 1 of 2 [first](#) | [previous](#) | [next](#) | [last](#)

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User: Mills, Phyllis

Organization:

City of Augusta, GA (Augusta Commission)

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)**Bid Number** ITB-11-113-0-2011/PJM**Bid Name** Furniture, Fixture & Equipment for the Renovations & Additions to the Webster Detention Center

3 Document(s) found for this bid

16 Planholder(s) found.

[Add Planholder](#)

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
LAKESHORE LEARNING MATERIALS	8004215354	3106328314	3			Documents
Onvia, Inc. - Content Department	2063739500	8882637801	2			Documents
Pillar Construction Group, LLC	3523941032	3523941794	3			Documents
Reed Construction Data	8009018687	8775633534	3			Documents
Southeastern Surfaces & Equipment, Inc.	3864288875	3864288767	3	1. Woman Owned		Documents
Total Office Solutions, Inc.	9043534020	9043539661	3	1. Small Business		Documents

Page 2 of 2 [first](#) | [previous](#) | [next](#) | [last](#)Format for Printing No ☐DemandStar is a product of [Onvia, Inc.](#) (c) 1997-2011. All rights reserved. | [Terms of Use](#) | [Privacy](#)

WEINBERGERS BUSINESS INTERIORS
ATTN LYNDA BROWN, KATHERINE
DOANE, MICHELLE SCHEYER
3137 WASHINGTON ROAD
AUGUSTA GA 30907

GA CORRECTOINAL INDUSTRIES
ATTN PAM JOHNSON
2984 CLIFTON SPRINGS ROAD
DECATUR GA 30034

AIS
ATTN DAVID MOORAD
4 BONAZZOLL AVENUE
HUDSON MA 01749

MODERN BUSINESS FURNITURE
ATTN DIANNE TANT, JESSICA POE
BETH HAMILTON, BILL PITTS
1445 GREENE STREET
AUGUSTA GA 30901

STAR ONE SUPPLIES
ATTN GLENN WIGGINS
1068-B FRANKE INDUSTRIAL BLVD
AUGUSTA GA 30909

ANDREWS GALLERY
ATTN HOPE BATES
2831 WASHINGTON ROAD
AUGUSTA GA 30909

WALTER HOPKINS
ATTN JOE WISE
2125 CORPORATE DRIVE
MARIETTA GA 30667

AUGUSTA BUSINESS INTERIORS
ATTN: JOHN MAYO
3127 DAMASCUS ROAD
AUGUSTA, GA 30909

ENGINEERED PLASTIC INC
ATTN REBECCA WOLFE
1104 CORPORATE WAY
SACRAMENTO CA 95831

CORPORATE STUDIO
ATTN: LISA BURGESS
2631 WALTON WAY
AUGUSTA, GA 30904

CONTEMPORARY INTERIORS
ATTN BETH BAREFOOD
2626 NW 36TH STREET
OCALA FL 34475

OFFICE CREATIONS
ATTN KELLY GRUNDERMAN
305 SHAWNEE N DR STE 700
SUWANEE GA 30024

MCWATERS - AUGUSTA
ATTN WESLEY HARPER, MANDY
DAVENPORT
3708 BENCHMARK DRIVE
AUGUSTA GA 30909

THE BUCKSTAFF COMPANY
ATTN KIRA KORSCH
1127 S MAIN STREET
OSHKOSH WI 54902

GREGORY WASHINGTON
KSGW ARCHITECTS
2500 NORTHWINDS PKWY STE 250
ALPHARETTA GA 30004

VIRCO INC
ATTN: BRIAN OLIVER
HIGHWAY 65, SOUTH
CONWAY, AR 72032

MILLER'S INC
ATTN: ERICA J. MARETT
138 COMMERCE CENTER
GREENVILLE, SC 29615

ALFRED WILLIAMS & COMPANY
ATTN: LEIGH PADGETT
441 CONGAREE ROAD
GREENVILLE, SC 29607

AUGUSTA OFFICE INSTALLATION
4070 WASHINGTON ROAD
MARTINEZ, GA 30907

BEST OFFICE SOLUTIONS
142 S LIBERTY STREET
WAYNESBORO, GA 30830

COF INC
3715 BENCHMARK DRIVE
AUGUSTA, GA 30909

RICHARD INGRAM
HEERY INT'L
500/HATCHER BUILDING

RONNIE STRENGTH
SHERIFF'S OFFICE

FORREST WHITE
HEERY INT'L
500/HATCHER BUILDING

YVONNE GENTRY
500/HATCHER BUILDING

MAILED 3/17/2011
PAGE 1 OF 1

BID ITEM #11-113
FF&E FOR THE RENOVATIONS &
ADDITIONS TO THE WEBSTER
DETENTION CENTER
FOR SHERIFF'S OFFICE
BID DUE: THU 4/21/2011 @ 11:00 A.M.



**Engineering Services Committee Meeting
5/31/2011 1:15 PM
Dover-Lyman Design Services -Contract Award**

Department: Abie L. Ladson, PE, CPESC, Director

Caption: Approve the Capital Project Budget number 323-041110-208823601 and award the Design Consultant Services Agreement to ZEL Engineers in the amount of \$234,750.00 for the Dover-Lyman Street project. Funding is available in the project account for the Engineering Department.

Background: The Engineering Department has solicited a Request for Proposal (RFP) for design services for the Lyman-Dover Streets and Drainage Project. The infrastructure in the area is currently in poor condition. The work will consist of designing and preparing preliminary and final construction plans in accordance with Augusta-Richmond County standards and specifications. The proposed project addressing drainage roadway issues, sidewalks, curb and gutter, street resurfacing, and street lighting along Dover Street, Lyman Street, Miles Street, Frohman Street, Shearton Drive, and Quist Drive.

Analysis: The following firms were evaluated based on qualifications, project approach, experience, and schedule on August 25, 2010. The following firms submitted RFPs and were evaluated: 1. Clark Patterson Lee 7. Stevenson & Palmer 2. Cranston Engineering 8. Street Smart 3. Godefroy & Associates 9. Thomas & Huston 4. JLA 10. W.K. Dickson 5. Khafra Engineering 11. W.R. Toole 6. LAI Engineering 12. ZEL Engineers ZEL Engineers was selected based on the evaluation criteria for this project.

Financial Impact: Funds are available in the project construction account to be transferred to the project engineering account 323-041110-5212115/208823601 upon Commission's approval.

Alternatives: 1) Approve the Capital Project Budget number 323-041110-208823601 and Award the Design Consultant Services Agreement to ZEL Engineers in the amount of \$234,750.00 for the Dover-Lyman Street project. Funding is available in the project account for the Engineering Department. 2) Do not approve and cancel project.

Cover Memo

Recommendation: Approve Alternative Number One.

**Funds are Available
in the Following
Accounts:** 323-041110-5212115/208823601

REVIEWED AND APPROVED BY:

Finance.

Procurement.

Law.

Administrator.

Clerk of Commission

Please do not process this document. Once approved by the Commission the original will be sent to the Clerk of Commission for execution. For information reference this request, contact Engineering at ext 5070. Thanks

Augusta-Richmond County, Georgia

CPB#323-041110-208823601

**CAPITAL PROJECT BUDGET
DOVER-LYMAN CONSTRUCTION INFRASTRUCTURE**

BE IT ORDAINED by the Commission-Council of Augusta-Richmond County, Georgia that the following Capital Project Budget is hereby amended:

Section 1: This project is authorized for design services for the Lyman-Dover Streets and Drainage project and to award the Consultant Services to ZEL Engineers in the amount of \$234,750.00 for the Dover-Lyman Street project. Funding is available in the project account for the Engineering Department to be transferred to the project engineering account from the Special One Percent Sales Tax.

Section 2: The following revenues are anticipated to be available to the Consolidated Government to complete the project.

Special 1% Sales Tax, Phase III	\$	2,000,000
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Section 3: The following amounts are appropriated for the project:

	By Basin		By District	
Spirit Creek	\$2,000,000		6th	\$ 2,000,000

Section 4: Copies of this Capital Project Budget shall be made available to the Comptroller for direction in carrying out this project.

Adopted this _____ day of _____.

Approved

Honorable Deke Copenhaver, Mayor

Original-Commission Council Office
Copy-Engineering Department
Copy-Finance Department
Copy-Procurement Department

Augusta-Richmond County, Georgia

CPB#323-041110-208823601

**CAPITAL PROJECT BUDGET
DOVER-LYMAN CONSTRUCTION INFRASTRUCTURE**

<u>SOURCE OF FUNDS</u>	<u>CPB AMOUNT CPB</u>	<u>CPB CHANGE</u>	<u>NEW CPB</u>
SPECIAL 1% SALES TAX, PHASE III 323-04-1110-5212115-201823762	(\$54,185)	\$0	(\$54,185)
SPECIAL 1% SALES TAX, PHASE III 323-04-1110-5411120-201823762	(\$160,000)	\$0	(\$160,000)
SPECIAL 1% SALES TAX, PHASE III 323-04-1110-5414110-201823762	(\$1,785,815)		(\$1,785,815)
TOTAL SOURCES:	(\$2,000,000)	\$0	(\$2,000,000)
<u>USE OF FUNDS</u>			
ENGINEERING 323-041110-5212115-208823601		\$234,750	\$234,750
CONSTRUCTION 323-04-1110-5414110-208823601	\$2,000,000	(\$234,750)	\$1,765,250
TOTAL USES:	\$2,000,000	\$0	\$2,000,000

REQUEST FOR PROPOSALS

Request for Proposals will be received at this office until Wednesday, August 25, 2010 @ 3:00 P.M. for furnishing:

RFP ITEM #10-156 Design Services for Dover-Lyman for Engineering Department

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

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

RFP documents may be obtained at the office of the Augusta, GA Procurement Department, 530 Greene Street – Room 605, Augusta, GA 30901. **All questions must be submitted in writing to the office of the Procurement Department by Tuesday, August 17, 2010 @ 5:00 P.M. by fax at 706-821-2811 or by mail.** No RFP will be accepted by fax, all must be received by mail or hand delivered.

The local bidder preference program is applicable to this project. To be approved as a local bidder and receive bid preference on an eligible local project, the certification statement as a local bidder and all supporting documents must be submitted to the Procurement Department with your bonafide bid package.

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

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. Please mark RFP number on the outside of the envelope.

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

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.

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle July 22, 29, August 5, 12, 2010
Metro Courier July 28, 2010

cc: Tameka Allen Interim Deputy Administrator
 Abie Ladson Engineering Department
 Hameed Malik Engineering Department

RFP Item #10-156
Design Services for Dover-Lyman
for the City of Augusta - for Engineering Department
RFP Due: Wednesday, August 25, 2010 @ 3:00 p.m.

VENDORS	Attachment B	Bidders Form	Original	6 Copies	Fee Proposal
CLARK PATTERSON LEE 350 TOWN CENTER AVE SUITE 201 SUWANEE GA 30024	YES	YES	YES	YES	YES
CRANSTON ENGINEERING 452 ELLIS STREET AUGUSTA, GA 30901	YES	YES	YES	YES	YES
GODEFROY & ASSOCIATES 701 MONTROSE COURT AUGUSTA, GA 30904	YES	YES	YES	YES	YES
JOHNSON, LASCHOB & ASSOCIATES 1296 BROAD STREET P.O. BOX 2103 AUGUSTA, GA 30903	YES	YES	YES	YES	YES
KHAFRA ENGINEERING CONSULTANTS 418 FOURTH STREET AUGUSTA, GA 30901	YES	YES	YES	YES	YES
LAI ENGINEERING 1800 PARKWAY PLACE SUITE 720 ATLANTA, GA 30067	YES	YES	YES	YES	YES
STEVENSON & PALMER ENGINEERING 360 BAY STREET, SUITE 400 AUGUSTA, GA 30901	YES	YES	YES	YES	YES
STREET SMARTS 3160 MAIN STREET, SUITE 100 DULUTH, GA 30096	YES	YES	YES	YES	YES
THOMAS & HUTTON ENGINEERING CO 50 PARK COMMERCE WAY P. O. BOX 2727 SAVANNAH, GA 31402-2727	YES	YES	YES	YES	YES
W K DICKSON 1450 GREENE STREET, SUITE 225 AUGUSTA, GA 30901	YES	YES	YES	YES	YES
W R TOOLE ENGINEERS 1005 BROAD STREET, SUITE 200 AUGUSTA, GA 30901	YES	YES	YES	YES	YES
ZEL ENGINEERS 435 TELFAIR STREET AUGUSTA, GA 30901	YES	YES	YES	YES	YES
EMC ENGINEERING SERVICES, INC 4106 COLBIN BLVD, SUITE 105 EVANS, GA 30809	NON-COMPLIANT Attachment B - Expired Notary Seal				
MOORE AND ASSOCIATES 1009 EAST AVENUE NORTH AUGUSTA, SC 29841	Submitted No Bid Response Letter				
MCFARLAND-DYER & ASSOCIATES 4174 SILVER PEAK PARKWAY SUWANEE, GA 30024					

Item # 2

Cumulative Evaluation Sheet RFP Item #10-156 Design Services for Dover-Lyman for the City of Augusta - for Engineering Department Tuesday, September 28, 2010 @ 10:00 a.m.													
Evaluation Criteria	PTS	CLARK PATTERSON LEE 350 TOWN CENTER AVE SUITE 201 SUWANEE GA 30024	CRANSTON ENGINEERING 452 ELLIS STREET AUGUSTA, GA 30901	GODEFROY & ASSOCIATES 701 MONTROSE COURT AUGUSTA, GA 30904	JOHNSON, LASCHOVER & ASSOCIATES 1296 BROAD STREET P.O. BOX 2103 AUGUSTA, GA 30903	KHAFRA ENGINEERING CONSULTANTS 418 FOURTH STREET AUGUSTA, GA 30901	LAI ENGINEERING 1800 PARKWAY PLACE SUITE 720 ATLANTA, GA 30067	STEVENSON & PALMER ENGINEERING 723 INDUSTRIAL Park Drive, Suite 2 Evans, GA 30809	STREET SMARTS 3160 MAIN STREET, SUITE 100 DULUTH, GA 30096	THOMAS & HUTTON ENGINEERING CO 50 PARK COMMERCE WAY P. O. BOX 2727 SAVANNAH, GA 31402-2727	W K DICKSON 1450 GREENE STREET, SUITE 225 AUGUSTA, GA 30901	W R TOOLE ENGINEERS 1005 BROAD STREET, SUITE 200 AUGUSTA, GA 30901	ZEL ENGINEERS 435 TELFAIR STREET AUGUSTA, GA 30901
1) Qualifications of Company	25	16.7	18.0	13.7	17.8	17.3	19.8	20.8	17.0	15.5	20.8	19.0	19.2
2) Qualifications of Key Professionals that will actually train and mentor the technical staff of the Engineering Department	30	17.7	18.3	14.5	17.0	18.0	18.0	20.2	19.7	19.1	22.0	19.6	22.0
3) Work Plan and Overall Service Schedule	25	16.7	16.7	14.7	14.7	16.7	19.2	20.2	22.7	15.7	18.0	20.3	19.3
4) References (include specific individuals with addresses and telephone numbers	10	6.0	6.0	4.7	5.0	6.0	6.7	6.7	5.3	6.0	6.0	6.7	6.7
5) Proximity to Augusta (5 points) - Within August-Richmond County - 5 - Within the CSRA - 4 - Within Georgia - 3 - Within SE United States (includes AL, TN, NC, SC, FL) - 2 - All Others - 1	5	3.0	5.0	5.0	5.0	5.0	3.0	4.0	3.0	3.0	5.0	5.0	5.0
6) Proposal Fee (5 points) - Lowest - 5 - Second - 4 - Third - 3 - Fourth - 2 - Highest - 1	5	0.0	5.0	2.7	4.3	0.0	0.0	0.0	0.0	3.0	0.0	1.0	0.0
Total	100	60.0	68.9	55.2	63.8	63.0	66.7	71.8	67.7	62.3	71.8	71.5	72.1
Comments:													



ENGINEERING DEPARTMENT

Abie L. Ladson, P.E., CPESC, Director

MEMORANDUM

TO: Geri Sams, Director Procurement

FROM:  Abie L. Ladson, P.E., CPESC, Director

DATE: Friday, December 17, 2010

SUBJECT: Dover-Lyman Design Services (RFP), 10-156
Project No.: 323-04-208823601
File Reference: 10 - 014(A)

Ms. Sams, it is the recommendation of AED to award the RFP to Zel Engineers, for the subject project.

Please do not hesitate to contact me if you require additional information.

Thank You,

ALL/*scm*

cc: Phyllis Mills, Quality Assurance Analyst
Andrew G. Mackenzie, Interim General Counsel
Hameed Malik, PhD., PE, Assistant Director (AED)
Anthony (Tony) Williams, Construction Manager (AED)
Valerie R. Jenkins, Accountant (AED)
File

FYI: Process Regarding Request for Proposals
and Request for Qualifications

§ 1-10-43

AUGUSTA-RICHMOND COUNTY CODE, READOPTED 7-10-2007

- (3) The character, integrity, reputation, judgment, experience, and efficiency of the bidder,
- (4) The quality of performance on previous contracts,
- (5) The previous and existing compliance by the bidder with laws and ordinances relating to the contract or services,
- (6) The sufficiency of the financial resources of the bidder relating to his ability to perform the contract,
- (7) The quality, availability, and adaptability of the supplies or services to the particular use required, and
- (8) The number and scope of conditions attached to the bid by the bidder.

(j) *Award to other than low bidder.* When the award is not given to the lowest bidder, a full and complete statement of the reasons for placing the purchase order or other contract elsewhere shall be prepared and signed by the Procurement Director and/or Administrator and made part of the record file for audit proposes.

(Ord. No. 6939, § 16, 1-2-07)

Sec. 1-10-44. Request for proposals.

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

- (a) Only the names of the vendors making offers shall be disclosed at the proposal opening.
- (b) Content of the proposals submitted by competing persons shall not be disclosed during the process of the negotiations.
- (c) Proposals shall be open for public inspection after the award is made.
- (d) Proprietary or confidential information, marked as such in each proposal, shall not be disclosed without the written consent of the offeror.
- (e) Discussions may be conducted with responsible persons submitting a proposal

determined to have a reasonable chance of being selected for the award. These discussions will only be for the purpose of clarification to assure a full understanding of the solicitation requirement and responsiveness thereto.

- (f) Nonmonetary revisions may be permitted after submissions and prior to award for the purpose of obtaining the best and final offers.
- (g) In conducting discussions with the persons submitting the proposals, there shall be no disclosure of any information derived from the other persons submitting proposals.

Sec. 1-10-45. Sealed proposals.

(a) *Conditions for use.* The competitive sealed proposals method may be utilized when the Augusta-Richmond County Administrator approves the written justification of the Procurement Director or using agency head that the sealed bid method is not in the best interest of Augusta-Richmond County. Generally, this method may be used when competitive sealed bidding (involving the preparation of detailed and specific specifications) is either not practicable or not advantageous to Augusta-Richmond County. In the case of procurement computer software, for example, it is in the best interest of Augusta-Richmond County to specify functional requirements and outputs, and allow the bidders to propose based on the closest available product(s) and software or software development services meeting our needs.

(b) *Request for proposals.* Competitive sealed proposals shall be solicited through a request for proposals (RFP).

(c) *Public notice.* Adequate public notice of the request for proposals shall be given in the same manner as provided in section 1-10-43(c)(Public Notice and Bidder's List); provided the normal period of time between notice and receipt of proposals minimally shall be fifteen (15) calendar days.

(d) *Pre-proposal conference.* A pre-proposal conference is not required but recommended for purposes of expounding on the requirements and

T1:146

FYI: Process Regarding Request for Proposals
and Request for Qualifications

GENERAL GOVERNMENT

§ 1-10-46

soliciting vendor/contractor input. Such conferences should be scheduled at least five (5) days prior to the date set for receipt of proposals, and notice shall be handled in a manner similar to section 1-10-44(c)-Public Notice and Bidder's List.

(e) *Receipt of proposals.* Proposals will be received at the time and place designated in the request for proposals, complete with bidder qualification and technical information. Price information shall be separated from the proposal in a sealed envelope and opened only after the proposals have been reviewed and ranked.

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

(f) *Public inspection.* The responses will be open for public inspection only after contract award. Proprietary or confidential information marked as such in each proposal will not be disclosed without written consent of the offeror.

(g) *Evaluation and selection.* The request for proposals shall state the relative importance of price and other evaluation factors that will be used in the context of proposal evaluation and contract award. (Pricing proposals will not be opened until the proposals have been reviewed and ranked).

- (1) Selection committee. A selection committee, minimally consisting of representatives of the procurement office, the using agency, and the Administrator's office or their choice shall convene for the purpose of evaluating the proposals.
- (2) Preliminary negotiations. Discussions with the offerors and technical revisions to the proposals may occur. Discussions may be conducted with the responsible offerors who submit proposals for the purpose of clarification and to assure full understanding of, and conformance to, the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussions

and revision of proposals and such revisions may be permitted after submission and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of information derived from proposals submitted by competing offerors.

(h) *Final negotiations and letting the contract.* The Committee shall rank the technical proposals, open and consider the pricing proposals submitted by each offeror, and request final and best offers from the top ranked three firms if available. Award shall be made or recommended for award through the Augusta-Richmond County Administrator, to the responsible offeror whose proposal is determined to be the most advantageous to Augusta-Richmond County, taking into consideration price and the evaluation factors set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain a written report of the basis on which the award is made/recommended. The contract shall be awarded or let in accordance with the procedures set forth in this Section and Article 10, section 1-10-71 of this chapter. (Ord. No. 6939, § 16, 1-2-07)

Sec. 1-10-46. Authority to contract for special services.

As used in this section, special services are those professional services, such as those provided by physicians, architects, ministers, engineers, accountants and attorneys, which are normally obtained on a fee basis. In the procuring of professional services those departments which normally utilize such services may contract on their behalf for such service in accordance with this article provided that the following requirements are met:

- (a) The department must solicit the best possible contract with the person providing the professional service.
- (b) Negotiation with the person providing professional services shall include the department head and the Augusta-Richmond County Administrator.
- (c) The department shall obtain the approval of the Commission.

T1:147

User: Mills, Phyllis Organization: City of Augusta, GA (Augusta Commission)

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)

Bid Number RFP-10-156-0-2010/PJM

Bid Name Design Services for Dover-Lyman

1 Document(s) found for this bid

31 Planholder(s) found.

Add Planholder

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
AECOM Design + Planning	4078436552	4078391789	1			Documents
B&H Photo Video	2122397500	2122397509	1			Documents
Carol R Johnson Associates	8655222752	8655226967	1			Documents
Clemons Rutherford & Assoc Inc	8503856153	8503868420	1			Documents
Construction Journal, Ltd.	8007855165	8005817204	1			Documents
Contemporary Interiors, Inc.	3526208686	3526202138	1			Documents
Convergent Technology Design Group, Inc.	4803459951	1111111111	1			Documents
D.L. Fields Consultants, LLC Architects	4046332280	4044202280	1			Documents
Gartek Engineering, Corp.	3052668997	3052649496	1	1. Hispanic Owned		Documents
Golder Associates	7704923000	1111111111	1			Documents

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)

Bid Number RFP-10-156-0-2010/PJM

Bid Name Design Services for Dover-Lyman

1 Document(s) found for this bid

31 Planholder(s) found.

[Add Planholder](#)

Supplier Name 	Phone	Fax	Doc Count	Attributes	Programs	Actions
Grice & Associates, Inc.	4045776300	4045776310	1			Documents
HDR, Inc.	6787754800	6787754848	1			Documents
KCI Technologies, Inc.	4103167800	4103167817	1			Documents
Kimley-Horn	9196772000	9196772050	1			Documents
Kisinger Campo & Associates Corp.	8138715331	8138715135	1	1. Hispanic Owned		Documents
LAI Engineering	7704230807	7704231262	1			Documents
McFarland-Dyer & Associates, Inc.	7709326550	7709326551	1	1. Small Business		Documents
Mesa Design Group	2148710568	2148711507	1			Documents
Moore and Associates	8032797799	8032793848	1			Documents
Moreland Altobelli Associates, Inc.	7702635945	7702630166	1			Documents

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)

Bid Number RFP-10-156-0-2010/PJM

Bid Name Design Services for Dover-Lyman

1 Document(s) found for this bid

31 Planholder(s) found.

Add Planholder

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
Multicom Inc	4073317779	4073390204	1	1. Small Business 2. Veteran Owned		Documents
Onvia, Inc. - Content Department	2063739500	8882637301	1			Documents
Pond & Company	6783367740	6783367744	1			Documents
Reed Construction Data	8009018687	8775633534	1			Documents
Robert M Stafford Inc	7045979000	7045975262	1	1. Small Business		Documents
Shaw Environmental & Infrastructure, Inc.	7706631414	7707779545	1			Documents
Smith Dalia Architects	4048922443	4048922470	1			Documents
The Collage Companies Construction	4078292257	4078292258	1			Documents
Timmons Group	8042006354	8045601016	1			Documents
White Consulting	8432258608	8432251111	1			Documents

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)

Bid Number RFP-10-156-0-2010/PJM

Bid Name Design Services for Dover-I yman

1 Document(s) found for this bid

31 Planholder(s) found.

[Add Planholder](#)

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
Wood+Partners Inc.	8436816618	8436817087	1			Documents

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Bidders List

Bid Item # 10-156 Cost \$ 0

#	Company Name	Complete Mailing Address	Date	Spec #	Initials	Mailed by
1	STEVENSON & PALMER ENGINEERING		7/29/10		SP	Pick up
2	ATTN JAMES WILLSON 723 INDUSTRIAL PARK DRIVE STE 2 EVANS GA 30809	706-261-4040 706-261-4042 FAX				
3	ORNELAS ASSOCIATES INC ATTN RAZUEL	770-939-1900	8/2/10		SP	U.S. Mail
4	2015 MONTREAL RD STE 101, TUCKER, GA, 30084-5213	770-939-1993 Fax				
5	PRIME VENDOR INC <u>10-156</u> ATTN SARA BLAKE	<u>1-800-746-9554</u> <u>1-800-746-8307 Fax</u>	8/4/10		SP	U.S. Mail
6	4622 CEDAR AVE BLDG 5 STE 124 WILMINTON NC 28403-6916					
7						
8						
9						
10						
11						
12						
13						
14						
15						

Bidders List

Attachment number 7
Page 6 of 7

Bid Item # 10-156 Cost \$ 0

#	Company Name	Complete Mailing Adresse	Date	Spec #	Initials	Mailed by
1	WOLVERTON & ASSOCIATES INC ATTN LESLIE BAXTER 6745 SUGARLOAF PARKWAY STE 100 DULUTH GA 30097	678-775-5808	7/23/10		SP	U.S. Mail
2		770-447-8999				
3	DP3 ARCHITECTS ATTN T NEAL KANIPE 211 EAST BROAD STREET GREENVILLE SC 29601	864-232-8200	7/23/10		SP	U.S. Mail
4		x1005				
5	A&S ENGINEERING LLC ATTN TERESA C SMITH PO BOX 2413 EVANS GA 30809	706 832 4522	7/23/10		SP	U.S. Mail
6						
7	GEORGIA CIVIL INC ATTN TODD PEASTER 216 N MAIN STREET MADISON GA 30650	706-342-1104	7/26/10		SP	U.S. Mail
8		706-342-1105 Fax				
9	CLARK PATTERSON LEE ATTN NANCE GRIFFIN 350 TOWN CENTER AVE., SUITE 201 SUWANEE, GA 30024 #10-156	1-800-274-9000	7/28/10		SP	U.S. Mail
10		ext. 3025				
11	AECOM ATTN TONY JOHNSON ONE MIDTOWN PLACE 1360 PEACHTREE STREET STE 500 ATLANTA GA 30309		7/29/10		SP	U.S. Mail
12						
13	 ALAN VENABLE ARCHITECT LLC 309 11TH STREET AUGUSTA GEORGIA 30901 PH: 706-722-7414 Email: alanarch@comcast.net		7/29/10		SP	Pick up
14						
15						

W R TOOLE ENGINEERS
ATTN: RICK TOOLE
1005 BROAD STREET, SUITE 200
AUGUSTA, GA 30901

ZEL ENGINEERS
ATTN: JORGE JIMENEZ
435 TELFAIR STREET
AUGUSTA, GA 30901

W K DICKSON
ATTN: TREY WINGATE
1450 GREENE STREET, SUITE 225
AUGUSTA, GA 30901

GODEFROY & ASSOCIATES
ATTN: S GODEFROY
701 MONTROSE COURT
AUGUSTA, GA 30904

ABIE LADSON
ENGINEERING ADMIN

CRANSTON ENGINEERING
ATTN: RYAN PAGE
452 ELLIS STREET
AUGUSTA, GA 30901

JOHNSON, LASCHOB & ASSOCIATES
ATTN: RICHARD LASCHOB
1296 BROAD STREET
P.O. BOX 2103
AUGUSTA, GA 30903

EMC ENGINEERING SERVICES, INC
ATTN: ROBERT TITUS
4106 COLBIN BLVD, SUITE 105
EVANS, GA 30809

KHAFRA ENGINEERING CONSULTANTS
ATTN: WAYMON JONES
418 FOURTH STREET
AUGUSTA, GA 30901

HAMEED MALIK
ENGINEERING ADMIN

RFP 10-156
MAILED 7/22/10
PAGE 2 OF 2

MCFARLAND-DYER & ASSOCIATES
ATTN: JEFF DYER
4174 SILVER PEAK PARKWAY
SUWANEE, GA 30024

THOMAS & HUTTON ENGINEERING CO
ATTN: KEVIN SMITH
50 PARK COMMERCE WAY
P. O. BOX 2727
SAVANNAH, GA 31402-2727

STREET SMARTS
ATTN: CRAIG CLUM
3160 MAIN STREET, SUITE 100
DULUTH, GA 30096

STEVENSON & PALMER ENGINEERING
ATTN: JAMES WILLSON II
360 BAY STREET, SUITE 400
AUGUSTA, GA 30901

YVONNE GENTRY
500/HATCHER BUILDING

RFP ITEM #10-156
DESIGN SERVICES FOR DOVER-LYMAN
FOR ENGINEERING DEPARTMENT
RFP DUE: TUES, 8/25/10 @ 3:00 P. M.



**Engineering Services Committee Meeting
5/31/2011 1:15 PM**

Downtown Traffic Signal and Streetlight Upgrade-A and B-CPB5/SA4

Department: Abie L. Ladson, PE, CPESC, Director

Caption: Approve Capital Project Budget Change Number Five (324-041110-201824110) and Supplemental Agreement Four with URS Corporation in the amount total amount of \$279,233.10 to provide design services for traffic signal and streetlight upgrades in the downtown area. Funds are available in the project contingency account for the Engineering Department.

Background: This was originally a SPLOST IV project to upgrade the traffic signals and streetlights in the downtown area. Due to funding constraints, the original focus was for upgrades along Broad Street. However, in 2010, the Broad Street portion of the project was approved to receive \$2.9 million in funds from the American Recovery and Reinvestment Act (ARRA; aka "Stimulus"), thereby freeing up funds to expand the upgrade program. The scope of this project will be design services for signals and streetlights along Telfair Street and Walton Way between 5th Street and 13th Street (Subgroups 1 and 2); Reynolds Street at 15th Street, Reynolds Street at 5th Street, and streetlight along Broad Street between 5th Street and Gordon Highway (Subgroup 3), and an evaluation of needs along SR 28/Greene Street (Subgroup 4).

Analysis: These funds are being requested to supplement the URS contract to cover design services for each subgroup.

Financial Impact: URS has proposed a total cost of \$279,233.10 broken down as follows: \$103,326.06 for Subgroup 1; \$107,279.49 for Subgroup 2; \$55,359.25 for Subgroup 3; and \$13,268.30 for Subgroup 4. Funds are available in the project contingency account to be transferred to the project engineering account.

Alternatives: 1. Approve Capital Project Budget Change Number Five (324-041110-201824110) and Supplemental Agreement Four with URS Corporation in the amount total amount of \$279,233.10 to provide design services for traffic signal and streetlight upgrades in the downtown area. Funds are available in the project contingency

Cover Memo

account for the Engineering Department. 2. Do not approve the request.

Recommendation: Approve Alternative Number One.

**Funds are Available
in the Following
Accounts:** 324-041110-6011110/201824110-6011110

REVIEWED AND APPROVED BY:

Finance.

Law.

Administrator.

Clerk of Commission

Please do not process this document. Once approved by the Commission the original will be sent to the Clerk of Commission for execution. For information reference this request, contact Engineering at ext 5070. Thanks

ENGINEERING DEPARTMENT SUPPLEMENTAL AGREEMENT

WHEREAS, We, **URS Corporation**, entered into a contract with Augusta-Richmond County on "March 18,

Augusta Richmond County Project Number(s):	324-041110-201824110
Supplemental Agreement Number:	4
Purchase Order Number:	85641

2003", for engineering design services associated with the "**Downtown Traffic Signal & Street Light Upgrade A Project**", Project No. 324-041110-201824110, File Reference No. 11-014 (A), and

WHEREAS, certain revisions to the design requested by Augusta-Richmond County are not covered by the scope of the original contract, we desire to submit the following Supplemental Agreement to-wit:

Additional Engineering services are needed to supplement the URS contract to cover utility coordination, design revisions, as well as to provide coordination with GDOT and the contractor during said construction.

It is agreed that as a result of the above described modification the contract amount is increased by **\$279,233.10** from **\$782,402.58** to a new total of **\$1,061,635.68.**

Any modifications to submittal dates shall be as identified in the attached proposal.

This agreement in no way modifies or changes the original contract of which it becomes a part, except as specifically stated herein.

NOW, THEREFORE, We, **URS Corporation**, hereby agree to said Supplemental Agreement consisting of the above mentioned items and prices, and agree that this Supplemental Agreement is hereby made a part of the original contract to be performed under the specifications thereof, and that the original contract is in full force and effect, except insofar as it might be modified by this Supplemental Agreement.

This _____ day of _____, 2011.

RECOMMEND FOR APPROVAL:

CITY OF AUGUSTA-RICHMOND COUNTY
AUGUSTA, GEORGIA

Honorable Deke Copenhaver, Mayor

Approved Date: _____

URS Corporation

Approved Date: _____
[ATTACHED CORPORATE SEAL]

ATTEST:

Title: _____ Item # 3

Please do not process this document. Once approved by the Commission the original will be sent to the Clerk of Commission for execution. For information reference this request, contact Engineering at ext 5070. Thanks

Augusta-Richmond County, Georgia

CPB# 324-041110-201824110

**CAPITAL PROJECT BUDGET
DOWNTOWN TRAFFIC SIGNAL & STREET LIGHT UPGRADE (A)
CHANGE NUMBER FIVE**

BE IT ORDAINED by the Commission-Council of Augusta-Richmond County, Georgia that the following Capital Project Budget is hereby adopted:

Section 1: The project is authorized to CPB# 324-041110-201824110 Change Number Five. This proposal address Supplemental Agreement Number Four with URS Corp in the amount of \$279,233.10 to provide design services for traffic signal and streetlight upgrades in the downtown area. Funding will come from Traffic Signal & Street Light Upgrade (A) Ph. IV Contingency Account Project Funds transferred to the Engineering Account.

Section 2: The following revenues are anticipated to be available to the Consolidated Government to complete the project.

Special 1% Sales Tax, Phase IV	\$ 300,000
Special 1% Sales Tax, Phase IV	<u>\$ 2,023,000</u>
	\$ 2,323,000

Section 3: The following amounts are appropriated for the project:

	By Basin		By District
Varies	\$ 2,323,000	2nd	\$ 2,323,000

Section 4: Copies of this Capital Project Budget shall be made available to the Comptroller for direction in carrying out this project.

Adopted this _____ day of _____.

Approved

Honorable Deke Copenhaver , Mayor

Original-Commission Council Office
Copy-Engineering Department
Copy-Finance Department
Copy-Procurement Department

Augusta-Richmond County, Georgia

CPB# 324-041110-201824110

**CAPITAL PROJECT BUDGET
DOWNTOWN TRAFFIC SIGNAL & STREET LIGHT UPGRADE (A)
CHANGE NUMBER FIVE**

<u>SOURCE OF FUNDS</u>	<u>CPB AMOUNT CPB</u>	<u>CPB CHANGE</u>	<u>NEW CPB</u>
SPECIAL 1% SALES TAX, PHASE IV 324-04-1110-6011110-201824110	\$2,323,000	\$0	\$2,323,000
TOTAL SOURCES:	\$2,323,000	\$0	\$2,323,000
 <u>USE OF FUNDS</u>			
ENGINEERING 324-04-1110-5212115-201824110	\$963,003	\$279,250	\$1,242,253
ADVERTISMENT 324-041110-5233119-201824110	\$2,000		\$2,000
TRAFFIC SIGNALS 324-041110-5414610-201824110	\$58,582		\$58,582
CONTINGENCY 324-041110-6011110-201824110	\$1,299,415	(\$279,250)	\$1,020,165
TOTAL USES:	\$2,323,000	\$0	\$2,323,000



Engineering Services Committee Meeting
5/31/2011 1:15 PM
Downtown Traffic Signal and Streetlight Upgrade-A-CPB 4

Department: Abie L. Ladson, PE, CPESC, Director

Caption: Approve Capital Project Budget Change Number Four 324-041110-201824110 with Temple, Inc in the amount of \$58,582.00 to provide Polara audible pedestrian crossing devices on the Downtown Traffic Signal and Streetlight Upgrade-A project. Funds are available in the project contingency account for the Engineering Department.

Background: Currently, there is a GDOT project along Broad Street to upgrade the traffic signals as well as provide upgraded pedestrian push button systems. However, the approved construction plans did not include audible pedestrian push buttons. To that end, it is desired to purchase the audible pedestrian buttons and switch them out with the non-audible push buttons during construction. The switched-out buttons would then be used as spare systems or new installation at other installations.

Analysis: These funds are being requested to address pedestrian crossing devices along Broad Street as part of the signal upgrades between 12th Street and 5th Street.

Financial Impact: Temple, Inc has proposed a total cost of \$58,582.00 and funds are available in the project contingency account to be transferred to the project traffic signals account.

Alternatives: 1. Approve Capital Project Budget Change Number Four 324-041110-201824110 with Temple, Inc in the amount of \$58,582.00 to provide Polara audible pedestrian crossing devices on the Downtown Traffic Signal and Streetlight Upgrade-A project. Funds are available in the project contingency account for the Engineering Department.

Recommendation: Approve Alternative Number One.

Funds are Available

Cover Memo

Item # 4

**in the Following
Accounts:**

324-0411110-6011110/201824110-6011110

REVIEWED AND APPROVED BY:

Finance.

Law.

Administrator.

Clerk of Commission

Please do not process this document. Once approved by the Commission the original will be sent to the Clerk of Commission for execution. For information reference this request, contact Engineering at ext 5070. Thanks

Augusta-Richmond County, Georgia

CPB# 324-041110-201824110

**CAPITAL PROJECT BUDGET
DOWNTOWN TRAFFIC SIGNAL & STREET LIGHT UPGRADE (A)
CHANGE NUMBER FOUR**

BE IT ORDAINED by the Commission-Council of Augusta-Richmond County, Georgia that the following Capital Project Budget is hereby adopted:

Section 1: The project is authorized to CPB# 324-041110-201824110 Change Number Four. This proposal address the Polara audible pedestrian crossing devices along Broad Street as part of the signal upgrades between 12th Street and 5th Street. Funding will come from Downtown Traffic Signal & Street Light Upgrade (A) SPLOST Ph. IV Contingency Account Project Funds in the amount of \$58,582.00.

Section 2: The following revenues are anticipated to be available to the Consolidated Government to complete the project.

Special 1% Sales Tax, Phase IV	\$ 300,000
Special 1% Sales Tax, Phase IV	<u>\$ 2,023,000</u>
	\$ 2,323,000

Section 3: The following amounts are appropriated for the project:

	By Basin		By District
Varies	\$ 2,323,000	2nd	\$ 2,323,000

Section 4: Copies of this Capital Project Budget shall be made available to the Comptroller for direction in carrying out this project.

Adopted this _____ day of _____.

Approved

Honorable Deke Copenhaver , Mayor

Original-Commission Council Office
Copy-Engineering Department
Copy-Finance Department
Copy-Procurement Department

Augusta-Richmond County, Georgia

CPB# 324-041110-201824110

**CAPITAL PROJECT BUDGET
DOWNTOWN TRAFFIC SIGNAL & STREET LIGHT UPGRADE (A)
CHANGE NUMBER FOUR**

<u>SOURCE OF FUNDS</u>	<u>CPB AMOUNT CPB</u>	<u>CPB CHANGE</u>	<u>NEW CPB</u>
SPECIAL 1% SALES TAX, PHASE IV 324-04-1110-6011110-201824110	\$2,323,000	\$0	\$2,323,000
TOTAL SOURCES:	\$2,323,000	\$0	\$2,323,000
 <u>USE OF FUNDS</u>			
ENGINEERING 324-04-1110-5212115-201824110	\$963,003		\$963,003
ADVERTISMENT 324-041110-5233119-201824110	\$2,000		\$2,000
TRAFFIC SIGNALS 324-041110-5414610-201824110		\$58,582	\$58,582
CONTINGENCY 324-041110-6011110-201824110	\$1,357,997	(\$58,582)	\$1,299,415
TOTAL USES:	\$2,323,000	\$0	\$2,323,000



**Engineering Services Committee Meeting
5/31/2011 1:15 PM
Extension of Staff Augmentation Agreement**

Department: Abie L. Ladson, PE, CPESC, Director

Caption: Authorize the Engineering Department to extend Supplemental Agreement Five with Jordan, Jones and Goulding, Inc. to continue to provide project management support via staff augmentation for an amount not to exceed \$210,400 which will be funded from SPLOST Contingency funds. It is also requested for the novation of the contract to be approved to reflect the name change from Jordan, Jones and Goulding, Inc. to Jacobs Engineering Group in accordance with the merger that occurred on February 12, 2010.

Background: Augusta-Richmond County is responsible for Preliminary Engineering activities on several Georgia Department of Transportation (GDOT) projects including Alexander Drive, St. Sebastian Street Extension, Windsor Spring Road Sections IV & V and Wrightsboro Road. These projects are in various stages of development and require knowledgeable, efficient and effective interaction and coordination with GDOT, the respective Design Consultants and work units within Augusta-Richmond County.

Analysis: Augusta-Richmond County (ARC) is responsible for Preliminary Engineering activities on several Georgia Department of Transportation (GDOT) projects including Alexander Drive, St. Sebastian Street Extension, Windsor Spring Road Sections IV and V and Wrightsboro Road. These projects are in various stages of project development and require knowledgeable, efficient, and effective interaction and coordination with GDOT, the respective Design Consultants and work units within ARC. On February 12, 2010 Jordan, Jones and Goulding, Inc. merged with Jacobs Engineering Group, Inc. The contract that Jordan, Jones and Goulding, Inc., had with the Augusta-Richmond County Engineering Department to provide project management support via staff augmentation was not affected by the merger. The current contract will be expiring soon and it is the desire of the Engineering Department and Jacobs Engineering Group, Inc. to extend the contract.

Financial Impact: Funding for Supplemental Agreement Number Five will be based on 25% allocated to each of the SPLOST project funds in respective to projects St. Sebastian, Windsor Spring Road Section IV, Windsor Spring Road Section V and Wrightsboro Road not to exceed \$210,400 transferred to the current contract with Jacobs Engineering Group.

Alternatives: 1) Authorize the Engineering Department to extend Supplemental Agreement Five with Jordan, Jones and Goulding, Inc. to continue to provide project management support via staff augmentation for an amount not to exceed \$210,400 which will be funded from SPLOST Contingency funds. It is also requested for the novation of the contract to be approved to reflect the name change from Jordan, Jones and Goulding, Inc, to Jacobs Engineering Group in accordance with the merger that occurred on February 12, 2010.
2) Deny and acknowledge that ARC managed GDOT projects may jeopardize funding opportunities and experience delays.

Recommendation: Approve Alternative 1.

Funds are Available in the Following Accounts: 324-041110-5212999 St. Sebastian –202824003 Windsor Spring, IV—299823766 Windsor Spring, V—299823786 Wrightsboro--296823309

REVIEWED AND APPROVED BY:

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



**Engineering Services Committee Meeting
5/31/2011 1:15 PM
Highland Avenue Traffic Calming**

Department: Clerk of Commission

Caption: Discuss traffic calming for Highland Avenue. (Requested by Commissioner Bowles)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



**Engineering Services Committee Meeting
5/31/2011 1:15 PM
Motion for Right of Way**

Department: Law

Caption: Motion to approve an Option for the purposes of acquiring a Right-of-Way between Tyco Healthcare Group, LP, c/o Kendall Company, as owner, and Augusta, Georgia, as optionee, in connection with the Marvin Griffin Road Improvement Project, (13,541 sq. ft.) in fee and (1,541 sq. ft.) of permanent easement, more or less; and (6,710 sq. ft.) of temporary construction easement from property located at 1430 Marvin Griffin Road, private, at the purchase price of \$6,800.00.

Background: The property owner has agreed to convey a certain right-of-way and easement to Augusta, Georgia, for the Marvin Griffin Road Improvement Project.

Analysis: The purchase of the referenced property is necessary for the project.

Financial Impact: The costs necessary for this purchase will be covered under the project budget.

Alternatives: Deny the Motion

Recommendation: Approve the Motion

**Funds are Available
in the Following
Accounts:** 323041110-5411120 296823215-5411120

REVIEWED AND APPROVED BY:

**Finance.
Law.
Administrator.**

Cover Memo

Item # 7

OPTION AGREEMENT

THIS OPTION AGREEMENT (the "**Agreement**") is made and entered into as of _____ 2011 (the "**Effective Date**") between AUGUSTA, GEORGIA, a political subdivision under the laws of Georgia (the "Augusta, Georgia"), and TYCO HEALTHCARE GROUP LP, a Delaware limited partnership ("**Owner**"). Augusta, Georgia and Owner are at times collectively referred to hereinafter as the "parties" or individually as a "party."

WHEREAS, Owner is the owner of that certain real property (the "**Property**") located at 1430 Marvin Griffin Road, Augusta, Georgia, which has a Parcel Identification Number of 135-0-004-02-0.

WHEREAS, Augusta, Georgia is proposing to widen Marvin Griffin Road, which road is adjacent to Owner's Property, and which road project is commonly known as the Marvin Griffin Road Improvement Project (the "**Project**"), being Project Parcel 26 (Tax Map 135, Parcel(s) 004-02).

WHEREAS, in connection with the Project, Augusta, Georgia desires to obtain an option to purchase (the "**Purchase Option**") a portion of the Property (the "**Premises**") for highway purposes, which Premises consists of 13,541 square feet of space and is more specifically shown on Exhibit A, attached hereto and made a part hereof.

WHEREAS, in connection with the Project, Augusta, Georgia desires to obtain an option for a permanent construction and maintenance easement (the "**Easement**") over a portion of the Property (the "**Easement Area**"), which Easement Area contains 1,591 square feet of space and is more specifically shown on Exhibit A.

WHEREAS, in connection with the Project, Augusta desires to obtain an option for a temporary construction easement (the "TCE") over a portion of the Property (the "**Temporary Easement Area**"), which Temporary Easement Area contains 6,710 square feet of space and is more specifically shown on Exhibit A.

WHEREAS, under the terms and conditions contained in this Agreement, Owner is willing to grant to Augusta the Purchase Option, an option for the Easement, and an option for the TCE.

NOW THEREFORE, in consideration of the sum of Ten Dollars (\$10.00) to be paid by Augusta, Georgia to Owner and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

ARTICLE 1: OPTION TERMS

1.1 **Grant of Option.** Under the terms and conditions of this Agreement, Owner grants to Augusta, Georgia (i) the Purchase Option to obtain the Premises, (ii) an option to obtain the Easement, and (iii) an option to obtain the TCE (collectively, the "**Option**").

1.2 **Option Period.** The Option shall remain in effect for a period of one hundred twenty (120) days after the Effective Date of this Agreement (the "**Option Period**").

1.3 **Exercise of Option.** If Augusta, Georgia desires to exercise the Option, then on or before the expiration of the Option Period, Augusta, Georgia must (i) deliver written notice to Owner of Augusta, Georgia's exercise of the Option, and such notice must be delivered to the address set forth in Section 3.1 below, and (ii) Augusta, Georgia must pay \$6,800.00 to Owner at such address. Time is of the essence with respect to Augusta, Georgia's exercise of the Option.

1.4 **Termination.** If Augusta, Georgia fails to exercise this Option strictly in the manner set forth herein on or before the expiration of the Option Period, then the Option shall automatically terminate without notice and be of no further force or effect.

1.5 **Assignment.** Augusta, Georgia has no right to assign the

Option. ARTICLE 2: TERMS AND CONDITIONS

2.1 **Transfer of Premises; Grant of TCE and Easement.** If Augusta, Georgia properly and timely exercises the Option as set forth above in Section 1.3, then upon and subject to the terms of this Agreement, Owner shall (i) deliver a quit claim deed (the "Deed") to Augusta, Georgia transferring the Premises to Augusta, Georgia, and (ii) deliver to Augusta, Georgia the Easement and TCE in the form set forth on Exhibit B, attached hereto and incorporated herein (collectively (i) and (ii) are referred to as the "Transfer").

2.2 **Costs.** Augusta, Georgia shall be responsible for subdividing the Premises from the Property, if necessary, and paying any and all costs associated therewith. Each party shall pay its own attorneys' fees incurred in the preparation and negotiation of this Agreement, but Augusta, Georgia shall pay all other costs and expenses in connection with the transaction contemplated by this Agreement, including without limitation, (i) any transfer taxes due in connection with the Transfer, and (ii) the cost to record any instruments necessary in connection with the Transfer.

2.3 **Taxes and Ownership.** Owner shall remain the fee owner of the Easement Area and the Temporary Easement Area for purposes of applicable land use regulations (including measurement of building setback distances, density credit transfers, and similar regulations) and all other applicable laws and ordinances, excepting certain taxes as provided below. Owner expressly reserves and retains the right to continue using the Easement Area and the Temporary Easement Area for all purposes. Owner shall continue to be responsible for payment of all taxes and assessments levied against the Property.

2.4 **Condition of Property.** Augusta, Georgia acknowledges and agrees that the Premises is being sold in its "AS IS" condition without any warranty, express or implied. Owner has made no representations or warranties, in writing or otherwise, with respect to the Premises. After the Transfer, Augusta, Georgia assumes the risk of past, present, or future physical characteristics and conditions of the Premises. Owner expressly disclaims all warranties, express or implied, with respect to the Premises, including but not limited to, the physical condition of the Premises, the compliance of the Premises and any improvements on the Premises with applicable laws and regulations, and the environmental condition of the Premises.

2.5 **No Broker's Commission.** Each party represents to the other that it has not used a real estate broker in connection with this Agreement or the transaction contemplated by this Agreement. In the event any person asserts a claim for a broker's commission or finder's fee, the party on account of whose conduct or actions the claim is asserted will indemnify and hold the other party harmless from said claim.

ARTICLE 3: MISCELLANEOUS PROVISIONS

3.1 **Notices.** All notices pertaining to this Agreement shall be delivered to Augusta, Georgia and Owner personally, by private courier (including Federal Express or other overnight delivery service), or by registered or certified mail, return receipt requested and postage prepaid, at the addresses set forth below or at such other addresses as the parties may specifically designate in writing:

If to the City:
Augusta, Georgia
C/o The Augusta Engineering Department
522 Greene Street,
Augusta, Georgia 30901

If to Owner:
Covidien
G. Britain Irwin, Plant Manager
1430 Marvin Griffin Road
Augusta, GA 30906

with a copy to:
Covidien
15 Hampshire Street
Mansfield, MA 02048
Attention: General Counsel

Any notice required or permitted hereunder shall be deemed to have been received either (a) when delivered by hand and the party giving such notice has received a signed receipt thereof, or (b) one business day following the date deposited with Federal Express or other overnight courier, or (c) on the second business day following the date deposited in the United States mail, postage prepaid, by registered or certified mail, return receipt requested.

3.2 **Binding on Successors.** This Agreement shall be binding upon Augusta, Georgia, Owner, and their successors in interest.

3.3 **Entire Agreement; Modification; Waiver.** This Agreement constitutes the entire agreement between Augusta, Georgia and Owner pertaining to the subject matter contained in it and supersedes all prior and contemporaneous agreements, representations, and understandings. This Agreement shall be construed without regard to any presumption or other rule requiring construction against the party causing this Agreement to be drafted. No supplement,

modification, or amendment of this Agreement shall be binding unless executed in writing by both Augusta, Georgia and Owner. No waiver of any of the provisions of this Agreement shall be deemed or shall constitute a waiver of any other provision, whether or not similar, nor shall any waiver constitute a continuing waiver. No waiver shall be binding unless executed in writing by both Augusta, Georgia and Owner.

3.4 Counterparts. This Agreement may be executed in counterparts; each of which shall be deemed an original and all of which together shall constitute one and the same document.

3.5 Severability. Each provision of this Agreement is severable from any and all other provisions of this Agreement. Should any provision(s) of this Agreement be for any reason unenforceable, the balance shall nonetheless be of full force and effect.

3.6 Governing Law. This Agreement shall be governed and construed according to the laws of the State of Georgia.

3.7 Survival. This Agreement and the provisions herein set forth shall survive the delivery of a deed to Augusta, Georgia by Owner.

3.8 Legal Fees. In the event any party brings suit to construe or enforce the terms hereof, or raises this Agreement as a defense in a suit brought by another party, the prevailing party is entitled to recover its attorneys' fees and expenses and, if litigation is instituted, court costs and fees of necessary expert witnesses.

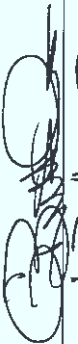
3.9 Recitals. The whereas clauses and recitals set forth in the beginning of this Agreement are incorporated into this Agreement as if fully set forth herein.

IN WITNESS WHEREOF, Owner and Augusta, Georgia have set their hand the day and year first above written.

Signed and Delivered in the presence of:

TYCO HEALTHCARE GROUP LP

Witness
4/26/11

By: 
Name: Plaintiff
Title: Plaintiff

Notary Public


My Commission Expires:

NOTARY PUBLIC COLUMBIA CO. GA.
MY COMMISSION EXPIRES 7/3/2011

Signed and Delivered in the presence of:

AUGUSTA, GEORGIA

Witness

By: _____
Name: _____
Title: _____

Notary Public

My Commission Expires:

Exhibit A

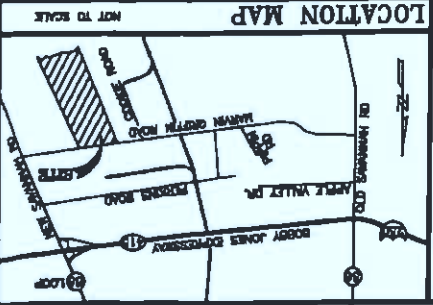
(Location of Premises, Easement Area and Temporary Easement Area)

Exhibit B
(Form of Easement and TCE)

Exhibit "A"

Item # 7

TAX MAP	PARCEL	28	135-0-004-02-0
OWNER	THE KENDALL COMPANY		
R/W TO OBTAIN	13,541 SQ. FT.		
CONSTRUCTION OF DRAIN	5,988 SQ. FT.		
CONSTRUCTION OF SLOPE	712 SQ. FT.		
CONSTRUCTION AND MAINTENANCE OF DRAINAGE	1,591 SQ. FT.		
PERMANENT EASEMENT			
TEMPORARY EASEMENT			



EAGLE PARTS & PRODUCTS INC.
T.M.S. 135-0-016-00-0

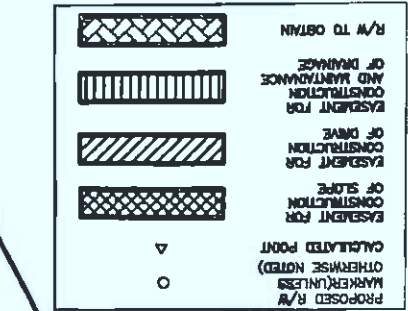
DILLARD PAPER CO
T.M.S. 136-0-014-00-0

ELECTRICAL REALTY AND SALES CO.
T.M.S. 135-0-013-00-0

TEXTRON INC.
T.M.S. 135-0-001-03-0

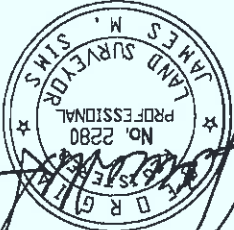
SOUTHERN REGION INDUSTRIAL
T.M.S. 135-0-004-00-0

THE KENDALL COMPANY
T.M.S. 135-0-004-02-0



LINE TABLE

LINE	BEARING	DISTANCE
L1	N27°06'18"W	24.72
L2	N3°24'37"E	13.08
L3	S62°37'30"W	10.00
L4	S62°37'30"W	10.00
L5	N65°37'41"W	88.51
L6	N73°34'30"E	88.51
L7	S73°34'34"W	41.34
L8	N16°05'08"W	20.00
L9	S16°05'10"E	15.18
L10	S16°05'08"E	35.18
L11	N73°34'50"E	16.00
L12	N16°13'21"W	40.03
L13	S16°15'39"E	40.03
L14	S27°05'09"E	11.41
L15	S16°05'10"E	6.00
L16	S16°05'10"E	6.00
L17	N73°34'30"E	13.15
L18	N73°34'30"E	17.00



AUGUSTA-RICHMOND COUNTY COMMISSION

LOCATED IN THE 86 TH G.M.D. - RICHMOND COUNTY, AUGUSTA, GEORGIA
DATE: SEPTEMBER 14, 2007
SCALE: 1" = 100'

HUSSEY, GAY, BELL & DEYOUNG, INC.

CONSULTING ENGINEERS AND SURVEYORS
329 COMMERCIAL DRIVE - SAVANNAH, GEORGIA 31416
(912) 354-4626



T.M.S. 135-0-004-02-0

S.F. No.52-5



**Engineering Services Committee Meeting
5/31/2011 1:15 PM**

Old Savannah Road/Twiggs Street Improvements – Phase II CPB/SA3

Department: Abie L. Ladson, PE, CPESC, Director

Caption: Approve Capital Project Budget Change Number Two (323-041110-296823220) and Supplemental Agreement Three with Clark Patterson Lee in the amount of \$137,450.00 on the Old Savannah Road/Twiggs Street Improvements Project-Phase II. Funding is available in the project construction account to be transferred to the project engineering account as requested by AED.

Background: On September 15, 2009, the Augusta Richmond County Commission approved a change in scope to separate Old Savannah Road/Twiggs Street Improvement project into two phases for design and construction. The scope of work for Phase II of the project includes the completion of the construction and right of way plans for the Old Savannah Road, the preparation of the right of way plats required for land acquisition, preparation of landscaping and street lighting plans and redesigning Twiggs Street to accommodate the redevelopment of the Bethlehem Historic District proposed by the Augusta Housing and Community Development Department along this section of Twiggs Street.

Analysis: The additional scope of work for Phase II includes the design and preparation of construction documents for roundabouts at the intersection of Old Savannah Road and Camille/12th Street, Old Savannah Road and Twiggs Street/Martin Luther King Jr. Blvd., and Twiggs Street and Wrightsboro Road/James Brown Blvd./Nicholas Street. These changes are also associated with the redevelopment of the Bethlehem Historic District.

Financial Impact: Funding in the amount of \$137,450.00 is available in the project construction account to be transferred to the project engineering account upon Commission approval.

Alternatives: 1) Approve Capital Project Budget Change Number Two 323-041110-296823220 and Supplemental Agreement Three with Clark Patterson Lee in the amount of \$137,450.00 on the Old

Savannah Road/Twiggs Street Improvements project-Phase II. Funding is available in the project construction account to be transferred to the project engineering account as requested by AED. 2) Do not approve, and delay the project.

Recommendation: Approve Alternative Number One.

**Funds are Available
in the Following
Accounts:** _323-041110-5414110/296823220-5414110_____

REVIEWED AND APPROVED BY:

Finance.

Law.

Administrator.

Clerk of Commission

Please do not process this document. Once approved by the Commission the original will be sent to the Clerk of Commission for execution. For information reference this request, contact Engineering at ext 5070. Thanks

Augusta-Richmond County, Georgia

CPB# 323-041110-296823220

CAPITAL PROJECT BUDGET
OLD SAVANNAH ROAD/TWIGGS STREET IMPROVEMENTS
PHASE II
CHANGE NUMBER TWO

BE IT ORDAINED by the Commission-Council of Augusta-Richmond County, Georgia that the following Capital Project Budget is hereby adopted:

Section 1: The project is authorized to CPB# 323-041110-296823220. This addresses Supplemental Agreement Number Three with Clark Patterson Lee in the amount of \$137,450 for the construction and right of way plans associated with Phase II of the Old Savannah Road and Twiggs Street Improvements project.

Section 2: The following revenues are anticipated to be available to the Consolidated Government to complete the project.

Special 1% Sales Tax, Phase III	\$ 2,060,000
---------------------------------	--------------

Section 3: The following amounts are appropriated for the project:

	By Basin		By District
Oates Creek & Phinizy Swamp	\$ 2,060,000	2nd	\$ 2,060,000

Section 4: Copies of this Capital Project Budget shall be made available to the Comptroller for direction in carrying out this project.

Adopted this _____ day of _____.

Approved

Honorable Mayor, Deke Copenhaver

Original-Commission Council Office
Copy-Engineering Department
Copy-Finance Department
Copy-Procurement Department

Augusta-Richmond County, Georgia

CPB# 323-041110-296823220

CAPITAL PROJECT BUDGET
OLD SAVANNAH ROAD/TWIGGS STREET IMPROVEMENTS
PHASE II
CHANGE NUMBER TWO

<u>SOURCE OF FUNDS</u>	<u>CPB AMOUNT</u> <u>CPB</u>	<u>CPB</u> <u>CHANGE</u>	<u>NEW</u> <u>CPB</u>
SPECIAL 1% SALES TAX, PHASE III			
323-04-1110-00000000-0000000000	(\$1,431,000)	\$0	(\$1,431,000)
323-00-0000-00000000-0000000000	(\$629,000)	\$0	(\$629,000)
TOTAL SOURCES:	(\$2,060,000)	\$0	(\$2,060,000)

USE OF FUNDS

ADVERTISING			
323-04-1110-5233119-296823220	\$2,000		\$2,000
ENGINEERING			
323-04-1110-5212115-296823220	\$255,791	\$137,450	\$393,241
RIGHT OF WAY			
323-04-1110-5411120-296823220	\$85,000		\$85,000
CONSTRUCTION			
323-04-1110-5414110-296823220	\$1,670,000	-\$137,450	\$1,532,550
CONTINGENCY			
323-04-1110-6011110-296823220	\$47,209		\$47,209
TOTAL USES:	\$2,060,000		\$2,060,000

Please do not process this document. Once approved by the Commission the original will be sent to the Clerk of Commission for execution. For information reference this request, contact Engineering at ext 5070. Thanks

**AUGUSTA-RICHMOND COUNTY
ENGINEERING DEPARTMENT
SUPPLEMENTAL AGREEMENT**

Augusta Richmond County Project Number(s):	323-041110-296823220
Supplemental Agreement Number:	3
Purchase Order Number:	57942

WHEREAS, We, **Clark Patterson Lee**, entered into a contract with Augusta-Richmond County on December 18, 2001, for **Old Savannah Rd/Twiggs Street Improvements Project**, Project No. 323-04-296823220, and

WHEREAS, certain revisions to the design requested by Augusta-Richmond County are not covered by the scope of the original contract, we desire to submit the following Supplemental Agreement to-wit:

Additional Engineering services Phase II required to complete the construction and right of way plans for Old Savannah Road/Twiggs Street Improvements.

It is agreed that as a result of the above modification the contract amount is increased by **\$137,450** from **\$253,586** to a new total of **\$391,036.00.**

This agreement in no way modifies or changes the original contract of which it becomes a part, except as specifically stated herein.

NOW, THEREFORE, Clark Patterson Lee, hereby agree to said Supplemental Agreement consisting of the above mentioned items and prices, and agree that this Supplemental Agreement is hereby made a part of the original contract to be performed under the specifications thereof, and that the original contract is in full force and effect, except insofar as it might be modified by this Supplemental Agreement.

This _____ day of _____, 2011.

RECOMMEND FOR APPROVAL:

CITY OF AUGUSTA-RICHMOND COUNTY
AUGUSTA, GEORGIA

Honorable Mayor, Deke Copenhaver

Approved: Date _____
[ATTACHED CORPORATE SEAL]

ATTEST:

Title: _____

Clark Patterson Lee

Approved: Date _____
[ATTACHED CORPORATE SEAL]

ATTEST:

Title: _____



**Engineering Services Committee Meeting
5/31/2011 1:15 PM
Option for Temporary Construction Easement**

Department: Law

Caption: Motion to approve an Option for temporary construction easement between International Paper Company, as successor in interest to Dillard Paper Company, as owner, and Augusta, Georgia, as optionee, in connection with the Marvin Griffin Road Improvement Project, (5,467 sq. ft.) of temporary construction easement from the property located at 1427 Marvin Griffin Road, private, at the purchase price of \$400.00.

Background: The property owner has agreed to convey a certain option for easement to Augusta, Georgia, for the Marvin Griffin Road Improvement Project.

Analysis: The purchase of the referenced property is necessary for the project.

Financial Impact: The costs necessary for this purchase will be covered under the project budget.

Alternatives: Deny the Motion

Recommendation: Approve the Motion

**Funds are Available
in the Following
Accounts:** 323041110-5411120 296823215-5411120

REVIEWED AND APPROVED BY:

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

AUGUSTA, GEORGIA
TEMPORARY EASEMENT

GEORGIA, RICHMOND COUNTY

PROJECT: Marvin Griffin Road

KNOW ALL MEN BY THESE PRESENTS, That for and in consideration of the sum of ONE AND NO/100 (\$1.00) dollar and other valuable consideration, the receipt of which is hereby acknowledged, the undersigned **INTERNATIONAL PAPER COMPANY**, a New York corporation, having an address of 6400 Poplar Avenue, Memphis, Tennessee 38197, as successor in interest to Dillard Paper Company ("Grantor"), does hereby grant and convey unto the AUGUSTA, GEORGIA, having its principal place of business at 530 Greene Street, Augusta, Georgia 30901 ("Grantee") and its successors, a temporary non-exclusive easement for the benefits derived for the proposed MARVIN GRIFFIN ROAD IMPROVEMENT PROJECT (hereinafter, the "Project") heretofore mentioned herein; said easement being more particularly on "Exhibit A" attached hereto and incorporated herein by this reference ("Easement Area"), over, upon and across the property of Grantor in Richmond County, Georgia (the "Property"), also shown on Exhibit A.

The Easement hereby granted is non-exclusive and Grantor reserves for itself, its successors, assigns, contractors and permittees, the right of access for its own purposes. The use of this easement by Grantee, Grantee's successors and permittees shall be so as not to interfere with Grantor's commercial operations.

Grantor hereby grants reasonable and necessary access to and from the Easement Area for the purpose hereof.

Grantee shall keep the land subject to this easement (and any adjacent land) in a sanitary condition, free from its trash, litter and unnecessary equipment that may result from any work related to the Project. Upon the completion of the Project, Grantee shall have restored the Property to its original condition.

Grantee shall fully comply with all applicable laws, rules, regulations and requirements of any federal, state or local government, authority, agency, commission or regulatory body insofar as any of the same may apply to the use of the land for the purposes herein granted, and particularly as such laws, rules, regulations and requirements may relate to protection of the environment, water and air, and the prevention of forest fires. Grantor will be held harmless and indemnified by Grantee from any and all legal actions and claims resulting from Grantee's failure to comply with this provision.

All facilities constructed and installed pursuant hereto shall be buried to such a sufficient depth or installed in such a way as to not unreasonably interfere with Grantor's operations at the Property.

This within grant is made without warranty of any kind, express or implied, and said Grantee accepts the Easement Area in its existing condition representing unto Grantor that it is thoroughly familiar with such conditions. Grantee, its successors and assigns, shall hold Grantor harmless, and indemnify and undertake the defense of Grantor, from and against any and all claims, liabilities, losses, suits, judgments, attorneys' fees, costs, expenses and demands for property damage to Grantor's property, or the property of any third party, or personal injury (including death) to any person, including but not limited to Grantee, Grantor or their respective employees, agents,

contractors, permittees, or successors arising out of or in any way connected with Grantee's, its successors' or permittees' use of the rights herein granted.

This grant and all rights hereunder are subject to all liens, leases, easements, servitudes, rights-of-way, prescriptive rights, oil, gas and mineral leases, reservations and other matters affecting the Property, either of record or apparent on the ground. It is distinctly understood and agreed that the Grantor by this grant, grants no greater rights than it is permitted to grant in view of such liens, easements, leases, servitudes, rights-of-way, oil, gas and mineral leases, reservations, and other grants and encumbrances aforesaid.

The Grantee and its successors shall not assign, give rights to a third party in or otherwise transfer its interest in this easement without the prior written consent of the Grantor, which may be exercised in its sole discretion.

The easement rights granted shall not be assigned or encumbered in any way with the prior written consent of party of the first part.

Said easement consists of 5,467 sq. ft. of temporary construction easement, more or less, as shown on a drawing of the property prepared by Hussey, Gay, Bell & Deyoung, Inc., dated September 14, 2007 _____ revised March 21, 2008, attached hereto and made by reference a part hereof, for a more accurate and complete description of the easement. Said temporary construction easement to expire at the completion and final acceptance of said Project by Augusta, Georgia.

This easement is granted for the following purposes and uses, to wit: _____ construction _____.

The said parcel of land as above indicated is shown upon plans on file in the office of Augusta Engineering Department, Augusta, Georgia, said plans being identified as MARVIN GRIFFIN ROAD IMPROVEMENT PROJECT.

Witness my hand and seal this 20th day of April, 20 11.

Signed, Sealed and Delivered
in the presence of:



Unofficial Witness

INTERNATIONAL PAPER COMPANY
as successor in interest to Dillard Paper
Company

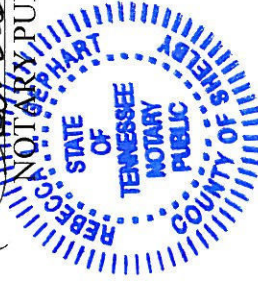
By: William Kewee 4-20-11

Printed Name: William Ridwell

Its: Director of Corporate Real Estate Services

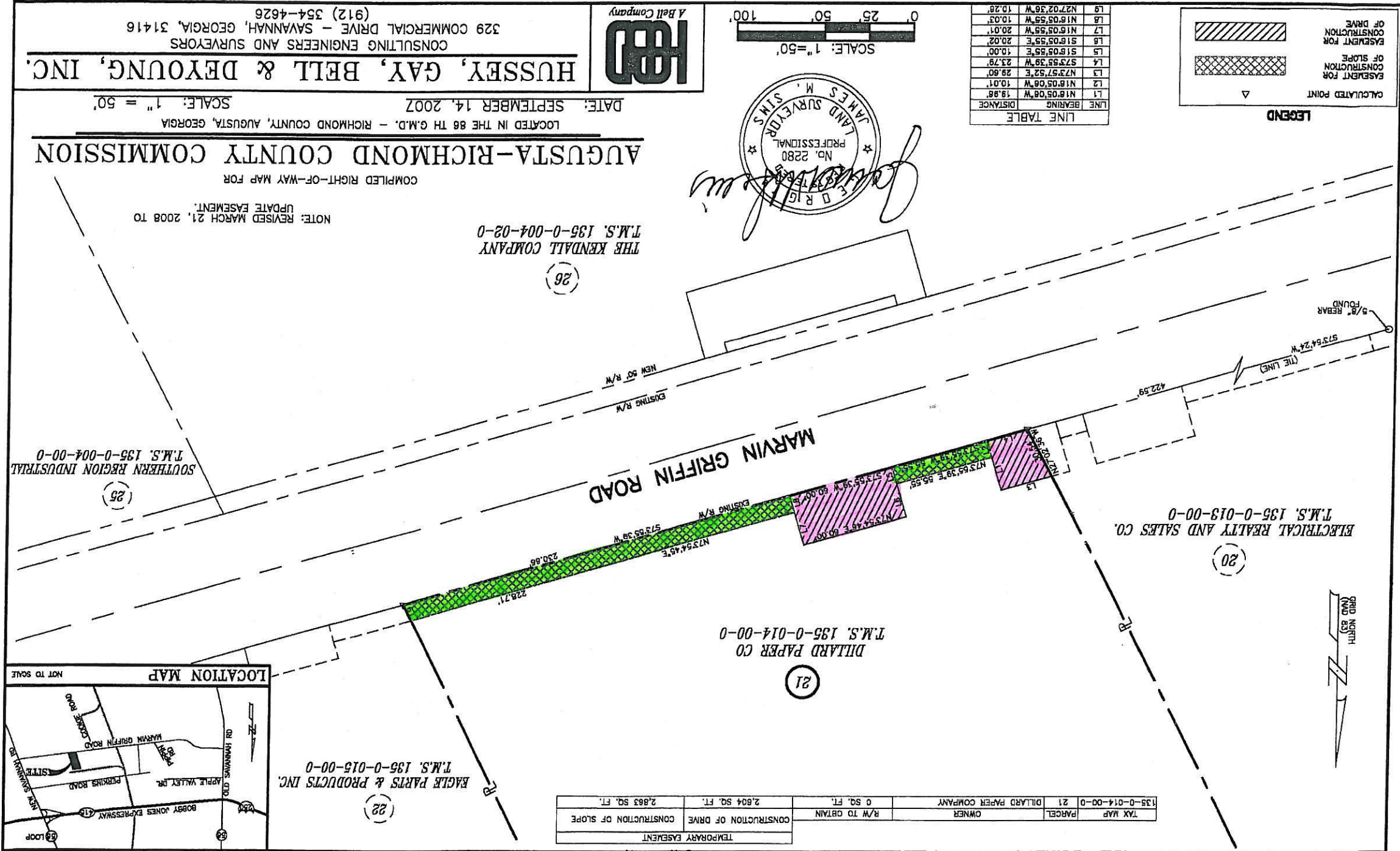


NOTARY PUBLIC



MY COMMISSION EXPIRES:
August 02, 2014

Project Parcel 21
(Tax Map 135, Parcel No. 014.)





**Engineering Services Committee Meeting
5/31/2011 1:15 PM
Quit Claim Deed**

Department: Law

Caption: Motion to approve the issuance of Quit Claim Deed to the Sharlotte F. Evans Revocable Trust for the purpose of changing a previously donated permanent easement between the Sharlotte F. Evans Revocable Trust, as owner, and Augusta, Georgia, in connection with the Belair Hills Subdivision Improvement Project from property located at 1585 Avalon Ave., private property.

Background: Augusta had previously acquired a permanent easement on this parcel. However, there were some changes needed to reduce the scope of that easement. The property owner has agreed to donate a new easement to Augusta, Georgia for the Belair Hills Subdivision Improvement Project.

Analysis: The Quit Claim Deed is needed to abandon the previously donated easement.

Financial Impact: None

Alternatives: Deny the Motion

Recommendation: Approve the Motion

Funds are Available in the Following Accounts: 323041110-5212122 296823603-5212122

REVIEWED AND APPROVED BY:

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

STATE OF GEORGIA

COUNTY OF RICHMOND

QUITCLAIM DEED

THIS INDENTURE, made this 25th day of MAY 2011, by and between AUGUSTA, GEORGIA, First Party, and the SHARLOTTE F. EVANS REVOCABLE TRUST, of Richmond County, Georgia, Second Party;

WITNESSETH: That solely for the purpose hereinafter stated and for valuable consideration, First Party does hereby remise, release, reconvey, and quitclaim unto Second Party the Sharlotte F. Evans Revocable Trust its heirs and assigns, all the land described in and conveyed by that certain easement deed from Sharlotte F. Evans to First Party, dated the 8th day of November 2010, recorded in the office of the Clerk of the Superior Court of Richmond County, Georgia, in Deed Book 01281, page 1378.

This quitclaim deed is made solely for the purpose of cancelling the easement deed above mentioned.

In witness whereof, First Party has hereunto set its hand and affixed seal and delivered these presents the day and year above written.

Sworn to and subscribed before me,

this ____ day of _____, 2011

AUGUSTA, GEORGIA

Notary Public

The Honorable Deke S. Copenhaver,
Mayor

Attest:

Lena J. Bonner, Clerk of Commission

Book 01281:1378 Augusta - Richmond County
2010046432 11/11/2010 16:19:29.00
\$0.00 EASEMENT
2010046432 Augusta - Richmond County

ksb

AUGUSTA LAW DEPARTMENT
501 GREENE STREET, SUITE 302
AUGUSTA, GA 30901-4415

AUGUSTA, GEORGIA
EASEMENT

AUGUSTA, GEORGIA

PROJECT Belair Hills Subdivision Improvement

WITNESSETH that Sharlotte F. Evans, the undersigned, are the owners of a tract of land in Richmond County, which over, through, and across the above Project has been laid out by Augusta-Richmond County Engineering Department, being more particularly described in a map and drawing of said Project in the Augusta Engineering Office, to which reference is hereby made.

NOW, THEREFORE, in consideration of the benefit to said land by the construction and maintenance of said Project, and in consideration of ONE DOLLAR (\$1.00), in hand paid, the receipt whereof is hereby acknowledged, I do hereby grant, sell and convey to AUGUSTA, GEORGIA, a political subdivision of the State of Georgia, a perpetual easement for the purpose and uses hereinafter set forth, over, through and across the following lands, to-wit:

Said perpetual easement consists of 4,332 sq. ft. (0.10 acre) of permanent drainage and utility easement, more or less, as shown on a drawing of the property prepared by Augusta-Richmond County Engineering Department, dated October 4, 2010, revised N/A, attached hereto and made by reference a part hereof, for a more accurate and complete description of the perpetual easement.

ALSO granted is 2,183 sq. ft.(0.05 acre) of temporary construction easement, more or less, as shown on said drawing; said temporary construction easement to expire at the completion and final acceptance of said Project by Augusta, Georgia.

This easement is granted for the following purposes and uses, to wit: construction and maintenance.

The easement herein granted shall bind the heirs and assigns of the undersigned.

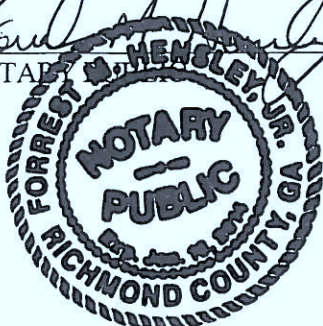
WITNESS, the hand(s) and seal(s) of the undersigned, this 8th day of November, 2010.

SIGNED, SEALED AND DELIVERED
in the presence of:

Wayne Schultz
Unofficial Witness

Sharlotte Evans (L.S.)
Sharlotte F. Evans

_____(L.S.)



Tax Map 051, Parcel 237-01

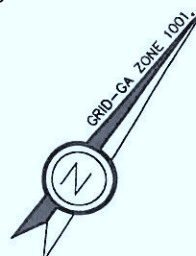
LEGEND

- 1 RBF = REBAR PIN FOUND
- 2 RBS = 1/2 INCH REBAR PIN AND CAP SET
- 3 CTP = CRIMPED TOP PIPE
- 4 POB=POINT OF BEGINNING
- 5 R/W=RIGHT-OF-WAY
- 6 JB = STORM WATER JUNCTION BOX
- 7 RCP = REINFORCED CONC PIPE
- 8 SSMH = SANITARY SEWER MANHOLE
- 9 P/L = PROPERTY LINE
- 10 PP = POWER POLE
- 11 WM = WATER METER
- 12 CB = CATCH BASIN, SINGLE WING (SW)
OR DOUBLE WING (DW)
- 13 DI = DROP INLET

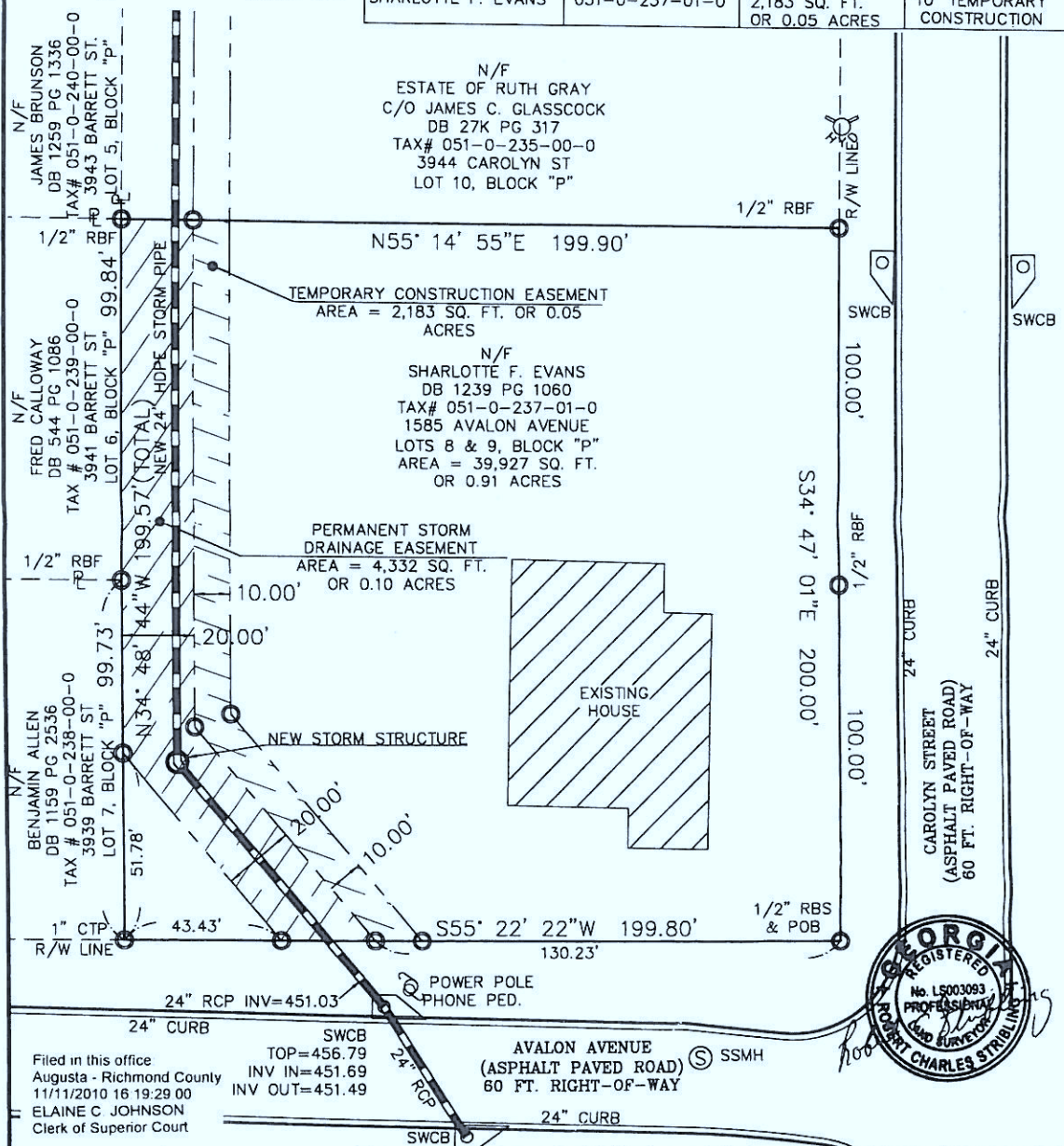
NOTES

- 1 EQUIPMENT USED TOPCON GTS-603 AND PRISM AND TRIMBLE S700 GPS RECEIVER.
- 2 DATE OF FIELD WORK SEPTEMBER 30, 2010
- 3 THE FIELD DATA UPON WHICH THIS MAP IS BASED WAS GATHERED USING AN OPEN TRAVERSE WITH NO CLOSURE.
- 4 THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND HAS A PRECISION OF ONE FOOT IN 257,829 FEET
- 5 THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE SEARCH
- 6 PLAT REFERENCES SECTION NO. 2, BELAIR HILL ESTATES; K L WISE, SURVEYOR, DATED NOV 16, 1953 AND RECORDED IN BOOK 20Y, PAGE 252, CITY OF AUGUSTA RECORDS

Book 01281 1379 Augusta - Richmond County
2010046432 11/11/2010 16:19:29.00



OWNER	PARCEL	EASEMENT AREA	EASEMENT TYPE
SHARLOTTE F. EVANS	051-0-237-01-0	4,332 SQ. FT. OR 0.10 ACRES	20' PERMANENT STORM DRAINAGE
SHARLOTTE F. EVANS	051-0-237-01-0	2,183 SQ. FT. OR 0.05 ACRES	10' TEMPORARY CONSTRUCTION



STORM
EASEMENT
PLAT

SHARLOTTE F. EVANS

FOR 1585 AVALON AVENUE, AUGUSTA, GA 30909

TAX PARCEL 051-0-237-01-0; LOTS 8 & 9, BLOCK "P," BELAIR HILL ESTATES

AUGUSTA-RICHMOND COUNTY ENGINEERING DEPARTMENT

522 GREENE STREET, AUGUSTA, GEORGIA 30901

Tel. (706)-821-1706 Fax (706)-821-1708

ABIE L. LADSON, P.E., DIRECTOR

STATE: GEORGIA

COUNTY: RICHMOND

JOB NO.: 10-0008

SCALE: 1"=30'

FLD: RCS BR DRN: RCS CHK: RCS

DATE: 10/04/10

FILE: 10-0008



**Engineering Services Committee Meeting
5/31/2011 1:15 PM
Regency Mall Retention Pond**

Department: Clerk of Commission

Caption: Update from the Administrator regarding the status of the conversion of the Regency Mall Retention Pond into a lake utilizing SPLOST funds previously allocated and an anticipated timeline of development. (Requested by Commissioner Lockett)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



**Engineering Services Committee Meeting
5/31/2011 1:15 PM
Utility Business Plan Update Contract Award with McKim & Creed**

Department:	Utilities
Caption:	Authorize the award and execution of a contract with McKim and Creed for the update to AUD's Utility Business Plan (RFQ #11-055) in the amount of \$386,112.
Background:	The Augusta Commission, in its April 19, 2011 meeting, authorized the Utilities Department to proceed with negotiations with McKim & Creed to provide services for the update of AUD's Utility Business Plan. After several scoping and negotiation sessions, the process is completed. Based on the scoping and negotiations, we would recommend the authorization of award and execution of a contract to have the work performed.
Analysis:	The compensation being recommended represents a reasonable fee for the services to be provided.
Financial Impact:	The costs for the Utility Business Plan update are budgeted under account number 507043490-5212999 / 81100010-5212999
Alternatives:	No alternatives are recommended.
Recommendation:	We recommend the Commission authorize the award and execution of a contract with McKim and Creed for the update to AUD's Utility Business Plan (RFQ #11-055) in the amount of \$386,112.
Funds are Available in the Following Accounts:	The costs for the Utility Business Plan update are budgeted under account number 507043490-5212999 / 81100010-5212999

REVIEWED AND APPROVED BY:

Procurement.
Law.
Administrator.
Clerk of Commission

Augusta Utilities Business Plan Update

Scope of Services

Objective

The purpose of this project is to enhance the management, organizational, and operational effectiveness of the Augusta Utilities Department (AUD) and to assist AUD in addressing the goals and objectives identified in the existing and proposed AUD business plan. McKim & Creed (CONSULTANT) proposes to conduct the work in multiple phases with the ultimate goal of creating a revised business plan that will serve you well into the future. The first phase of the project will focus specifically on reviewing the previous AUD business plan and completing a broad assessment of the current operations, management efforts, and initiatives. Those activities will become key elements of the updated business plan.

Specific Areas to Review and Act Upon on Behalf of AUD

Based on prior discussions, AUD identified several areas related to the current business plan that warrant review and comment in the new, updated business plan. These areas include:

- Evaluate existing operational divisions of AUD
- Evaluate selected existing standard operating procedures
- Identify strengths, critical success factors and barriers of AUD
- Develop department and division goals
- Develop action plan
- Develop recommendations on organizational structure
- Create a realistic atmosphere of positive customer service throughout AUD
- Create final report
- Provide assistance in developing revised brand
- Provide assistance in evaluating and enhancing AUD's CMOM program
- Review the available and the needed standard operating procedures
- Evaluate the relationship among the business plan, master planning efforts, the O&M and capital budgets, and other special purpose processes that are in place for the Department, such as the emergency response plan, security plan, etc.
- Evaluate the influence of the business plan on the capital improvement plan (CIP) and other performance benchmarks
- Review the level of detail in the existing business plan, and the detail desired in the updated plan

- Assure the need for current, up to date data to enhance the effectiveness of the updated business plan
- Make assignments of elements of the business plan to individuals and/or divisions, with a realistic timeframe for implementation, and an assurance that no person is over-loaded with assignments such that the individual cannot appropriately fulfill his/her normal responsibilities and the business plan's new responsibilities

It is intended that these items will be addressed during the various phases of the project, and specific recommendations will be included in the completed business plan.

Scope of Services - Business Plan

Phase 1:

The objective of Phase 1 is to assess the effectiveness of AUD in addressing and using its current business plan. To accomplish the objective, a management audit will be conducted to identify and prioritize AUD issues and service delivery processes (SDPs). This audit will become the basis for the proposed revisions to the AUD business plan. Specific tasks are identified below.

Task 1 – Data Collection and Review

- A. Develop and submit a data request to AUD for data that will support the project.
- B. Assemble, review, and assimilate written materials requested by CONSULTANT.
- C. Deliverable: Provide index of requested material to facilitate its use.

Task 2 – Kick –off/Chartering Session

Conduct a half day kick-off/chartering meeting to re-introduce AUD to processes that will be used to accomplish this project. Attendees will include a core project team made up of the director, the assistant directors, superintendents and additional members as determined by AUD.

- A. Establish point of contacts for both AUD and CONSULTANT
- B. Identify team members for various aspects of the project
- C. Identify AUD responsibilities
- D. Identify CONSULTANT responsibilities
- E. Deliverable: Outline points of contact for AUD and CONSULTANT, identify responsibilities for AUD, and identify responsibilities for Mckim & Creed.

Task 3 – On-site Tours and Interviews

- A. Conduct in-depth tours of facilities over three days to supplement previous tours and allow for more detailed discussion with AUD staff pertaining to the facilities being toured. Facilities/operations to be toured, include, but are not necessarily limited to water and wastewater treatment and pumping facilities, engineering, customer service, metering, administrative operations, water distribution, and wastewater collection.
- B. Conduct interviews with all assistant directors, superintendents, other members of the core team, and additional individuals up to a targeted total of 30 staff members that will represent a cross section of the staff and as chosen by the core project team and the CONSULTANT team. It is assumed that the interviews will occur during two, 3-day blocks of time.
- C. Deliverable: Develop high elevation compilation of observations.

Task 4 – Self Assessment- Process Owner Prioritization Workshop

- A. Identify and prioritize issues and SDPs
- B. Conduct a full day workshop to facilitate discussion of SDPs and other potential issues. The workshop team shall be the core project team supplemented by additional staff as determined by the core team. The targeted size of the workshop team is 12-15 individuals.
 - Apply the z-chart prioritization process, which was used in the development of the current AUD business plan to the issues and SDPs, to develop a priority ordered list. This is a critical list that becomes the basis for action plans and specific assignments. Some of the specific issues that may come out of this activity include:
 - Enhanced communication with Commission and other stakeholders
 - Issues impacting future rates and fees
 - Communication within the organization
 - Communication with customers and others outside of AUD
 - Continued movement toward a more proactive mode of operation (previously noted as desired by AUD staff)
 - Fulfillment of customer needs
 - Fulfillment of employee needs
 - Organization structure revisions
 - Classify or categorize the processes, issues, SDPs into the ten business attributes (utilizing an affinity grouping process) of the Effective Utility Management (EUM), model as established by WEF, AWWA, and others, (see Attachment A).
 - Develop summary information related to the number of issues/SDPs associated with each attribute

- Assess the overall priority of the issues/SDPs assigned to each Attribute to determine which business attributes need the most immediate attention.

C. Deliverable: Spreadsheet outlining issues and SDPs in priority order.

Task 5 – Phase I Technical Memorandum and Presentation of Findings

- A. Prepare a Technical Memorandum (TM) to document details of the prioritization of processes, issues, and SDPs and their classification into business attributes. Included in the TM will be a spreadsheet to organize issues and SDPs into overall priority order, and a spreadsheet to classify the issues and SDPs into the ten business attributes, by priority order. The TM shall also include a discussion of suggested updates to the current business plan, and the relationship of the business plan to master plans, CIPs, emergency response plans, etc.
- B. Conduct Phase 1 Workshop (half day) to address the findings of the Phase 1 work and to finalize the work plan for Phase 2.
- C. Deliverable: Technical memorandum for Phase I work.

Phase 2:

The workshop conducted at the end of Phase 1 will lay the groundwork and define (with AUD's guidance, approval and acceptance) the work plan for Phase 2 of this project. Phase 2 will begin work on the actual revisions to the AUD business plan. The Phase 2 activities to prepare the updated business plan will include the following tasks:

Task 1 – Initiation/ Phase 2 Kick-off Meeting

- A. Conduct the Phase 2 kick-off meeting with the AUD core team to briefly present the project schedule, planned activities/processes, and data/staff needs; and to clarify/emphasize the overall purpose of this project. The purpose is to develop principal components of the business plan through the development of the action plans associated with each of the evaluated and expanded upon SDP/issue. Other items to be covered in the full day workshop include:
- B. Review and re-establishment of the vision, mission, values and brand
- C. Review of the organizational structure for possible upgrade
- D. Identification of strengths
- E. Identification of barriers/obstacles
- F. Identification of critical success factors
- G. Coordinate with AUD to identify members of each functional team associated with each SDP/issue.
- H. Prepare and distribute an information request to supplement the information received as part of previous projects and review data received.

- I. Deliverables—Outline of Business Plan to be populated as key component of Phase 2 work.

Task 2 – Business Planning

- A. Facilitate the creation of an update to the mission, the goals, and the responsibilities of each operating division with division leadership. This activity will be conducted during seven half-day workshops with division leadership.
- B. Review and recommend revisions for department and division organizational structure with Division leadership and core team. This activity will be conducted in conjunction with activity A, above.
- C. Develop and/or fine tune goals of the department, the division, the section, and the individual; with emphasis on linkage among these goals.
- D. Review and edit the structure of up to 30 existing individual role (job) descriptions to provide for consistency among divisions and to provide for better understanding of roles with core team. Additional job descriptions may be edited as component of “Additional Services” noted below. Recommended content changes will be submitted to division heads for review/approval to ensure the descriptions meet divisional needs and that there is linkage to divisional and departmental goals.
- E. Identify the direction and the process of evaluating resource optimization (succession planning) and preparing resources for fulfilling the department’s mission for the future. The most important aspects of the next implementation phase of this project are the continued evaluation of processes by conducting additional process mappings of SDPs/issues and the process of knowledge transfer to maximize resource optimization as AUD authorized resource levels become more critical. This activity, which becomes the Training Plan, will target various techniques for providing training in a myriad of topics, the most important of which is continued and enhanced supervisory leadership training. Others include but are not limited to safety, emergency response, security, technical training and customer service. This activity is intended to be a road map of activities which will be carried out in Phase 3.
- F. Deliverable: First draft of business plan

Task 3 – Process Mapping

- A. Functional teams consisting of those employees who are more directly involved in day-to-day activities will focus on the top 10 SDP/Issues as determined by the core team in Phase 1 of the project
 1. Conduct process flow evaluations associated with each of the top 10 SDPs/issues identified in Phase 1. Additional process flows may be done as component of “Additional Services” noted below. It is assumed that up to 10 half-day process flow evaluation workshops will be conducted with separate functional teams (4 to 6 people). Team members will be assigned based on job

responsibilities, a logical fit of needed and available skill sets, and staff more directly involved in the day-to-day issues being evaluated. This task will consist of facilitating the development of process maps of current and future processes/issues by the functional teams.

For each process being evaluated and mapped, two separate mappings will be developed. The first will entail a concentrated effort to develop the process map to reflect the “as is” scenario, and will include details about how issues and SDPs are currently addressed. The second, or “to be” scenario, will then concentrate on parts of the “as is” scenario for which meaningful improvements in the process can be made, including providing guidance for those improvements.

2. Apply strengths/barriers/critical success factors analysis to SDPs/issues with each of the functional teams. Both versions of the process maps will be used to illustrate the advantages of using the “to be” options.
- B. Facilitate the development of action plans with the functional teams tasked with implementing SDP changes. Actions plans shall be formalized by the CONSULTANT and will identify specific activities, owners and measurement metrics. It is assumed that there will be approximately ten action plans developed.
1. Consolidate action plans to prevent duplication of efforts for each of the top ten SDPs/Issues. Action plans shall be developed in such a way as to have the ability to measure progress toward AUD’s vision, mission and goals.
 2. Distribute draft process maps and action plans to functional teams and the core team for review and approval.
- C. The secondary focus of this task is to expand onto the next 10 SDPs/issues as prioritized by the core team in order to prepare for expansion of efforts for developing a more comprehensive business plan. The purpose of this effort is to maintain the momentum of the SDP process and the productivity of the process mapping while it is still fresh on the staff’s minds. This approach will prepare the core team and the small functional teams to move smoothly into the next phase of the project. A part of this process will be the preliminary assessments of appropriate functional teams and suggested assignments and a further consolidation of the remaining SDPs/issues. This shall be conducted as part of a half day project status meeting with the Core Team.
- D. Deliverable: Completed process flows for those included as part of this task.

Task 4 – Business Plan – “A Living Process and Document”

- A. Draft first edition of the revised business plan and submit to the core team for review. The draft business plan will include:
1. Purpose
 2. Vision, mission, values and brand
 3. Description/overview of operating divisions
 4. Organizational structure
 5. Identification of strengths, weaknesses, critical success factors
 6. Departmental and divisional goals
 7. Individual role descriptions
 8. Service delivery processes/issues/priorities
 9. Action plans
 10. Evaluation/follow-up
 11. Major stand-alone work efforts that become a part of the business plan by reference:
 - a. Strategic/master plan
 - b. Budget
 - c. CIP/needs assessments
 - d. Standard Operating Procedures (SOP)
 - e. Emergency response plan
- B. Meet to present the business plan and the findings of Phase 2 in a half-day workshop.
- C. Revise business plan to implement comments from the core team and submit the final document to AUD.
- D. Develop and present for approval a draft of the business plan.

Task 5 – Graphics Support for Development of New Brand

- A. Provide support for development and refinement of the new brand for AUD, to include clarity, resolution, color, and layout of the graphics.
- B. Research applications to address copyrights or trademarks that would prohibit continued use of the “Water Is Life” logo that has been used by AUD in a different format for several years.
- C. Make recommendations to AUD for appropriate application of the new brand.

Task 6 – Standard Operating Procedure Review

- A. Review existing SOPs in all divisions (Up to maximum of 60 SOPs)
- B. Solicit input from representative sample of individuals assigned to each divisions by conducting a half day workshop in each division
- C. Conduct workshop with cross-section of employees to determine SOP needs for the department
- D. Conduct gap analysis to determine SOP needs to be added to fill the gap between SOPs that exist and SOPs that are needed
- E. Develop action plan for Phase 3 work to assure that SOP needs will be met.

Proposed Scope of Services - Phase 3 – Business Plan

Based on previous conversations with AUD staff, it is anticipated that one of the key attributes for AUD to focus attention, after some level of completion of the Business Plan, on continued line employee and leadership team development. The assessment completed in Phase 1, and expanded upon in Phase 2 may identify other areas with equal or even greater priority, but until that is completed, we have developed a general scope of work specifically to address employee training and leadership issues and challenges. The specific objectives of this phase may be revised based on the results of Phase 1 and Phase 2, but may include the following:

- Development, enhancement, and expansion of process flow diagram development begun in Phase 2 for the next tier of high priority SDP activities
- Budget implications and other financial evaluations
- Customer service policy guidance
- Incorporation of “knowledge transfer” techniques into the retention plan and succession plan
- Continued developments, enhancements, support, and implementation of the leadership training program to facilitate knowledge transfer needs of AUD, to be accomplished in conjunction with the Training Advisory Council
 - Target all supervisory staff
 - Active participation by the management team and CONSULTANT team in training sessions and as teachers and leaders
 - Coordinate the approval of training for certification credits
 - Target one day of training per quarter for each supervisor
- Other training considerations
 - Customer relations and customer services
 - Safety
 - Emergency response
 - Security
 - Technical/certification
- Update up to 10 SOPs as need is determined in Phase 2 work

Compensation for Phase 3 activities is not included in the Project Fee section for Phase 3 - Business Plan Scope of Services. To capture the tasks and work products with the highest priorities for AUD, a detailed scope of services, schedule and budget estimate for Phase 3 services will be prepared in coordination with AUD at the completion of Phase 2 activities and contracted as Additional Services.

Scope of Services – CMOM Support

AUD has requested CONSULTANT to assist the Water Distribution/Wastewater Collection Division with evaluating and identifying enhancements to AUD's current CMOM program on an as needed basis. Assistance may include but not be limited to:

- Reviewing data/documents
- Meeting with utility staff to discuss the status of the CMOM program and tour facilities
- Updating and enhancing operational standards for compliance with the BMPs required for a CMOM program.
- Updating, editing and creating procedures and schedules to facilitate the CMOM program with the utility management team and related staff
- Working with utility management team to develop documents to enable the procurement of services to implement programs for the CMOM program.
- Identifying SOP needs for work related to the CMOM program
- Updating current SOPs related to the CMOM program

An allowance CMOM Support Services is included in the Project Fee section of this Scope of Services.

Project Administration

CONSULTANT shall administer and manage the project scope of services as described herein by conducting the activities described below:

- A. Provide oversight and facilitation to AUD staff for activities related to the business plan. Interface will be with both the AUD core business planning team and smaller functional teams comprised of four to six staff representing a cross section of skill levels.
- B. Manage and coordinate activities of the project team.
- C. Prepare and manage the project schedule.
- D. Meet with AUD project manager monthly and the core team bi-monthly, by telephone or in person for project progress updates.

- E. Maintain records filing system.
- F. Prepare monthly invoices and maintain a cost accounting system.

Additional Services

Activities outside the scope of services provided herein will be considered additional services and will be performed at an additional fee that will be negotiated prior to beginning additional services. Additional services may include those items listed in the Proposed Scope of Services – Phase 3 – Business Plan, additional meetings and workshops, and tasks not specifically identified herein.

McKim & Creed Project Team

Joe StoweSenior Management Consultant
Mike OsborneSenior Project Manager
Chris BrowningSenior Management Consultant
Linda Vaughn.....Communication/ Customer Services Specialist

AUD Project Core Leadership Team

Tom Wiedmeier.....Director
Drew GoinsAssistant Director
Allen SaxonAssistant Director
Steve Little.....Assistant Director
Jerry Delaughter.....Assistant Director
Russell ThiesAssistant Director
Horace Luke.....Assistant Director

Project Schedule

The Business Plan Phases 1 and 2 tasks described herein shall be completed within 14 months after the effective date of authorization to proceed as described below, unless the period of service is extended by mutual agreement of both parties. The proposed schedule is as follows:

Phase 16 months from notice to proceed
Phase 28 months from end of Phase 1 (contingent upon level of scope developed for Phase 2)
Phase 3Schedule for Phase 3 tasks to be determined following completion of Phase 2 and upon approval of AUD.

The CMOM Support Scope of Services shall be completed within 14 months and concurrently with the Business Plan Phases 1 and 2 Scope of Services beginning on the effective date of authorization to proceed unless the period of service is extended by mutual agreement of both parties.

Project Fees

The fee for the scope of services described herein shall not exceed \$386,100 based on the Budget Estimates below. Fees will be billed hourly based on CONSULTANTS current rate schedule. CONSULTANT may alter the distribution of fees between tasks and between Phases, but may not exceed the total fee.

Budget Estimate for Phase 1 and Phase 2 of the basic Business Plan update shall not exceed \$272,800 without written authorization.

Allowances

CONSULTANT shall perform the following services after written authorization by AUD. As the actual tasks, work items and the duration are undefined, the allowance/budget estimate serves as a mechanism for AUD to proceed with these services, but also serves as a limit on CONSULTANT'S work, until additional compensation is authorized by AUD and accepted by CONSULTANT.

Budget Estimate for Phase 2 Task 5 Graphics Support for Development of New Brand shall not exceed \$7,500 without written authorization;

Budget Estimate for Phase 2 Task 6 Standard Operating Procedure Review shall not exceed \$30,800 without written authorization.

Budget Estimate for CMOM Support shall not exceed \$75,000 without written authorization.

Expenses

Out of pocket expenses, mileage reimbursement, outside printing for deliverables, overnight deliveries and courier service will be billed at 1.10 times the actual cost.

Agreement

This Scope of Services, as described herein, Budget Estimate and the General Conditions (Attached) constitute the entire Agreement between Augusta Utility Department as the CLIENT and McKim & Creed, P.A. as the CONSULTANT. This Agreement may only be amended, supplemented, or modified by a duly executed written instrument by both parties.

This Agreement is made this ____ day of _____, 2011, by and between Augusta Utilities Department and McKim & Creed P.A.

In witness whereof, the parties have executed this Agreement to be effective as of the date first above written.

Accepted for:
Augusta Utilities Department

By:

Date

Attest:

Accepted for:
McKim & Creed, P.A.

By:

J. Michael Osborne, PE
Regional Manager

Date

Attest:

Joe C. Stowe, Jr.
Senior Management Consultant

Address for giving notices:

Address for giving notices:

McKim & Creed, P.A.

8020 Tower Point Drive

Charlotte, NC 28227

Augusta Utility Department Business Plan Update

Attachment A: Effective Utility Management Summary

Framework:

The framework proposed to be used to complete this project is consistent with the process developed in the recent publication “Effective Utility Management – A Primer for Water and Wastewater Utilities” (“EUM”). EUM identifies “Ten Attributes of Effectively Managed Water Sector Utilities” and provides a process for assessing a utility’s effectiveness in addressing each of these attributes. These ten attributes will provide a framework for categorizing and prioritizing AUD issues and areas of concern. The ten attributes are generally defined as follows:

1. Product Quality – Produce potable water, treated effluent, and process residuals in compliance with regulatory and reliability requirements and consistent with customer, public health, and ecological needs.
2. Customer Satisfaction – Provide reliable, responsive and affordable services in line with customer accepted service levels. Maintain responsiveness to customer needs and emergencies.
3. Employee and Leadership Development – Recruit and retain a competent and motivated work force. Provide opportunities for professional and leadership development. Ensure employee institutional knowledge is retained and improved upon over time.
4. Operational Optimization – Ensure timely, cost-effective, reliable and sustainable performance. Minimize resource use and loss in day to day operations. Anticipate and support timely adoption of improvements.
5. Financial Viability – Maintain an effective balance between long-term debt, operating revenues and expenses, and asset values. Establish rates consistent with community expectations and acceptability, yet adequate to recover costs, provide for reserves, maintain support from rating agencies, and invest in future needs.
6. Infrastructure Stability – Maintain and enhance the condition of assets over the long term with the lowest possible life-cycle cost, acceptable risk, and consistent with anticipated growth and system reliability goals. Assure asset repair and replacement do not disrupt community and create negative consequences.
7. Operational Resiliency – Utility leadership and staff work together to anticipate and avoid problems (legal, regulatory, financial, environmental, safety, security, and natural disaster.)
8. Community Sustainability – Attentive to the impacts that decisions have on long-term future community and watershed health and welfare.
9. Water Resource Adequacy – Ensures water availability consistent with current and future needs through long-term resource supply planning and conservation.

Augusta Utility Department Business Plan Update

Attachment A: Effective Utility Management Summary

10. Stakeholder Understanding and Support – Proactive efforts to develop understanding and support from oversight and regulatory bodies related to service levels, rate structures, budgets, capital needs and risk management. Actively involves stakeholders in the decisions that will affect them.

In addition to the Ten Attributes, EUM identifies several Keys of Management Success which are also proposed to be used as part of the framework for this project. The Keys to Management Success are comprised of management approaches that have proven to be successful historically in managing utilities more effectively. These keys will help to integrate AUD's improvement efforts on issues outlined in the Attributes. The Keys to Management Success are listed below:

1. Leadership
2. Strategic business planning
3. Organizational approaches
4. Measurement
5. Continual improvement management framework

Note: Effective Utility Management (EUM) was created in May 2007 by six major water and wastewater organizations and the U.S. Environmental Protection Agency. The six organizations include: Water Environment Federation (WEF), American Public Works Association (APWA), American Water Works Association (AWWA), National Association of Water Companies (NAWC), National Association of Clean Water Agencies (NACWA), and Association of Metropolitan Water Agencies (AMWA). Effective Utility Management is designed to help water and wastewater utility managers make practical, systematic changes to achieve excellence in utility performance.

REQUEST FOR QUALIFICATIONS

Request for Qualifications will be received at this office until Wednesday, January 12, 2011 @ 3:00 p.m. FOR FURNISHING:

RFQ Item #11-054	Water and Wastewater System Master Plan for Utilities Department
RFQ Item #11-055	Utility Business Plan for Utilities Department
RFQ Item #11-056	Water and Wastewater Rate Study for Utilities Department
RFQ Item #11-059	Watershed Assessment/Source Water Assessment Plan for Utilities Department
RFQ Item #11-077	Emergency Response Plan for Utilities Department
RFQ Item #11-080	Leak Detection Study for Utilities Department

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

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

RFQ documents may be examined at the office of the Augusta, GA Procurement Department, 530 Greene Street – Room 605, Augusta, GA 30901. **All questions must be submitted in writing to the office of the Procurement Department by Tuesday, December 28, 2010 @ 5:00 p.m. by fax at 706-821-2811 or by email @ procbidandcontract@augustaga.gov.** No RFQ will be accepted by fax, all must be received by mail or hand delivered.

The local bidder preference program is applicable to this project. To be approved as a local bidder and receive bid preference on an eligible local project, the certification statement as a local bidder and all supporting documents must be submitted to the Procurement Department with your bonafide bid package.

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

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. Please mark RFQ number on the outside of the envelope.

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

Disadvantage Business Enterprise (DBE) Augusta-Richmond County, Georgia does not operate a DBE, MBE or WBE Program for Augusta funded projects, as a Federal Court has entered an Order enjoining the Race-Based portion of Augusta's DBE Program. Instead Augusta operates a Local Small Business Opportunity Program. However, for various projects utilizing the expenditure of State or Federal funds, Augusta enforces DBE requirements and/or DBE goals set by the Federal and/or State Agencies in accordance with State and Federal laws.

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle	December 2, 9, 16, 23, 2010
Metro Courier	December 8, 2010

cc:	Tameka Allen	Interim Deputy Administrator
	Tom Wiedmeier	Utilities Department
	Drew Goins	Utilities Department

RFQ Item #11-055
Utility Business Plan
for the City of Augusta - Utilities Department
RFQ Due: Wednesday, January 26, 2011 @ 11:00 a.m.

VENDORS	Attachment B	Bidders Form	Addendums 1 & 2	Original	7 Copies
Brown and Caldwell 990 Hammond Drive Suite 400 Atlanta, GA 30328	YES	YES	YES	YES	YES
McKim & Creed 8020 Tower Point Drive Charlotte NC 28227	YES	YES	YES	YES	YES
Municipal & Financial Services 911-A Commerce Road Annapolis MD 21401	YES	YES	YES	YES	YES
Westin Engineering Inc 260 Peachtree Street NW Ste 2200 Atlanta GA 30303	YES	YES	YES	YES	YES
Woolpert 375 Northridge Road Ste 100 Atlanta GA 30350	YES	YES	YES	YES	YES
Heery International 999 Peachtree Street, NE Ste 300 Atlanta, GA 30309	SUBMITTED NO BID RESPONSE				
Jacobs Engineering Group Inc 6801 Governors Lake Pkwy Bldg 200 Norcross, GA 30071	SUBMITTED NO BID RESPONSE				
Parsons Brinckerhoff 3340 Peachtree Road, NE Ste 2400 Tower Place 100 Atlanta GA 30326	SUBMITTED NO BID RESPONSE				
Woodard & Curran 2905 Premiere Parkway Ste 175 Duluth GA 30097	SUBMITTED NO BID RESPONSE				
Zel Engineers 435 Telfair Street Augusta GA 30901	SUBMITTED NO BID RESPONSE				

Cumulative Evaluation Sheet - RFQ Item #11-055 Utility Business Plan for the City of Augusta - Utilities Department						
Evaluation Criteria	PTS	Brown and Caldwell 990 Hammond Drive Suite 400 Atlanta, GA 30328	McKim & Creed 8020 Tower Point Drive Charlotte NC 28227	Municipal & Financial Services 911-A Commerce Road Annapolis MD 21401	Westin Engineering Inc 260 Peachtree Street NW Ste 2200 Atlanta GA 30303	Woolpert 375 Northridge Road Ste 100 Atlanta GA 30350
1. Firms experience and performance on projects of similar size and scope	25	23.7	24.3	16.7	18.7	18.7
2. Firms Quality Control, Quality Assurance and Project Tracking	20	17.7	18.3	17.0	17.0	17.0
3. Project Approach and Understanding	25	21.3	22.7	20.0	16.7	18.0
4. Qualifications, experience, references and availability of Key Staff	25	21.3	22.7	16.7	16.7	18.7
5. Proximity to Area	5	4.3	3.0	2.3	4.0	4.0
Total	100	88.3	91.0	72.7	73.0	76.3
Shortlisted		2	1			
Presentation Ranking		2	1			



UTILITIES DEPARTMENT

Tom D. Wiedmeier, P.E.
Director

Clifford A. Goins
Assistant Director
Water Production

To: Ms Geri Sams, Procurement Director

From: Tom Wiedmeier, Director Augusta Utilities

A handwritten signature in dark ink, appearing to read "Tom Wiedmeier".

Date: March 14, 2011

**Re: RFQ #11-055 Utility Business Plan
Selection Committee Recommendation**

The Selection Committee for the Utility Plan (RFQ #11-055) met on the morning of March 11, 2011 for the presentations by the previously identified shortlisted firms. The Selection Committee convened after the interview process and compared comments of each of the Committee members.

Listed below is a consensus of the rankings of the firms as recommended by the Selection Committee:

1. McKim & Creed
2. Brown and Caldwell

Based on the criteria used, I concur with the recommendation of the Selection Committee and request the Procurement Department proceed with the notifications of the ranking of the firms in the selection process.

17 MAR '11 AM 9:05

FYI: Process Regarding Request for Proposals and Request for Qualifications

§ 1-10-43

AUGUSTA-RICHMOND COUNTY CODE, READOPTED 7-10-2007

- (3) The character, integrity, reputation, judgment, experience, and efficiency of the bidder,
- (4) The quality of performance on previous contracts,
- (5) The previous and existing compliance by the bidder with laws and ordinances relating to the contract or services,
- (6) The sufficiency of the financial resources of the bidder relating to his ability to perform the contract,
- (7) The quality, availability, and adaptability of the supplies or services to the particular use required, and
- (8) The number and scope of conditions attached to the bid by the bidder.

(j) *Award to other than low bidder.* When the award is not given to the lowest bidder, a full and complete statement of the reasons for placing the purchase order or other contract elsewhere shall be prepared and signed by the Procurement Director and/or Administrator and made part of the record file for audit proposes.

(Ord. No. 6939, § 16, 1-2-07)

Sec. 1-10-44. Request for proposals.

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

- (a) Only the names of the vendors making offers shall be disclosed at the proposal opening.
- (b) Content of the proposals submitted by competing persons shall not be disclosed during the process of the negotiations.
- (c) Proposals shall be open for public inspection after the award is made.
- (d) Proprietary or confidential information, marked as such in each proposal, shall not be disclosed without the written consent of the offeror.
- (e) Discussions may be conducted with responsible persons submitting a proposal

determined to have a reasonable chance of being selected for the award. These discussions will only be for the purpose of clarification to assure a full understanding of the solicitation requirement and responsiveness thereto.

- (f) Nonmonetary revisions may be permitted after submissions and prior to award for the purpose of obtaining the best and final offers.
- (g) In conducting discussions with the persons submitting the proposals, there shall be no disclosure of any information derived from the other persons submitting proposals.

Sec. 1-10-45. Sealed proposals.

(a) *Conditions for use.* The competitive sealed proposals method may be utilized when the Augusta-Richmond County Administrator approves the written justification of the Procurement Director or using agency head that the sealed bid method is not in the best interest of Augusta-Richmond County. Generally, this method may be used when competitive sealed bidding (involving the preparation of detailed and specific specifications) is either not practicable or not advantageous to Augusta-Richmond County. In the case of procurement computer software, for example, it is in the best interest of Augusta-Richmond County to specify functional requirements and outputs, and allow the bidders to propose based on the closest available product(s) and software or software development services meeting our needs.

(b) *Request for proposals.* Competitive sealed proposals shall be solicited through a request for proposals (RFP).

(c) *Public notice.* Adequate public notice of the request for proposals shall be given in the same manner as provided in section 1-10-43(c)(Public Notice and Bidder's List); provided the normal period of time between notice and receipt of proposals minimally shall be fifteen (15) calendar days.

(d) *Pre-proposal conference.* A pre-proposal conference is not required but recommended for purposes of expounding on the requirements and

T1:146

FYI: Process Regarding Request for Proposals
and Request for Qualifications

GENERAL GOVERNMENT

§ 1-10-46

soliciting vendor/contractor input. Such conferences should be scheduled at least five (5) days prior to the date set for receipt of proposals, and notice shall be handled in a manner similar to section 1-10-44(c)-Public Notice and Bidder's List.

(e) *Receipt of proposals.* Proposals will be received at the time and place designated in the request for proposals, complete with bidder qualification and technical information. Price information shall be separated from the proposal in a sealed envelope and opened only after the proposals have been reviewed and ranked.

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

(f) *Public inspection.* The responses will be open for public inspection only after contract award. Proprietary or confidential information marked as such in each proposal will not be disclosed without written consent of the offeror.

(g) *Evaluation and selection.* The request for proposals shall state the relative importance of price and other evaluation factors that will be used in the context of proposal evaluation and contract award. (Pricing proposals will not be opened until the proposals have been reviewed and ranked).

- (1) Selection committee. A selection committee, minimally consisting of representatives of the procurement office, the using agency, and the Administrator's office or their choice shall convene for the purpose of evaluating the proposals.
- (2) Preliminary negotiations. Discussions with the offerors and technical revisions to the proposals may occur. Discussions may be conducted with the responsible offerors who submit proposals for the purpose of clarification and to assure full understanding of, and conformance to, the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussions

and revision of proposals and such revisions may be permitted after submission and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of information derived from proposals submitted by competing offerors.

(h) *Final negotiations and letting the contract.* The Committee shall rank the technical proposals, open and consider the pricing proposals submitted by each offeror, and request final and best offers from the top ranked three firms if available. Award shall be made or recommended for award through the Augusta-Richmond County Administrator, to the responsible offeror whose proposal is determined to be the most advantageous to Augusta-Richmond County, taking into consideration price and the evaluation factors set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain a written report of the basis on which the award is made/recommended. The contract shall be awarded or let in accordance with the procedures set forth in this Section and Article 10, section 1-10-71 of this chapter. (Ord. No. 6939, § 16, 1-2-07)

Sec. 1-10-46. Authority to contract for special services.

As used in this section, special services are those professional services, such as those provided by physicians, architects, ministers, engineers, accountants and attorneys, which are normally obtained on a fee basis. In the procuring of professional services those departments which normally utilize such services may contract on their behalf for such service in accordance with this article provided that the following requirements are met:

- (a) The department must solicit the best possible contract with the person providing the professional service.
- (b) Negotiation with the person providing professional services shall include the department head and the Augusta-Richmond County Administrator.
- (c) The department shall obtain the approval of the Commission.

T1:147

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)

Bid Number RFQ-11-055-0-2011/PJM

Bid Name Utility Business Plan

3 Document(s) found for this bid

27 Planholder(s) found.

Add Planholder

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
1st Impressions, Inc.	3219175176	3213699954	2			Documents
Ameresco	5086612230	5086612201	3			Documents
Black & Veatch	4079134430	8174297559	3			Documents
Black & Veatch	9134587508	9134582934	3			Documents
C.H. Guernsey & Company	4054168100	4054168114	3			Documents
Constantine Engineering	8502445800	8502445800	3			Documents
Construction Journal, Ltd.	8007855165	8005817204	1			Documents
Crowe Horwath LLP	6307062057	0000000000	1			Documents
EMA, Inc	4078656601	4078656615	3			Documents
Environmental Services, Inc.	9044702200	9044702112	3	1. Woman Owned		Documents

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Member Name City of Augusta, GA (Augusta Commission)

Bid Number RFQ-11-055-0-2011/PJM

Bid Name Utility Business Plan

3 Document(s) found for this bid

27 Planholder(s) found.

[Add Planholder](#)

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
Malcolm Pirnie	9146412866	9146412866	3			Documents
Matrix Consulting Group	6508580507	6508580509	3	1. Small Business		Documents
McKim & Creed	7045750762	7048412567	3			Documents
McKim & Creed, P.A.	9192338091	9192338031	3			Documents
MGT of America	8503863191	8503854501	3			Documents
Municipal and Financial Services Group	4102669101	4102665545	3	1. Small Business 2. Woman Owned		Documents
Onvia, Inc. - Content Department	2063739500	8882637801	2			Documents
PA Consulting	1111111111	1111111111	2			Documents
Pace Global Energy Services	8037585211	8031111111	3			Documents
PB	8132872626	8132828409	3			Documents

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Planholders List

Member Name City of Augusta, GA (Augusta Commission)

Bid Number RFQ-11-055-0-2011/PJM

Bid Name Utility Business Plan

3 Document(s) found for this bid

27 Planholder(s) found.

[Add Planholder](#)

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
Public Consulting Group, Inc.	6174262026	6174264632	3			Documents
Raftelis Financial Consultants, Inc.	7043731199	7043731113	3			Documents
Springsted Incorporated	6512233010	6512235010	1			Documents
Strategic Energy Innovations	4155071432	4155071975	2			Documents
URS Corporation - Transportation	6788088800	6788088400	2			Documents
Westin Engineerring	8053644657	8043641111	3			Documents
Woolpert Inc	7045256284	7045258529	3			Documents

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Bidders List

Bid Item # 11-055 Cost \$ 0

#	Company Name	Complete Mailing Address	Date	Spec. #	Initials	Mailed by
1	BLACK & VEATCH 50 HURT PLAZA, SUITE 1150 ATLANTA, GA 30303	<u>Remailed</u>	<u>12/4/10</u>		<u>SP</u>	<u>U.S. Mail</u>
2						
3						
4	PB AMERICAS INC ATTN MICHAEL K WOOTEN 3340 PEACHTREE ROAD SUITE 2400, TOWER PLACE 100 ATLANTA GA 30326		<u>12/29/10</u>		<u>SP</u>	<u>U.S. Mail</u>
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						

Bidders List

Bid Item # 11-055 Cost \$ 0

#	Company Name	Complete Mailing Address	Date	Spec. #	Initials	Mailed by
1	LA CAPRA ASSOCIATES ATTN BONNIE MCDONALD ONE WASHINGTON MALL 9 TH FLOOR BOSTON MA 02108	617-292-8964	12/7/10		SP	U.S. Mail
2		505-296-8964 Fax				
3		617-778-5515 x 133				
4	The Mercer Group Attn: Dave Vondle 4929 Calle de Tierra, NE Albuquerque NM 87111	505-292-8961	12/7/10		SP	U.S. Mail
5		505-296-2790 Fax				
6	MCKIM & CREED ATTN JULIE COOK 1730 VARSITY DRIVE SUITE 500 RALEIGH NC 27606	919-233-8091	12/8/10		SP	U.S. Mail
7		919-233-8031				
8		Fax				
9	THE SHAW GROUP INC ATTN GREGORY DIXON 11560 GREAT OAKS WAY STE 500 ALPHARETTA GA 30022	770-442-7362	12/10/10		SP	U.S. Mail
10		770-777-9545				
11	GALLOP & ASSOCIATES W L BUTCH GALLOP 2911 POINT WEST DRIVE AUGUSTA GA 30909 706-495-3796		12/10/10		SP	Pick up
12						
13						
14	AECOM ATTN TONY JOHNSON 1360 PEACHTREE ST NE STE 500 ATLANTA GA 30309	Remailed	12/14/10		SP	U.S. Mail
15		(Returned mail)				
16						

B & E JACKSON ENGINEERS
34 PEACHTREE ST, NW SUITE 2100
ATLANTA, GA 30303

JORDAN, JONES & GOULDING
6801 GOVERNORS LAKE PARKWAY
BUILDING 200
NORCROSS, GA 30071

VEOLIA WATER NORTH AMERICA
2650 HOLCOMB BRIDGE ROAD, SUITE 530
ALPHARETTA, GA 30022

GANNETT FLEMING, INC.
2743 PERIMETER PARKWAY
BLDG 100, SUITE 350
AUGUSTA, GA 30909

AMERICAN WATER
P.O. BOX 915559
LONGWOOD, FL 32791-5559

CRANSTON ENGINEERING
PO BOX 2546
AUGUSTA GA 30903-2546

TETRA TECH RTW
360 BAY STREET, SUITE 435
AUGUSTA, GA 30901

CH2M HILL OMI, INC.
1014 SUMMER RIDGE LANE
LAWRENCEVILLE, GA 30044

ESG OPERATIONS
9900 LOWER THOMASTON RD
MACON, GA 31220

WOODARD & CURRAN
2905 PREMIERE PKWY STE 175
DULUTH GA 30097

GOLDER ASSOCIATES INC
PO BOX 102609
ATLANTA GA 30368-0609

LARSON ENGINEERING INC
5850 LIVE OAK PKWY STE 300
NORCROSS GA 30093-1744

AZ SERVICES INC
440 OLD HULL ROAD
PO BOX 1264
ATHENS GA 30601

SIEMENS WATER TECHNOLOGIES CORP
1200 NORTHMEADOWN PKWY STE 100
ROSWELL GA 30076

HUSSEY GAY BELL & DEYOUNG INC
PO BOX 14247
SAVANNAH GA 31416-1247

JAMES G. SWIFT & ASSOC
1206 INTERSTATE PKWY
AUGUSTA, GA 30909

JOHNSON, LASCHOB & ASSOC
1296 BROAD STREET
AUGUSTA, GA 30901

STEVENSON & PALMER
723 INDUSTRIAL PARK DR STE 2
EVANS GA 30809

ZEL ENGINEERS
ATTN JORGE JIMINEZ
435 TELFAIR STREET
AUGUSTA GA 30901

PARSONS
ATTN TRINA WILLIAMS
1810-B DOUG BARNARD PARKWAY
AUGUSTA GA 30906

WR TOOLE ENGINEERS
1005 BROAD STREET
AUGUSTA, GA 30901

AECOM
ATTN TONY JOHNSON
1201 PEACHTREE STREET
400 COLONY SQUARE SUITE 1104
ATLANTA GA 30361

KRAFRA ENGINEERING
ATTN WAYMON JONES
418 FOURTH STREET
AUGUSTA GA 30901

WK DICKSON & CO INC
ATTN GORDON SMITH PE
1450 GREENE STREET STE 225
AUGUSTA GA 30901

VEOLIA WATER
101 W WASHINGTON ST STE 1400 E
INDIANAPOLIS IN 46204

EMC ENGINEERING SERVICES
P. O. BOX 8101
SAVANNAH, GA 31412

RFQ 11-054, 11-055, 11-056, 11-059,
11-077, 11-080 MAILED 12/2/10

DREW GOINS
UTILITIES DEPARTMENT
BAY STREET

YVONNE GENTRY
HATCHER BUILDING

RFQ Item #11-055
Utility Business Plan
For Utilities Department
RFQ Due: Wed 1/12/11 @ 3:00 p.m.
Item # 12

ENVIRONMENTAL SERVICES GROUP
794 BRENTMEAD DRIVE
LAWRENCEVILLE, GA

MACTEC ENGINEERING & CONSULTING,
INC.
3200 TOWN POINT DR NW STE 100
KENNESAW, GA 30144

WILLIAMS, RUSSELL & JOHNSON, INC.
771 SPRING STREET, NW
ATLANTA, GA

GANNETT FLEMING
ATTN: MIKE ROBINSON
301 S. MCDOWELL ST. SUITE 1008
CHARLOTTE, NC 28204-2622

PRAD GROUP, INC.
CENTENNIAL TOWER
101 MARIETTA ST. SUITE 3502
ATLANTA, GA

STANTEC CONSULTING SERVICES, INC.
4875 RIVERSIDE DRIVE
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BLACK & VEATCH
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ATTN: JOE STOWE
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AUGUSTA, GEORGIA 30901

HDR ENGINEERING, INC.
ATTN: WENDELL PALMER SUITE 295
5780 PEACHTREE-DUNWOODY
ATLANTA, GEORGIA 3342

DEWBERRY
ATTN: TERESA CRISP
2835 BRANDYWINE ROAD, SUITE 100
ATLANTA, GA 30341

BROWN AND CALDWELL
ATTN: BOBBY STRICKLAND
990 HAMMOND DRIVE SUITE 400
ATLANTA, GEORGIA 30328

ATTN: MARK LETHBRIDGE
ARCADIS
2849 PACES FERRY RD.
SUITE 400
ATLANTA, GA 30339

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